

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

8800 Cal Center Drive
 Sacramento, California 95826



Michael Frost, Chairman
Wesley Chesbro, Member
Jesse Huff, Member

Monday, June 7, 1993
 2:00 p.m.
 meeting of the

ADMINISTRATION COMMITTEE

of the
CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

8800 Cal Center Drive
 Sacramento, CA 95826

AGENDA

Note: o Agenda items may be taken out of order.
o If written comments are submitted, please provide 20
two-sided copies.

Important Notice: The Board intends that Committee Meetings will constitute the time and place where the major discussion and deliberation of a listed matter will be initiated. After consideration by the Committee, matters requiring Board action will be placed on an upcoming Board Meeting Agenda. Discussion of matters on Board Meeting Agendas may be limited if the matters are placed on the Board's Consent Agenda by the Committee. Persons interested in commenting on an item being considered by a Board Committee or the full Board are advised to make comments at the Committee meeting where the matter is considered.

- | | | |
|----|---|----|
| 1. | CONSIDERATION OF AWARD OF AN INTERAGENCY AGREEMENT WITH THE STATE PERSONNEL BOARD FOR ON-LINE COMPUTER ACCESS FOR DEPARTMENTAL CIVIL SERVICE EXAMS | 1 |
| 2. | CONSIDERATION OF AWARD OF A MULTI-YEAR INTERAGENCY AGREEMENT WITH THE BOARD OF EQUALIZATION FOR COLLECTION OF TIRE DISPOSAL FEES ASSOCIATED WITH THE TIRE RECYCLING PROGRAM | 8 |
| 3. | CONSIDERATION OF AWARD OF AN INTERAGENCY AGREEMENT WITH THE BOARD OF EQUALIZATION FOR COLLECTION OF FEES ASSOCIATED WITH THE CALIFORNIA OIL RECYCLING ENHANCEMENT ACT | 14 |

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4. CONSIDERATION OF CHANGES IN COMMITTEE ASSIGNMENTS FOR CIWMB MARKET DEVELOPMENT, LOCAL ASSISTANCE AND PLANNING, AND POLICY RESEARCH AND TECHNICAL ASSISTANCE COMMITTEES (not available until closer to meeting date)
5. VACANCY STATUS UPDATE
6. AFFIRMATIVE ACTION REPORT
7. CHILD CARE UPDATE (oral presentation)
8. OPEN DISCUSSION
9. ADJOURNMENT

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Notice:

The Committee may hold a closed session to discuss the appointment or employment of public employees and litigation under authority of Government Code Sections 11126 (a) and (q), respectively.

For further information contact:
INTEGRATED WASTE MANAGEMENT BOARD
8800 Cal Center Drive
Sacramento, CA 95826

Catherine Foreman
(916) 255-2156

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

8800 Cal Center Drive
Sacramento, California 95826



Michael Frost, Chairman
Wesley Chesbro, Member
Jesse Huff, Member

ADDENDUM

Monday, June 7, 1993
2:00 p.m.
meeting of the

ADMINISTRATION COMMITTEE

of the
CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

8800 Cal Center Drive
Sacramento, CA 95826

THE FOLLOWING ITEM HAS BEEN ADDED TO THE AGENDA AS #6A:

- 6A. CONSIDERATION OF ONE-YEAR RENEWAL OF THE PETERS SHORTHAND REPORTING CORPORATION CONTRACT.

For further information contact:
INTEGRATED WASTE MANAGEMENT BOARD
8800 Cal Center Drive
Sacramento, CA 95826

Cathy Foreman
(916) 255-2156

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee
Meeting Agenda
June 7, 1993

AGENDA ITEM 6A

ITEM: Consideration of one-year renewal of the Peters Shorthand Reporting Corporation Contract

BACKGROUND:

As requested at the May Board Meeting, staff have researched the costs of audio reporting versus certified shorthand reporting of Board and Committee meetings. Staff contacted the audio reporting firm of Preston's Reporting Services, the certified shorthand reporters firm of Peter's Shorthand Reporting Corporation, and considered also the cost for audio reporting performed by Board staff.

ANALYSIS:

The following shows cost comparisons based on a total of 96 meetings, 86 in Northern California and 10 in Southern California, plus a 150 page transcript per meeting:

Court Reporting

<u>Appearance Fee</u>		<u>Annual Cost</u>	
North	\$140	\$12,040	\$12,040
South	\$200	2,000	2,000
<u>Per Page (21-30 day turnaround)</u>			
North	\$3.95	50,955	
South	\$5.00 (+\$25.00 del)	<u>7,750</u>	
<u>Per Page (7-10 day turnaround)</u>			
North	\$4.45		57,405
South	\$5.80 (+\$25.00 del)		<u>8,725</u>
Yearly total (21-30 day)		<u>\$72,745</u>	
Yearly total (7-10 day)			<u>\$80,170</u>

Audio Recording

<u>Appearance Fee</u>		<u>Annual Cost</u>	
North	\$85.00	\$7,310	\$ 7,310
South	\$85.00	\$ 850	850
<u>Per Page (21-30 day)</u>			
North	\$3.50	\$45,150	
South	\$3.50	\$ 5,250	
<u>Per Page (7-10 day)</u>			
North	\$4.50		58,050
South	\$4.50		<u>6,750</u>
 Yearly total (21-30 day)		<u>\$58,560</u>	
 Yearly total (7-10 day)			<u>\$72,960</u>

An alternative to a contract would be to allocate Board staff to make recordings of meetings. The recordings could be either audio or video, and transcripts could be prepared from either type of recording; however, staff would need to be trained to perform these functions. Having a part-time employee to perform court reporting is also an alternative, but the likelihood of finding such an employee is questionable. The estimated costs associated with staff production of meeting recordings have not been determined.

Both audio recording and court reporting provide a verbatim transcript. We presently receive an original and one copy of the entire proceedings when a court reporter has recorded a Board or Committee meeting. To reduce costs, the Board could request that an audio recorder or court reporter provide a transcript only on an as-needed basis. In addition, we could request transcripts or partial transcripts of these meetings at the per page price.

Finally, the Board could contract for both an audio recorder and a court reporter. With both contracts in place, the Board could then use whichever service was appropriate for each meeting.

Prepared by	: Connie Dunn ^{cd}	Phone 255-2242
Reviewed by	: Bonnie MacDuffee	Phone 255-2710
Reviewed by	: Bob Del Agostino ^{BA}	Phone 255-2269
Legal Review	: <u>REC</u>	Date/Time <u>6/3/64 20</u>

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee
Meeting Agenda
June 7, 1993

AGENDA ITEM 1

ITEM: Consideration of Award of an Interagency Agreement with the State Personnel Board for On-Line Computer Access for Departmental Civil Service Exams

BACKGROUND:

This interagency agreement is an annual renewal contract with the State Personnel Board (SPB). The SPB provides to the Board on an annual basis, on-line computer access for the purpose of conducting departmental civil service examinations, processing and maintaining civil service eligible certification lists through SPB's automated system.

