

Department of California Highway Patrol—Continued

mobile Manufacturers Association toward the development of better safety devices on motor vehicles and the removal from roadways of devices which have proven inadequate.

3. Established a uniform procedure on a quarterly basis for the preparation and processing of requisitions for supplies and equipment. This quarterly procedure has greatly reduced the number of requisitions, has saved time in shipping charges. It has also eliminated acknowledging receipt of the supplies by returning a signed copy of the requisition. This, too, has saved mailing charges and filing time. As a short-cut the procedure provides that requisitions be mailed direct from area rather than through channels, thus speeding up the process of requisitioning by several days.

4. The department has expanded its program of conference-type meetings of various levels of command in order that maximum effectiveness and uniformity of operation might be attained.

**DEPARTMENT OF INDUSTRIAL RELATIONS**

ITEM 140 of the Budget Bill

Budget page 500  
Budget line No. 32

**FOR SUPPORT OF DEPARTMENT OF INDUSTRIAL RELATIONS FROM THE GENERAL FUND**

Amount requested .....	\$6,306,715
Estimated to be expended in 1955-56 Fiscal Year .....	5,933,503
Increase (6.3 percent) .....	\$373,212

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget Line page No.
		Work load or salary adjustments	New services	
Salaries and wages .....	\$256,959	\$256,959	--	509 22
Operating expense .....	81,983	81,983	--	509 23
Equipment .....	35,503	35,503	--	509 24
Less: increased reimbursements .....	-1,233	-1,233	--	509 34
<b>Total increase .....</b>	<b>\$373,212</b>	<b>\$373,212</b>	<b>--</b>	<b>509 36</b>

**RECOMMENDATIONS**

Amount budgeted .....	\$6,306,715
Legislative Auditor's recommendation .....	6,272,905
Reduction .....	\$33,810

**Fees**

During the past year the Department of Finance reviewed the fees administered by the Divisions of Housing, Industrial Safety, Industrial Welfare, Labor Law Enforcement, and the Industrial Accident Commission to determine the extent to which the sums collected covered the actual costs of the services for which fees were paid.

The results are summarized as follows:

## Department of Industrial Relations—Continued

Division and type of fee (Date fees set)	Revenue	Cost of services	Surplus (+) or deficiency (—)	
			Amount	Percentage
Housing (1937)				
Construction and occupancy permit fees-----	\$11,664	\$19,468	—\$7,804	—40.1
Transfer of ownership fees-----	6,960	8,638	—1,678	—19.4
Industrial Safety (1949)				
Elevator inspection fees-----	13,473	24,854	—11,381	—45.8
Boiler and air tank fees-----	62,673	141,989	—79,316	—55.9
Industrial Accident Commission (1937)				
Transcript of hearings-----	11,430	22,174	—10,744	—48.5
Industrial Welfare (1939)				
Industrial homework permit fees	8,000	9,225	—1,225	—13.3
Labor Law Enforcement (1949)				
Employment agency fees-----	74,075	65,159	+8,916	+14.7
Artists' managers fees-----	7,050	5,322	+1,728	+32.5
Farm labor contractor fees-----	33,150	52,579	—19,429	—37.0

As can be seen above, the Divisions of Housing, Safety, Welfare, and the Industrial Accident Commission provide services in excess of the fees collected. Only a few of the Labor Law Enforcement fees exceed the costs of the related services performed by this agency.

As this year's budget analysis shows, an increased demand for services is being made upon these state divisions and indications point to even further growth in years to come. This requires more staffing if the services are to be performed.

Also it can be noted that fees have not been changed in many years. As an example, a fee set 20 years ago may have covered full cost at that time, but now it represents only half due to cost increases.

We recommend fees be increased to reflect current costs, and that a policy be established to allow for fee adjustments upon future cost changes.

## Division of Administration

## GENERAL SUMMARY

The Division of Administration of the Department of Industrial Relations is composed of the director's office, the supervisor of industrial accident self-insurance plans, the accounting office, and all general housekeeping services and fiscal management.

## ANALYSIS

The budget request of \$580,641 is \$51,835 increase over the estimated expenditures of \$528,806 for the current fiscal year.

Provision is made for increases in rent at locations where renewal of existing leases must be negotiated at higher rates or additional personnel in field offices necessitates additional space. Replacement of automobiles includes those automobiles outside of the metropolitan areas which were not included in the state pool. These two items account for most of the division's budget increase.

