



STATE OF VERMONT
LEGISLATIVE JOINT FISCAL OFFICE

Memorandum

To: Joint Legislative Management Committee

From: Stephen Klein Fiscal Officer,
Catherine Benham, Associate Fiscal Officer

Date: March 29, 2021

Re: Joint Fiscal Office position update/request

2 VSA § 42. Oversight and management functions

(a) The Joint Legislative Management Committee shall:

(2) approve requests for new, permanent positions in staff offices as appropriate, for inclusion in the proposed Legislative Branch budget;

Staffing during the pandemic is challenging and this is an update/request related to two possible positions: one to fill the IT Project Review role (as either a consultant or a position) and one for a Fiscal Analyst primarily working in revenues and economic development. The funding for these positions would be addressed in the Senate budget process and could come from ongoing resources or legislative budget carryforward.

- 1. Information Technology Project Review Capacity:** Dan Smith (IT consultant) will be leaving us in August at the end of his current contract. He will have been with us for six years. The IT project review capacity has been extremely useful for the Legislature and we recommend keeping that capacity. As was the case when we hired Dan, we would look for a consultant relationship or a position depending on what we find and would suggest a two-year funding of \$250,000. In past years, this funding has come from the Capital Bill, but with IT being funded from other resources, we will look to legislative carryforward or other resources. The proposal is attached and follows the language we have used over the past years.
- 2. Fiscal Analyst Position, primarily working in revenues and economic development:** We have had limited revenue staff in the past, and with the pandemic we find ourselves very understaffed to meet the needs of various committee. We suggest adding a full-time position to strengthen our capacity to meet demands in the revenue and related areas including economic development, to do fiscal notes and to meet other requests of legislative committees. The estimated cost would not exceed \$120,000. We propose the following language:

One new permanent exempt position, "Fiscal Analyst" is authorized in the Legislative Joint Fiscal Office (JFO).

Sec. 32. INFORMATION TECHNOLOGY REVIEW

(a) The Executive Branch shall transfer, upon request, one vacant position for use in the Legislative Joint Fiscal Office (JFO) for a staff position, or the JFO may hire a consultant, to provide support to the General Assembly to conduct independent reviews of State information technology projects and operations.

(b) The Secretary of Administration and the Chief Information Officer shall:

(1) provide to the JFO access to the reviews conducted by Independent Verification and Validation (IVV) firms hired to evaluate the State's current and planned information technology project, as requested;

(2) ensure that IVV firms' contracts allow the JFO to make requests for information related to the projects that it is reviewing and that such requests are provided to the JFO in a confidential manner; and

(3) provide to the JFO access to all other documentation related to current and planned information technology projects and operations, as requested.

(c) The JFO shall maintain a memorandum of understanding with the Executive Branch relating to any documentation provided under subsection (b) of this section that shall protect security and confidentiality.

(d) To fund this work for FY 2022 and FY 2023, notwithstanding 32 V.S.A 706, at the close of FY 2021 \$250,000.00 in carryforward from the legislative budget shall be transferred to the Joint Fiscal Office.

Note: (a)-(c) are the standard language used over the years for the IT project review work. (d) would have the funding come from the legislative budget carryforward.