ANALYSIS:

The services provided by the proposed interagency agreement are critical and necessary to the functions of the Personnel Office. The contract amount for fiscal year (FY) 1992/93 was \$4,000. The same amount (\$4,000) is proposed for FY 1993/94 from the Integrated Waste Management Clearing Account.

RECOMMENDATION:

Staff recommends that the Board approve award of the interagency agreement with the State Personnel Board for on-line computer access in the amount of \$4,000.

Attachments 1. Description of Services
 2. Resolution 93-69

Prepared by:

Susan Villa *SV*

Phone 255-2245

Reviewed by:

Bonnie MacDuffee *BLM* *BM*

Phone 255-2710

Contract Review:

[Signature]

Date/Time

Description of Services

- I. The State Personnel Board's Electronic Data Programs Unit and On-Line Examination and Certification Unit will provide the following services, during usual State business hours:
- A. Set up data files which allow departments to:
 - Schedule and Track Exams
 - Score Exams
 - Add Vets Points & Career Credits
 - Generate Notices
 - Check Promo eligibles, Cross Filers, Date of Last Exam Taken
 - Ease Administration of Series Exam
 - Establish Lists
 - Move Exams from Exam to Cert System
 - B. Establish Exam History
 - C. Establish Bottom Line Data
 - D. Provide on-going consultation and guidance regarding use of on-line system.
 - E. Provide guidance regarding compliance with the laws and rules governing the certification process.
 - F. Confer with department to ensure on-line system produces desired results within the laws and rules.
 - G. Confer with department about on-line exam/cert processing needs.
 - H. Resolve errors of input documents, assist in resolution and explanation of error messages, as necessary.
 - I. Advise department when to utilize special Form 631 for spot exam processing.
 - J. Provide liaison with Data Processing (DP) for explanation of system output, for special input services and for printer definition to Remote Office Printing Executive System (ROPES).
 - K. Assist department with use and maintenance of ROPES/exam/cert reports and send update information to departments using the ROPES message system.

- L. Assist with the generation of standard reports which a department cannot order.
- M. Develop system enhancements designed to meet departmental exam/certification needs and provide special handling of unique processing needs.
- N. Schedule and participate in Regional On-Line User Meetings.

II. Contract Costs

The CIWMB's cost for subscription to the services contained in this exhibit are based on the following:

- A. On-Line costs, as contained in Article 6.b. of this Agreement, are based on a charge of \$1.29 per employee for each the Examination and Certification programs. The minimum contract cost for these subscription services is \$1,000.00 for each the Examination and Certification programs, regardless of the number of employees. The number of employees is calculated as of December 31, 1992. The CIWMB's costs were calculated as follows:

<u>Department</u>	<u># of Employees</u>
CA Integrated Waste Mngmnt Bd	Minimum Cost

- B. Data Processing costs, as contained in Article 6.a. of this Agreement, are based on the following:
 - 1. Access to data and processing services for the SPB automated Exam/Cert System is based on two factors: (1) number of employees (see table below) and (2) the number of transactions processed, number of personnel office sites accessing the system, and number of job locations that the system must accommodate. Factor (1) is the primary method for setting the fee.

Factor 1:

<u>Number of Employees</u>	<u>Exam/Cert Cost</u>
Over 2,000	\$1.50 per employee
1,500 - 1,999	\$3,000 Flat Fee
1,000 - 1,499	\$2,250
850 - 999	\$1,500
600 - 849	\$1,200
300 - 599	\$1,000
150 - 299	\$ 850
1 - 149	\$ 700

Description of Training Services

The SPB agrees to provide training services to CIWMB pursuant to the following provisions/guidelines:

1. SPB agrees to offer the following training classes:

1. ON-LINE EXAM:

<u>Module</u>	<u>Course Title</u>	<u>Fee*</u>
1	Understanding the On-Line Exam System	\$50
2	Entry of Applications into the On-Line System	\$75
3	Updating Candidate Records	\$75
4	Ordering Notices/Reports & Scheduling Mass Assembly Exams (Written/Performance/Group Orals)	\$75
5	Ordering Notices/Reports and Scheduling Interviews	\$75
6	Entry of Test Results for a Written Test	\$75
7	Entry of Test Results for a Supplemental Report and Test	\$75
8	Monitoring Your Exam	\$50
9	Printing from ROPES/Reports	\$75
10	Maximizing Your Ability as an On-Line Exam User	\$75
11	Scoring Policies and Test Results	\$50

2. ON-LINE CERT:

<u>Module</u>	<u>Course Title</u>	<u>Fee*</u>
1	Full-Training - Use of the On-Line Cert System	\$150
2	Refresher Training - Use of the On-Line Cert System	\$100

*This is only a Non-attendance/late cancellation fee, subject to Article 6.c. of this Exhibit.

2. SPB agrees to schedule all training classes at least 2 times per year, and more frequently when at least twenty (20) training requests are received for exam modules 1, 8 and 11 and ten (10) training requests for all other exam and cert training modules.
3. SPB agrees to provide training to an unlimited number of CIWMB trainees on a first-come, first-serve basis. SPB agrees to provide all training classes to contracting departments, at no additional cost, except as provided in Article 6.c. of this Exhibit.
4. SPB agrees to provide all necessary training materials and manuals.
5. SPB agrees to review feedback from training classes and determine the need to revise training manual and modules, and make necessary revisions to reflect current procedures, policy, laws and rules.
6. All requests for training must comply with the following procedures:
 - a. CIWMB agrees to submit a separate Sub-Purchase Order (SPO) to SPB for each training request, indicating the name of the trainee, the training class title, and the applicable non-attendance/late cancellation fee for the training course. Each SPO must be sent to:

State Personnel Board (IMS E-9)
Attn: On-Line Training Coordinator
801 Capitol Mall, MS#37
Sacramento, CA 95814
 - b. SPB agrees to send a confirmation letter to each trainee at least 10 calendar days prior to the scheduled class date, provided the SPO is received by that date. If a SPO is not received at least 10 calendar days prior to the scheduled class date, SPB will verbally confirm the trainees attendance at least 3 days prior to the scheduled class date.
 - c. CIWMB agrees to either send a replacement trainee or provide a minimum of 48 hours notice to SPB in the event a scheduled trainee or replacement is unable to attend their confirmed training class date. In the event no CIWMB trainee attends the scheduled class or a cancellation is not made at least 48 hours in advance of the scheduled class date, CIWMB shall be subject to the non-attendance/late cancellation fee, as set forth in Article 1 of this Exhibit.