We recommend approval as submitted.

**Division of Conciliation**

**GENERAL SUMMARY**

Section 65 of the Labor Code authorizes the department to "investigate and mediate labor disputes providing any bona fide party to such dispute requests intervention by the department and the department may proffer its services to both parties when work stoppage is threatened and neither party requests intervention. In the interest of preventing labor disputes the department shall endeavor to promote sound union-employer relationships. The department may arbitrate or arrange for the selection of boards of arbitration on such terms as all of the bona fide parties to such dispute may agree upon." The director is responsible for the administration of Section 65.

Work of the Conciliation Service is conducted through a supervisor of conciliation with headquarters at San Francisco and a staff of seven conciliators with offices at San Francisco, Los Angeles, Fresno, and Sacramento. Service is rendered in all parts of the State.

By formal agreement between the Department of Industrial Relations and the Federal Mediation and Conciliation Service, a policy of cooperation has been established whereby the State and federal agencies complement each other without duplication or conflicting services.

**ANALYSIS**

The budget request of \$107,448 from the Conciliation Division provides for continuation of its existing program at the same level of services as during the past year. We recommend approval as submitted.

**Division of Industrial Accidents**

**GENERAL SUMMARY**

The Division of Industrial Accidents administers the workmen's compensation laws and is under the control of the Industrial Accident Commission, consisting of seven members appointed by the Governor. The chairman of the commission is designated by the Governor. The chairman serves as administrative officer and the remaining six members function as two panels—Panel No. 1 in San Francisco, and Panel No. 2 in Los Angeles.

The commission is staffed with referees who hear all claims filed with the commission, doctors who provide medical opinions regarding claimants, rating specialists who prepare and maintain disability schedules and determine the degree of permanent disability suffered by the claimant, and lawyers who represent the commission in court and other legal proceedings.

The work load of the commission remained about the same during the 1954-55 Fiscal Year as compared to the previous year (1953-54).

	1953-54	1954-55
Total filings <sup>1</sup> .....	33,039	33,003
Total dispositions <sup>1</sup> .....	32,266	34,168
Total hearings .....	26,550	25,933 <sup>2</sup>

<sup>1</sup> These include original applications for accident claims, requests for reconsiderations, and supplemental proceedings.

<sup>2</sup> This shows a slight decrease due to utilization last year of different means of handling cases without requiring a hearing.

Based on the case load for the first six months of the current fiscal year (July 1, 1955, through December 31, 1955) the commission esti-

## Division of Industrial Accidents—Continued

mates approximately 5 percent increase in total filings and dispositions this year over 1954-55.

## ANALYSIS

The budget request of \$1,908,058 is \$43,554 over estimated expenditures of \$1,864,504 for the current year.

On November 10, 1954, this office submitted a report on selected procedures of the Industrial Accident Commission. In the report we recommended certain standards of performance for the clerks' offices in San Francisco and Los Angeles in a simplified procedure which was worked out cooperatively with the staff of the commission. The Department of Finance has not yet made a decision concerning those findings.

The report also suggested changes in the records management program of the commission. The commission has eliminated some 14,404 duplicate files at the Central Record Depository and has eliminated duplicate Los Angeles registers covering a period from 1917 through 1944. These duplicate registers were kept in San Francisco and they filled 148 volumes.

The commission is currently considering destroying files that are over 25 years old with the exception of life pension cases and possibly lifetime medical cases. Chapter 1700, Statutes of 1955, was enacted to authorize the commission to set a retention period on records. If this action is taken by the commission this would eliminate approximately 570 file drawers of material which we estimate would cost the State \$52,668 to store for the next 30 years. This estimate does not include estimates of larger annual increments that would be added to this category or records that are over 25 years of age.

Another recommendation currently under study is the purging of files between 5 and 25 years of age of all material other than the official address sheet and the legal file in all cases except life pension and lifetime medical cases. We had originally estimated a 35 percent reduction, or 605 file drawers, if this were accomplished. This was estimated to save the State \$55,902 over the next 30 years. This estimate may have to be modified due to the fact that the identity of lifetime medical cases would require screening by a trained person. The commission is conducting a small trial run so that a decision can be made as to whether or not it would be good economics to hire one or two qualified persons to purge these files with the exception of life pension and lifetime medical cases.