- d. The SPB agrees to waive the non-attendance/late cancellation fee for the first two (2) occurrences. A letter will be sent to the CIWMB Personnel Officer after the first and second occurrence to remind CIWMB of the non-attendance/late cancellation fee provision. The SPB agrees to make every effort to work with CIWMB to minimize non-attendance/cancellation fees and to waive any such fees, when SPB determines that such occurrences were unavoidable.
- e. The SPB will process all SPO's for On-Line Training classes as follows:
 - i. Upon "completion" of the training class, the SPB will cancel the SPO and return the canceled SPO to CIWMB. "Completion" for the purposes of this article means attendance by the scheduled trainee or replacement, on the scheduled class date.
 - ii. All non-attendance/late cancellations, except as provided in Article 6.d. of this Exhibit, will result in the SPB processing the SPO and billing the department for the applicable non-attendance/late cancellation fee.

All invoices for non-attendance/late cancellation fees are due and payable upon receipt.

California Integrated Waste Management Board

Resolution 93-69

June 30, 1993

BE IT RESOLVED that the Board hereby awards the on-line computer access for departmental civil service exams interagency agreement to the State Personnel Board. The total amount of this contract will not exceed \$4,000.

CERTIFICATION

The undersigned Executive Director of the California Integrated Waste Management Board does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the California Integrated Waste Management Board on June 30, 1993.

Dated:

Ralph E. Chandler
Executive Director

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee
Meeting Agenda
June 7, 1993

AGENDA ITEM 2

ITEM: Consideration of Award of a Multi-Year Interagency Agreement with the Board of Equalization for Collection of Tire Disposal Fees Associated with the Tire Recycling Program

BACKGROUND:

This interagency agreement is an annual renewal contract with the Board of Equalization (BOE). The BOE provides the Board collection services associated with the tire disposal fee imposed pursuant to Section 42885 of the Public Resources Code and to deposit all such fees collected in the California Tire Recycling Management Fund.

ANALYSIS:

The services provided by the proposed interagency agreement are critical and necessary to the functions of the Tire Recycling Program. The contract amount for fiscal year (FY) 1992/93 was \$471,000. Staff proposes that this contract be made a three year contract and spread the funding over the three fiscal years.

\$471,000	FY 1993/94	Subject to Availability of Funds
\$471,000	FY 1994/95	Subject to Availability of Funds
<u>\$471,000</u>	FY 1995/96	Subject to Availability of Funds
\$1,413,000	Total Contract Amount California Tire Recycling Management Fund	

RECOMMENDATION:

Staff recommends that the Board approve award of the interagency agreement with the Board of Equalization for collection of the tire disposal fee for a three year period for a total contract amount of \$1,413,000.

Attachments 1. Interagency Agreement
 2. Resolution 93-70

Prepared by:
Reviewed by:
Contract Review:

Susan Villa *SV*
Bonnie MacDuffee *BAM*
[Signature]

Phone 255-2245
Phone 255-2710
Date/Time

Interagency Agreement
Tire Recycling Management Program

1. In accordance with Section 42882 of the Public Resources Code, the Board of Equalization, hereinafter called B of E, agrees to continue the program to collect the tire disposal fee imposed pursuant to Section 42885 of the Public Resources Code and to deposit all such fees collected in the California Tire Recycling Management Fund.
2. The California Integrated Waste Management Board, hereinafter called CIWMB, is statutorily charged with the administration of the California Tire Recycling Management Fund. CIWMB is authorized to fund costs for administering the provisions of the California Tire Recycling Act (Part 3 of Division 30, Chapter 17, Public Resources Code) from the California Tire Recycling Management Fund.
3. In consideration of performance of the foregoing in a satisfactory manner, CIWMB agrees to pay B of E an amount equal to the latter's cost of performance hereunder from the California Tire Recycling Management Fund computed in accordance with Section 42885(b) of the Public Resources Code. CIWMB agrees to pay in arrears, upon receipt of an invoice in triplicate to the CIWMB, 8800 California Center Drive, Sacramento, CA 95826. Nothing herein contained shall preclude advance payment pursuant to Article 1, Chapter 3, Part 1, Division 3, Title 2 of the Government Code.
4. CIWMB and B of E recognize that a benefit of this agreement is to provide additional resources to the B of E so that the B of E's ongoing General Fund Program can continue to operate on an uninterrupted basis while collecting revenues for the California Tire Recycling Management Fund.
5. CIWMB and B of E agree to cooperate fully in the exchange of information available to them individually which may be of use to the other in the administration of the California Tire Recycling Account. Each agency further agrees to interact and share information for the purpose of identifying seller's of new and used tires that should be paying tire disposal fees. This information shall be shared to the extent that the statutes permit.
6. In cases wherein hearings are held by B of E and testimony is provided by CIWMB regarding tire fees, a copy of the hearing record and the administrative decision on the case will be provided to CIWMB without charge within 15 days after the final determination.

7. The effective term of this agreement shall be July 1, 1993 through June 30, 1996, unless terminated sooner by mutual agreement of both parties. B of E will discontinue performing services pursuant to Section 42885(a) on or after July 1, 1996 unless a new contract is signed prior to June 30, 1996.
8. The total amount for this contract shall not exceed \$1,413,000. (\$471,000 from FY 1993/94, 1994/95, 1995/96 subject to available funding)
9. The activities to be performed by B of E in so far as allowed by statute are to:
 - a. With regard to registering sellers of tires:
 - (1) Identify sellers of tires based upon related sales tax industry codes and/or sellers' voluntary identification as tire sellers;
 - (2) Assign an account number to each tire seller identified;
 - (3) Record the identity of each tire seller in a registration file using the seller's name, address and account number;
 - (4) Update the registration file to maintain current information.
 - b. Print, mail and receive returns, and conduct follow-up measures to obtain returns not filed;
 - c. Deposit money;
 - d. As to examining returns:
 - (1) Review returns for errors and late payments;
 - (2) Assess applicable penalty and interest on late returns;
 - (3) Assess applicable tax, penalty and interest on either partial remittance or no-remittance returns;
 - (4) Write to sellers regarding errors on the return;
 - (5) Collect any tax, penalty and interest not paid.
 - e. Issue determinations;
 - f. Provide refund information to CIWMB;
 - g. Store returns and related documents;

- h. Provide periodical reports to CIWMB regarding the amount collected.
10. B of E will bill and account for the revenue collection activities covered by this agreement on a modified accrual basis in accordance with the provisions of SAM; including, sections 8752 and 8752.1; including, but not limited to, the following:

<u>SECTION</u>	<u>TOPIC</u>
8200	Income - General
8210	Cash Basis during Fiscal Year
8290	Accrual of Income
8290.4	Accounts Receivable
10230	Basis of Accounting - Income

11. Mutual Cooperation Requirements

- a. The B of E and CIWMB agree to designate contact persons to have ongoing liaison responsibility for the activities required to carry out this agreement. Bonita MacDuffee at 255-2710 is designated by CIWMB as the contact person for this contract. E. V. Anderson is designated by B of E as the contact person for this contract.

- b. The CIWMB shall have the responsibility for setting policy regarding all matters that are not an administrative function of collecting the fees.

The CIWMB and B of E agree to notify each other on any proposed policies or procedures that will affect the other agency. The notification shall be in the form of a draft for the other's review. The reviewing agency shall have 20 working days from date of receipt to comment on the draft proposal prior to implementation of distribution.

- c. Disagreements between CIWMB and B of E on any provisions of this agreement shall be subject to discussion to achieve a resolution. The discussion shall be held between the CIWMB Executive Director and B of E Executive Director or their designee.
- d. Upon request from the B of E, the CIWMB shall provide a person(s) to attend or provide advice for B of E hearings regarding tire fees. The request shall be made in the form of written correspondence. Information that is to be provided by CIWMB either pre or post hearing shall be provided within a timely manner as to expedite all hearing matters.

12. This agreement may be amended in writing, and not otherwise, as mutually agreed by the parties hereto.
13. Contracting parties shall be subject to the examination and audit of the Auditor General for a period of three years after final payment under the agreement.
14. Since the agreement calls for an exchange of operational information CIWMB agrees to notify the B of E within thirty days of receipts of the information that is unacceptable. If B of E receives no such notification, it will assume that the information is acceptable.

California Integrated Waste Management Board

Resolution 93-70

June 30, 1993

BE IT RESOLVED that the Board hereby awards a multi-year interagency agreement to the Board of Equalization for the collection of tire disposal fees associated with the tire recycling program. The funding for this contract will be \$471,000 from FY 1993/94, \$471,000 from FY 1994/95, and \$471,000 from FY 1995/96, subject to the availability of funds. The total amount of this contract will not exceed \$1,413,000.

CERTIFICATION

The undersigned Executive Director of the California Integrated Waste Management Board does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the California Integrated Waste Management Board on June 30, 1993.

Dated:

Ralph E. Chandler
Executive Director

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee
Meeting Agenda
June 7, 1993

AGENDA ITEM 3

ITEM: Consideration of Award of an Interagency Agreement with the Board of Equalization for Collection of Fees Associated with the California Oil Recycling Enhancement Act

BACKGROUND:

This interagency agreement is an annual renewal contract with the Board of Equalization (BOE). The BOE provides the Board collection services associated with the California Oil Recycling Enhancement Act, Chapter 4 (commencing with Section 48600) of Part 7 of Division 30 of the Public Resources Code. The Board is permitted by Section 48643 to contract with or cooperate with the Board of Equalization in carrying out the provisions of Chapter 4. All funds collected will be deposited in the California Used Oil Recycling Fund.

ANALYSIS:

The services provided by the proposed interagency agreement are critical and necessary to the functions of the Used Oil Recycling Program. The contract amount for fiscal year (FY) 1992/93 was \$978,000. Staff proposes that the contract amount for fiscal year 1993/94 be \$730,000 from the California Used Oil Recycling Fund. The decrease is due to projected reductions in the level of activity required for fee collections.

RECOMMENDATION:

Staff recommends that the Board approve award of the interagency agreement with the Board of Equalization for collection of the fees associated with the Used Oil Recycling Program. The total contract amount shall not exceed \$730,000.

Attachments 1. Interagency Agreement
 2. Resolution 93-71

Prepared by:
Reviewed by:
Contract Review:

Susan Villa *SV*
Bonnie MacDuffee *BLM*

[Signature]

Phone 255-2245
Phone 255-2710
Date/Time

INTERAGENCY AGREEMENT

STD. 13 (REV. 9-89)

NUMBER

THIS AGREEMENT is entered into this _____ day of _____, 19____, by and between the undersigned State Agencies:

Set forth services, materials, or equipment to be furnished, or work to be performed, and by whom, time for performance including the terms, date of commencement and date of completion, and provision for payment per (1225 and 8752-8752.1 SAM.)

Distribution:

- Agency providing services
- Agency receiving services
- Department of General Services (unless exempt from DGS approval)
- Controller

- The California Integrated Waste Management Board (hereinafter called "CIWMB") is statutorily charged with the administration of the California Oil Recycling Enhancement Act, Chapter 4 (commencing with Section 48600) of Part 7 of Division 30 of the Public Resources Code, including the administration of the fee on manufacturers, the proceeds of which are to be deposited in the California Used Oil Recycling Fund. CIWMB is permitted by Section 48643 (all references are to the Public Resources Code unless otherwise noted) to contract or cooperate with the Board of Equalization in carrying out the provisions of Chapter 4.
- In accordance with Section 48643 of the Public Resources Code, the Board of Equalization, (hereinafter called "B of E"), agrees to establish and maintain a program established by Section 48650 et. seq. of the Public Resources Code (hereinafter called "the program") under which the B of E will perform the following tasks: 1) collect four cents (\$0.04) for every quart of lubricating oil sold, transferred, or imported in or into the state in accordance with the specifications of Section 48650 of the Public Resources Code; 2) obtain information from manufacturers regarding the amount of lubricating or industrial oil sold in this state in accordance with Section 48671 and in conjunction with CIWMB; 3) deposit all such fees collected into the California Used Oil Recycling Fund pursuant to Section 48653; 4) prepare regulations as determined necessary by either party for the collection of funds under the program; 5) perform audits of fee payers; 6) defend legal challenges to the collection of information under the program; and 7) provide reports, as requested by the CIWMB, on information collected by the B of E.

In consideration of the performance of the duties pursuant to this agreement, CIWMB agrees to pay B of E an amount equal to the latter's cost of performance hereunder from the California Used Oil Recycling Fund created in accordance with Section 48653 and computed in accordance with accounting principles set forth in the State Administrative Manual ("SAM"). CIWMB agrees to pay in arrears, upon receipt of an invoice in triplicate to the CIWMB, 8800 Cal Center Drive, Sacramento, CA 95826. Nothing herein contained shall preclude advance payment pursuant to Article 1, Chapter 3, Part 1, Division 3, Title 2 of the Government Code.