The following new positions are proposed :

2 Associate counsels .....	\$16,224
2 Senior stenographer-clerks .....	7,440

One associate counsel is proposed for each panel of the I. A. C. (Los Angeles and San Francisco) to implement Chapter 1822, Statutes of 1955, which requires that a decision of the Industrial Accident Commission, either granting or denying a petition for reconsideration, be in writing, and state the reasons.

These positions have been established in the current year, financed from salary savings, but are shown as proposed new positions in 1956-57. One associate counsel position is a reclassification of the junior counsel post authorized last year.

**Division of Industrial Accidents—Continued**

The remainder of the budget provides for services at the existing level. We recommend approval as submitted.

**Division of Industrial Safety**

**GENERAL SUMMARY**

The Division of Industrial Safety is vested with supervisory and jurisdictional responsibilities necessary for the protection of employees from injuries connected with or arising from their employment. This division administers laws pertaining to safety, issues safety orders, investigates and studies causes of industrial injuries, prepares and distributes information on prevention of accidents, and makes inspections of places of employment to determine if employers are complying with minimum safety standards.

The work load of field safety engineers requires between 40 and 60 percent of their time for inspections and the remainder for investigating complaints and accidents, furnishing information, giving advice, education, and travel.

Most of the safety inspection and accident investigation program is divided among six categories: construction, boilers, industrial, elevators, electrical, and mining and petroleum.

**ANALYSIS**

The Division of Industrial Safety has requested funds to provide four more safety engineers to take care of the additional work load in boiler inspections, and one safety engineer to provide greater uniformity in electrical code enforcement and service in the San Joaquin Valley. Two clerical positions are proposed as supporting staff for these additional engineers. Cost of the new positions is as follows:

4 Safety engineers (boiler) .....	\$21,984
1 Safety engineer (electrical) .....	5,496
2 Intermediate typist-clerks .....	5,832

**Boiler Program**

The State's increased program for boiler inspections stems from three factors:

1. Unexpected acquisition of the inspection program of a large oil company.
2. Increased requests to investigate low pressure boiler installations in public buildings.
3. Growth of industries in the State which has resulted in backlog of the regular inspection program.

In the first case, a major oil company has been conducting its own inspection program with company personnel certified by the State. Retirement of these inspectors resulted in the oil company abandoning its own inspection program, thus reverting the program to the State. As this program covers some 2,000 air tanks, the increased work load suddenly acquired by the State would be equivalent to the full-time services of two boiler inspection engineers. This is based on the normal average of 900 tank inspections per man per year. Revenue for inspection fees will increase as a result of this new obligation, but will only cover about 45 percent, or about \$3,500, of the costs.

Division of Industrial Safety—Continued

Secondly, the division has been receiving an increasing number of requests from schools, hospitals, and other places of public gathering to inspect low pressure boilers that were installed prior to establishment in the past year of standard safety requirements for such installations. While these low pressure vessels do not require routine inspections under present state rules and laws, there is greater concern among public groups regarding safety of these installations. A number of recent accidents, while none were very serious, has increased the requests for these state inspections. The State has accepted this added work load based upon requests filed. A program that checked all such boilers would probably require a doubling of the staff. This new service based upon requests for service will call for one additional boiler safety engineer, although the inspections will be spread among all existing field representatives.

Thirdly, the normal increased work load of regular inspections in the State has brought about the need for a fourth engineer. This is evidenced by an increasing backlog of inspections: 1,281 boilers, 15,409 air tanks, and 3,261 low pressure gas tanks. Boiler inspections are required every year, and tanks every three years. Effective this year, inspection period for tanks was changed from two- to three-year intervals.

Work loads in the division are shown below with a comparison between 1952, when the last addition to this staff was authorized, and 1954.

	<i>Total in State</i>		<i>Coded to State for inspection</i>		<i>Total field inspections by State</i>	<i>Increase in state inspections</i>
	1952	1954	1952	1954	1954-55	1952-54
Boiler .....	15,253	17,459	2,654	3,143	2,089	489
Air tanks (butane and propane)	72,235	75,801 <sup>1</sup>	25,314	28,698	7,364	5,384 <sup>2</sup>
Low pressure gas tanks .....	12,426	10,877 <sup>1</sup>	8,394	9,310	2,997	916

<sup>1</sup> Totals after files purged of inactive objects in 1953.