(Continued on _____ sheets which are hereby attached and made a part hereof)

NAME OF STATE AGENCY RECEIVING SERVICES	NAME OF STATE AGENCY PROVIDING SERVICES
CALLED ABOVE (SHORT NAME)	CALLED ABOVE (SHORT NAME)
AUTHORIZED SIGNATURE ▷	AUTHORIZED SIGNATURE ▷
PRINTED NAME AND TITLE OF PERSON SIGNING	PRINTED NAME AND TITLE OF PERSON SIGNING
FUND NUMBER AND NAME	FUND NUMBER AND NAME

AMOUNT ENCUMBERED BY THIS DOCUMENT \$	PROGRAM/CATEGORY (CODE AND TITLE)	FUND TITLE		
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$	(OPTIONAL USE)			
TOTAL AMOUNT ENCUMBERED TO DATE \$	ITEM	CHAPTER	STATUTE	FISCAL YEAR
OBJECT OF EXPENDITURE (CODE AND TITLE)				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.	
SIGNATURE OF ACCOUNTING OFFICER X			DATE	

**Department of General Services
Use Only**

4. CIWMB and B of E agree to cooperate fully in the exchange of information available to either agency which may be of use to the other in the administration of the California used oil recycling program. B of E agrees to make available to CIWMB a complete set of all data generated in conjunction with the implementation of this agreement, including, but not limited to: names, addresses, telephone numbers of all fee payers; computer records; status of accounts; all forms used for collection, reporting, auditing, etc. Each agency further agrees to interact and share information for the purpose of identifying oil manufacturers who sell or import lubricating oils in this state. This information shall be shared to the extent that the statutes permit.
5. In cases wherein hearings are held by B of E and testimony is provided by CIWMB regarding recycling fees, a copy of the hearing record and the administrative decision on the case will be provided to CIWMB without charge within 15 days after the final determination.
6. The effective term of this agreement shall be from the date of approval through June 30, 1994, unless terminated sooner by mutual agreement of both parties. B of E will discontinue performing services pursuant to this contract on and after July 1, 1994 unless a new contract is signed prior to June 30, 1994.
7. The total amount of charges by the B of E for services rendered under this agreement shall not exceed \$ 730,000.
8. The activities to be performed by B of E in so far as allowed by statute are to:
 - a. With regard to registering sellers and importers of oil:
 - (1) Identify oil manufacturers who sell, transfer or import lubricating or industrial oil based upon related sales tax industry codes and/or sellers' voluntary identification as oil manufacturers or importers;
 - (2) Assign an account number to each oil manufacturer or importer identified;
 - (3) Record the identity of each oil manufacturer or importer in a registration file using the seller's name, address and account number;
 - (4) Update the registration file to maintain current information.
 - b. Design, print, mail and receive returns, and conduct follow-up measures to obtain returns not filed;
 - c. Solicit and compile sales information pertaining to lubricating and industrial oil sales in the state as specified by Section 48671 on forms to be developed jointly by both parties;
 - d. As to examining returns:
 - (1) Review returns for errors and clear any delinquencies;
 - (2) Assess applicable penalty and interest on late returns;
 - (3) Write to manufacturers regarding errors on the return;
 - e. Audit amounts reported on returns; at a minimum 50% of the funds collected every year shall be audited.
 - f. Issue determinations;
 - g. Provide petition and protest information to CIWMB;
 - h. Provide information regarding overpayment refunds to CIWMB;
 - i. Store returns and related documents;
 - j. Provide reports to CIWMB on a quarterly or more frequent basis as requested by CIWMB regarding: 1) the amount of lubricating and industrial oil sold per month; and 2) other information being collected by the B of E under this agreement.

- k. Prepare, with the input of CIWMB, regulations to administer the program including preparation and completion of rulemaking file.
- l. Defend legal challenges to the program relative to reporting and fee payment by oil manufacturers under consultation with CIWMB.

9. Mutual Cooperation Requirements

- a. The B of E and CIWMB agree to designate contact persons to have ongoing liaison responsibility for the activities required to carry out this agreement. Bonita MacDuffee is designated by CIWMB as the contact person for this contract. E.V. Anderson is designated by B of E as the contact person for this contract.
 - b. The CIWMB shall have the responsibility for setting policy regarding any matter which is not an administrative function of processing returns, auditing information reported, or collecting data.
 - c. The CIWMB and B of E agree to notify each other on any proposed policies or procedures that will affect the other agency. The notification shall be in the form of a draft for the other's review. The reviewing agency shall have 20 working days from date of receipt to comment on the draft proposal prior to implementation of distribution.
 - d. Disagreements between CIWMB and B of E on any provisions of this agreement shall be subject to discussion to achieve a resolution. The discussion shall be held between the CIWMB Executive Director and B of E Executive Director or their designee.
 - e. Upon request from the B of E, the CIWMB shall provide a person(s) to attend or provide advice for B of E hearings regarding the oil recycling fee. The request shall be made in the form of written correspondence. Information that is to be provided by CIWMB either pre or post hearing shall be provided within a timely manner as to expedite all hearing matters.
10. This agreement may be amended in writing, and not otherwise, as mutually agreed by the parties hereto.
11. Contracting parties shall be subject to the examination and audit of the Auditor General for a period of three years after final payment under the agreement and to the examination and audit of an independent auditing firm selected by CIWMB pursuant to Section 48657.
12. Since the agreement calls for an exchange of operational information CIWMB agrees to notify the B of E within thirty days of receipt of any information that is unacceptable. If B of E receives no such notification, it will assume that the information is acceptable.
13. Payment for services from 1993 FY funds is subject to the appropriation of funds in the 1993 Budget Act.

California Integrated Waste Management Board

Resolution 93-71

June 30, 1993

BE IT RESOLVED that the Board hereby awards an interagency agreement to the Board of Equalization for the collection of fees associated with the California Oil Recycling Enhancement Act. The total amount of this contract will not exceed \$730,000.

CERTIFICATION

The undersigned Executive Director of the California Integrated Waste Management Board does hereby certify that the foregoing is a full, true and correct copy of a resolution duly and regularly adopted at a meeting of the California Integrated Waste Management Board on June 30, 1993.

Dated:

Ralph E. Chandler
Executive Director

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee

Meeting Agenda

June 7, 1993

AGENDA ITEM # 5

ITEM: Vacancy Status Update

BACKGROUND:

This report reflects the new California Integrated Waste Management Board organizational structure.

ANALYSIS:

This report is presented as an information item. The report shows 71 permanent full time position vacancies, 1 permanent half time vacancy and 6 limited term full time position vacancies, for a total of 76.5 vacant budgeted positions.

STAFF COMMENTS:

Staff are available to answer questions.

Prepared by: Laurie Karlstad *lat*

Phone: 255-2264

Reviewed by: Terry Jordan *TJ*

Phone: 255-1399

UPDATE OF VACANCY STATUS REPORT

May 5, 1993

<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>BOARD MEMBERS</u>			
110-1728-001	Brd Members	Exec Asst	Vacant
<u>EXECUTIVE</u>			
Legal Office 120-5795-001	Legal	Sr. Staff Con.	Vacant
<u>PLANNING & ASSISTANCE DIV.</u>			
Waste Gen & Env Rev Br. 211-1139-001	Branch Admin	OT (T)	Recruiting
210-0757-803	Northern Section	WMS/AWMS	Recruiting
220-0757-801	Southern Section	WMS/AWMS	Recruiting
220-0757-803	Southern Section	WMS/AWMS	Recruiting
220-0757-804	Southern Section	WMS/AWMS	Recruiting
264-0758-001	Generator Analysis	AWMS	Vacant
Local Assistance Br.			
230-0757-801	Northern Section	WMS/AWMS	Recruiting
230-0758-006	Northern Section	AWMS	Recruiting
230-0759-002	Northern Section	Sr. WMS	Vacant
232-0757-801	No. Central Sec.	WMS/AWMS	Recruiting
232-0758-803	No. Central Sec.	WMS/AWMS	Recruiting
232-0758-004	No. Central Sec.	AWMS	Recruiting/LT 6/94
240-0758-806	Southern Section	WMS/AWMS	Recruiting/LT 6/94
242-0757-802	So. Central Sec.	WMS/AWMS	Recruiting
242-0758-002	So. Central Sec.	AWMS	Recruiting
242-0758-003	So. Central Sec.	AWMS	Recruiting/LT 6/94
Markets Development Br.			
251-0757-803	Industrial Devel.	WMS/AWMS	Vacant
251-5731-001	Industrial Devel.	Res. Anl. II G	Recruiting
253-0757-803	Buy Recycled	WMS/AWMS	Recruiting
Diversion Assistance Br.			
263-0757-805	Buss. Asst.	WMS/AWMS	Vacant/LT 6/94

*Recruitment suspended due to internal hiring freeze.

<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>PERMITTING & COMPLIANCE DIV.</u>			
300-1139-002	Div. Admin.	OT (Typing)	Vacant*
Compliance South Br.			
312-0759-001	Redlands	Sr. WMS	Vacant*
313-0757-802	Valencia	WMS/AWMS	Vacant
313-0757-805	Valencia	WMS/AWMS	Vacant
Compliance North Br.			
320-1139-001	Branch Admin.	OT (Typing)	Vacant*
321-0757-808	Section A	WMS/AWMS	Recruiting
322-0757-002	Section B	AWMS	Recruiting
324-0757-802	Section C	WMS/AWMS	Vacant
324-0759-001	Section C	Sr. WMS	Vacant*
323-0758-809	LEA	WMS/AWMS	Vacant*
323-1379-001	LEA	OA (Typing)	Recruiting
Closure & Remediation Br			
330-3786-806	Closure-Central	WME/AWME	Vacant*
340-3786-802	Corrective Action	WME/AWME	Vacant
350-3787-001	Closure-South	AWME	Vacant
350-3787-002	Closure-South	AWME	Vacant
355-3756-801	Closure-South	EG/AEG	Vacant
351-3756-801	Closure-North	EG/AEG	Vacant
Permitting Branch			
360-0757-805	Permits North	WMS/AWMS	Vacant*
360-0757-806	Permits North	WMS/AWMS	Vacant*
370-0757-807	Facility Review	WMS/AWMS	Vacant*
370-0758-006	Facility Review	AWMS	Vacant
370-0759-001	Facility Review	Sr. WMS	Vacant*
376-3787-001	Fac. Rev. - Tires	AWME	Vacant
376-3787-002	Fac. Rev. - Tires	AWME	Vacant
380-0757-804	Permits South	WMS/AWMS	Vacant*
385-0757-804	Permits South	WMS/AWMS	Vacant
<u>LEGISLATION OFFICE</u>			
520-5393-701	Legislation	SSA/AGPA	Vacant*
520-5393-706	Legislation	SSA/AGPA	Vacant
<u>POLICY & EVALUATION OFF.</u>			
530-0758-001	P&E Off.	AWMS	Vacant

*Recruitment suspended due to internal hiring freeze.

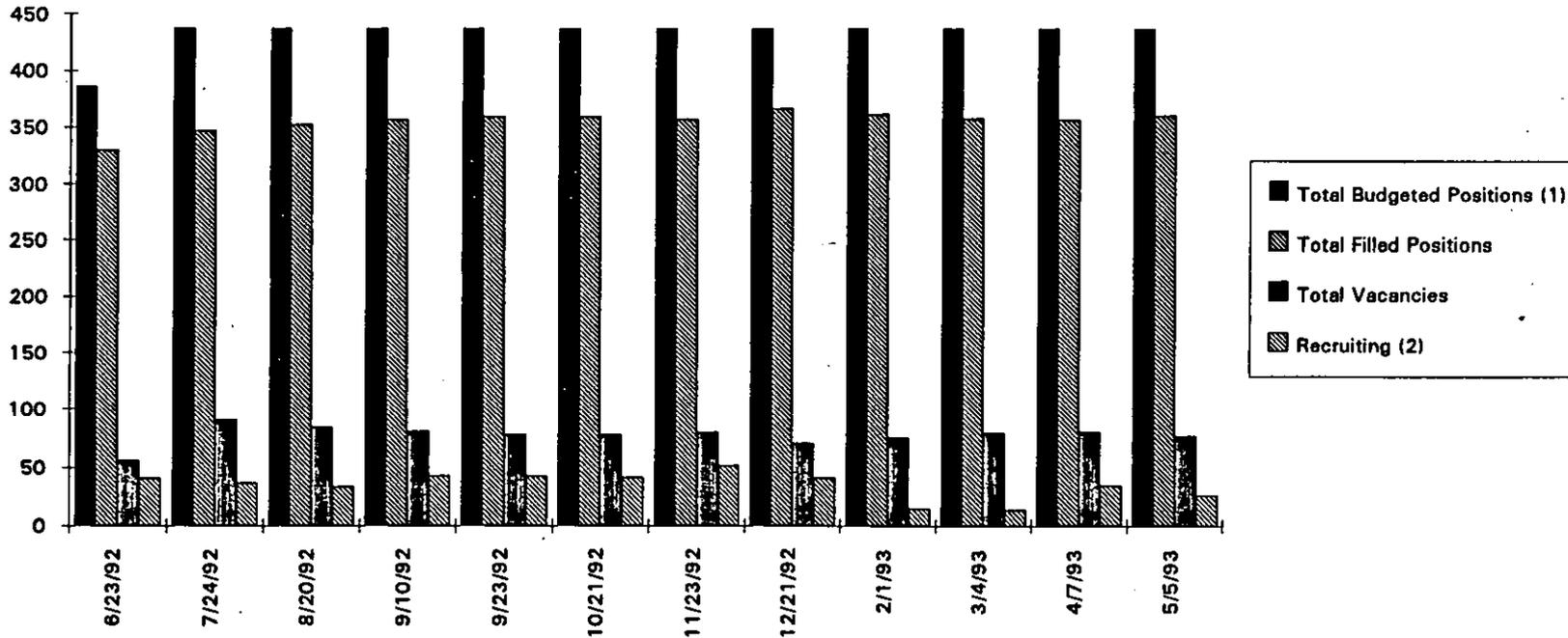
<u>POSITION NUMBER</u>	<u>SECTION</u>	<u>CLASS</u>	<u>COMMENTS</u>
<u>PUBLIC AFFAIRS & EDUCATION OFF.</u>			
560-4800-001	PA & Ed Off.	SSM I	Vacant*
560-5157-002	PA & Ed Off.	SSA	Recruiting
560-5601-002	PA & Ed Off.	Info Off I(Spec)	Vacant*
560-5595-001	PA & Ed Off.	Info Off II	Vacant*
<u>ADMIN. & FINANCE DIV.</u>			
610-1379-003	Div. Admin.	OA (Typing)	Vacant
610-1176-001	Div. Admin.	Secretary	Recruiting
Financial Assistance Br.			
627-1741-002	Accounting-Used Oil	Acct Tech	Recruiting
627-4546-001	Accounting-Used Oil	Acct Off (Spec)	Recruiting
667-4800-001	Used Oil	SSM I	Recruiting
667-5157-701	Used Oil	SSA/AGPA	Recruiting (.5)
Administrative Services Br.			
630-1379-001	Business Serv.	OA (T)	Recruiting
630-1379-002	Business Serv.	OA (T)	Vacant
Information Mgmt Br.			
650-1383-003	IMB	Programmer II	Vacant
650-1353-001	IMB	Computer Oper.	Vacant
650-1470-003	IMB	Assoc ISA	Vacant
<u>RESEARCH & TECH. DIV.</u>			
Risk Evaluation Br.			
811-0758-002	HHW	AWMS	Vacant/LT 6/93
815-0758-704	HHW	WMS/AWMS	Vacant*
815-1139-001	HHW	OT (Typing)	Vacant*
Risk Evaluation Br.			
816-3786-804	Special Waste	WME/AWME	Vacant*
816-3787-003	Special Waste	AWME	Vacant
816-3787-004	Special Waste	AWME	Vacant
816-3787-005	Special Waste	AWME	Vacant
Standards & Research Br.			
821-0759-002	Standards Devel.	Sr. WMS	Vacant
821-3786-802	Standards Devel.	WME/AWME	Vacant/LT 6/93
822-3786-801	Special Studies	WME/AWME	Vacant
Technology Evaluation Br.			
831-0757-802	Transformation	WMS/AWMS	Vacant
876-3786-802	Technical Eval.	WME/AWME	Recruiting

*Recruitment suspended due to internal hiring freeze.

CIWMB Vacancy Status Report

ADMINISTRATION COMMITTEE
5-May-93

Report Date	<u>6/23/92</u>	<u>7/24/92</u>	<u>8/20/92</u>	<u>9/10/92</u>	<u>9/23/92</u>	<u>10/21/92</u>	<u>11/23/92</u>	<u>12/21/92</u>	<u>2/1/93</u>	<u>3/4/93</u>	<u>4/7/93</u>	<u>5/5/93</u>
Total Budgeted Positions (1)	386.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5	437.5
Total Filled Positions	330.0	347.0	353.0	357.0	360.0	360.0	357.5	367.0	362.0	358.0	357.0	361.0
Total Vacancies	56.5	90.5	84.5	80.5	77.5	77.5	80.0	70.5	75.5	79.5	80.5	76.5
Recruiting (2)	40.5	36.5	33.5	42.5	42.5	41.5	52.0	41.0	15.0	13.5	34.5	26.5



(1) Budgeted Positions, 379.5 FY 91-92; Administratively Established Positions, 7, FY 91-92 (3 March 92, 4 May 92); Budgeted Positions, 436.5 FY 92-93; Administratively Established Position, 1 FY 92-93.

(2) Recruitment includes distribution of Job Opportunity Bulletins and placement of ad in Capitol Weekly newspaper. Recruitment information not available 3/91 - 12/91.

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD

Administration Committee
Meeting Agenda
June 7, 1993

AGENDA ITEM # **6**

ITEM: Quarterly Affirmative Action Activity Report

BACKGROUND: This report reflects the composition of the CIWMB's staff.

ANALYSIS: This report is presented as an information item. The report reflects all full time civil service employees and now currently includes Board Advisors and Committee Analysts for the reporting period of January 1, 1993 through March 31, 1993.

STAFF COMMENTS: Staff are available to answer questions.

Prepared by: Donna Hansen *dh* Phone: 255-2247

Reviewed by: Terry Jordan *TJ* Phone: 255-1399

CIWMB
 Quarterly Affirmative Action Activity Report
 January 1, 1993 - March 31, 1993

Authorized Positions: 436.5
 Positions Filled: 344.0***

	White	Black	Hispanic	Asian	Filipino	Pacific Islander	American Indian	Other	Total	Disabled**
Labor Force Parity*	M 33.4%	M 03.1%	M 14.3%	M 03.4%	M 01.2%	M 00.2%	M 00.3%	M 00.1%	M 56.0%	6.3%
	F 27.0%	F 03.1%	F 09.3%	F 02.9%	F 01.1%	F 00.2%	F 00.3%	F 00.1%	F 44.0%	
CIWMB Workforce Composition by Ethnicity and Gender	M 37.5%	M 01.5%	M 03.5%	M 02.6%	M 01.5%	M 00.0%	M 00.3%	M 00.6%	M 47.5%	5.1%
	F 38.1%	F 04.6%	F 06.4%	F 02.0%	F 00.6%	F 00.3%	F 00.0%	F 01.1%	F 52.5%	
Deficiencies +/- Parity	M +04.1%	M -01.6%	M -10.8%	M -00.8%	M +00.3%	M -00.2%	M +00.0%	M +00.5%	M -07.7%	-1.2%
	F +11.1%	F +01.5%	F -02.9%	F -00.9%	F -00.5%	F +00.1%	F -00.3%	F +01.0%	F +10.0%	
Quarterly Changes in Workforce	M +00.5%	M -00.3%	M +00.3%	M No Changes	M +00.1%	M No Changes	M +00.3%	M -01.1%	M -00.2%	-0.9%
	F +00.9%	F +00.3%	F +00.1%	F No Changes	F -00.3%	F +00.3%	F No Changes	F -00.9%	F +00.4%	

JOB CATEGORIES

Office Services	M 05.0%	M 00.0%	M 02.5%	M 02.5%	M 00.0%	M 00.0%	M 00.0%	M 00.0%	M 10.0%	2.5%
	F 50.0%	F 15.0%	F 17.5%	F 02.5%	F 02.5%	F 02.5%	F 00.0%	F 00.0%	F 90.0%	
Professional*	M 48.8%	M 01.4%	M 03.7%	M 03.7%	M 01.9%	M 00.0%	M 00.5%	M 00.9%	M 60.9%	5.9%
	F 30.7%	F 01.9%	F 03.7%	F 02.3%	F 00.5%	F 00.0%	F 00.0%	F 00.0%	F 39.1%	
Technical	M 00.0%	M 00.0%	M 00.0%	M 00.0%	M 09.1%	M 00.0%	M 00.0%	M 00.0%	M 09.1%	0.0%
	F 63.6%	F 00.0%	F 18.2%	F 00.0%	F 00.0%	F 00.0%	F 00.0%	F 09.1%	F 90.9%	
Administrative (Nonsupervisory)	M 19.2%	M 03.9%	M 00.0%	M 23.1%	5.8%					
	F 55.8%	F 07.7%	F 07.7%	F 01.9%	F 00.0%	F 00.0%	F 00.0%	F 03.8%	F 76.9%	
Administrative (Sup) Managerial, CEA	M 46.2%	M 00.0%	M 11.5%	M 00.0%	M 57.7%	3.8%				
	F 34.6%	F 00.0%	F 03.9%	F 00.0%	F 00.0%	F 00.0%	F 00.0%	F 03.8%	F 42.3%	

STUDENT ASSISTANTS****

Student Assistant	M 32.9%	M 01.3%	M 09.6%	M 04.1%	M 00.0%	M 00.0%	M 00.0%	M 05.5%	M 53.4%	0.0%
	F 31.5%	F 05.5%	F 01.4%	F 04.1%	F 00.0%	F 00.0%	F 00.0%	F 04.1%	F 46.6%	

- * Statewide Labor Force Parity Goals
- ** Disabled Statistics By Category Only
- *** Permanent Full Time Positions
- **** Community Colleges Foundation Contract Employees

HIRES/SEPARATIONS/PROMOTIONS FOR THE QUARTER

	White	Black	Hispanic	Asian	Filipino	Pacific Islander	American Indian	Other	Total	Disabled
All Hires	M 5	M 0	M 0	M 1	M 0	M 0	M 1	M 0	M 7	0
	F 3	F 0	F 0	F 0	F 0	F 1	F 0	F 0	F 4	0
Internal Promotions	M 0	M 0	M 1	M 0	M 0	M 0	M 0	M 1	M 2	0
	F 0	F 1	F 0	F 0	F 0	F 0	F 0	F 0	F 1	0
SROA Hires	M 1	M 0	M 0	M 0	M 0	M 0	M 0	M 0	M 1	0
	F 1	F 0	F 0	F 0	F 0	F 0	F 0	F 0	F 1	0
Separations	M 6	M 0	M 1	M 1	M 0	M 0	M 0	M 0	M 8	0
	F 5	F 1	F 0	F 1	F 0	F 0	F 0	F 1	F 8	0

JOB CATEGORIES

OFFICE SERVICES

1139 Office Technician (Typing)
1379 Office Assistant (Typing)
3224 Senior Legal Typist
1176 Secretary
1247 Executive Secretary I
1245 Executive Secretary II
1728 Executive Assistant
1509 Stock Clerk

PROFESSIONAL

0758 Associate Waste Management Specialist
0757 Waste Management Specialist
2951 Librarian
3754 Associate Engineering Geologist
3756 Engineering Geologist
3786 Waste Management Engineer
3787 Associate Waste Management Engineer
5333 Senior Legal Analyst
5778 Staff Counsel

TECHNICAL

1743 Personnel Services Specialist II
1303 Personnel Services Specialist I
1550 Property Controller I
1741 Accounting Technician
2823 Senior Graphic Artist

ADMINISTRATIVE STAFF (NONSUPERVISORY)

4546 Accounting Officer
4177 Accountant I
4588 Associate Accounting Analyst
5157 Staff Services Analyst
5353 Associate Governmental Program Analyst
5142 Associate Personnel Analyst
4159 Associate Management Auditor
5284 Associate Budget Analyst
1579 Associate Programmer Analyst
1383 Programmer II
1312 Staff Information Systems Analyst
1470 Associate Staff Information Systems Analyst
5792 Research Analyst II (Econ) & (Gen)
5729 Research Analyst I
4707 Business Services Assistant (Specialist)
4177 Business Services Officer I (Specialist)
5278 Management Services Technician
5361 Administrative Assistant I
5601 Information Officer I

ADMINISTRATIVE (SUP), MANAGERIAL, CEA

7500 CEA'S
5597 Information Officer III - CEA
5872 Chief Counsel I - CEA
0752 Supervising Waste Management Specialist
3795 Supervising Waste Management Engineer
3745 Supervising Engineering Geologist
3751 Senior Engineering Geologist
0759 Senior Waste Management Specialist
3790 Senior Waste Management Engineer
4569 Senior Accounting Officer
4800 Staff Services Manager I
4801 Staff Services Manager II
4973 Business Services Officer II
1384 Data Processing Manager II
1381 Data Processing Manager I
5793 Research Manager I (Econ)
5595 Information Officer II

CALIFORNIA INTEGRATED WASTE MANAGEMENT BOARD
 AFFIRMATIVE ACTION REPORT
 THIRD QUARTER FISCAL YEAR 92/93

<u>Group</u>	<u>Current Representation</u>	<u>LFP</u>	<u>+ or -</u>
White	75.6%	60.4%*	+15.2%
Black	5.5%	6.2%	-00.7%
Hispanic	9.9%	23.6%*	-13.7%
Asian	4.6%	6.3%*	-01.7%
Filipino	2.1%	2.3%	-00.2%
Pacific Islander	0.3%	0.4%	-00.1%
American Indian	0.3%	0.6%	-00.3%
Other	1.7%	0.2%	+01.5%
<hr/>			
Women	52.5%	44.0%	+08.5%
Disabled	5.1%	6.3%	-01.2%

*Due to the 1990 U.S. Census, new labor force representation has changed for the following target groups:

- White; from 69.8% to 60.4%
- Hispanic; from 17.2% to 23.6%
- Asian; from 3.6% to 6.3%

It should be noted this report includes Advisors and Committee Analysts.

CIWMB
Quarterly Affirmative Action Activity Report
January 1, 1993 - March 31, 1993