<sup>2</sup> Includes additional burden of 2,000 oil tanks of major oil company.

We recommend that three boiler safety engineers be included in the budget for the existing work load; and that the fourth engineer position be included in the budget for one year to investigate low pressure boilers, but need for continuation of this fourth position be re-examined at the end of the year.

Electrical Program

The electrical section is charged with the responsibility of uniform enforcement of the electrical safety orders throughout California.

The division states that at the present time the San Joaquin Valley area, with more than 26,000 places of employment and more than 200,000 employees is without a full-time state electrical safety engineer. The seven existing engineers are divided, three in Northern California and four in Southern California. Of the three in the north, one covers the coastal area north of San Francisco. Another inspects the valley area from Sacramento north, and the third works between San Francisco and Bakersfield. The San Joaquin Valley, with its expanding

**Division of Industrial Safety—Continued**

industrialization, is in need of full-time electrical safety services of this division.

We recommend that an electrical safety engineer be included in the budget.

**Division of Industrial Welfare**

The Division of Industrial Welfare now has five major functions consisting of: (1) enforcement of the 11 industry orders regulating the minimum wages, maximum hours and working conditions of women and minors; (2) enforcement of Labor Code sections concerning the Eight-Hour Law for Women, weight lifting restrictions, seating requirements and equal pay; (3) licensing and regulating industrial homework; (4) enforcement of a prohibitory order restricting garment manufacturing in homes; and (5) issuance of permits for a special minimum wage, permits for exemptions from certain provisions of the orders and defense production permits.

Enforcement is achieved by: (1) investigation of complaints by hearings or inspections; (2) regular field inspections to prevent violations; (3) legal action through the prosecuting attorney's office or justice of the peace courts; and (4) processing of requests for permits by field investigation.

On October 7, 1955, the Welfare Commission voted to request \$38,529 in funds for reopening and reconsideration of all 11 commission orders in effect since August of 1952. One of these orders currently is being revised, that one dealing with professional, technical and clerical workers. Public hearings would be held for revisions in the orders for the following categories:

- Manufacturing and mercantile (excluding canning and preserving)
- Personal service
- Canning and preserving
- Professional, technical, clerical and similar occupations
- Public housekeeping
- Laundry, dry cleaning and dyeing
- Industries handling farm products after harvest
- Transportation
- Amusement and recreation
- Motion pictures (extras)
- Motion pictures (other than actors and actresses)

**ANALYSIS**

The budget request for 1956-57 seeks the following new positions:

5 Industrial welfare agents .....	\$26,160
2.5 Intermediate stenographer-clerks .....	7,650
Total .....	<u>\$33,810</u>

The division has had 21 agents since the 1948-49 Fiscal Year. In 1952-53 a request was made for two additional agents but this was denied by the Legislature. A similar request for three agents in 1953-54 was also denied by the Legislature.

**Division of Industrial Welfare—Continued**

The division uses three factors to demonstrate its work-load increase:

1. Complaints have increased from 4,859 in 1951-52 to 6,898 in 1954-55, or by 40 percent.
2. Employment of women has increased from 1,206,000 in 1950 to 1,548,000 in 1955, or 28 percent.
3. Business establishments have increased from 245,247 in 1950 to 272,235 in 1955, or 11 percent.

If the Legislature wishes to expand this division we feel that the five new positions would probably be justified on a work-load basis if 1948-49 is used as a base year. However, we do not feel that the work-load figures presented have much validity in the method in which they are presented, with the possible exception of the increase in the number of complaints. For example, of the 272,235 business establishments in the State, this division inspected 5,706 in 1954-55 and the enforcement activities including inspection, hearings and conferences affected 178,236 women out of a total of 1,500,000 employed women. The value of the total figures as a basis for a work-load measure is practically meaningless.

*We therefore recommend that the new positions be not granted and that the Legislature consider the integration of the work of the Division of Industrial Welfare with that of the Division of Labor Law Enforcement at the next session of the Legislature.* Both divisions are enforcing labor laws and it is illogical to have a differentiation on the basis of sex. This leads only to duplicated visits to the same businesses and unnecessary work in attempting to delineate areas of responsibility between the two divisions.

We would also recommend that the Department of Finance work with the Department of Industrial Relations to develop an acceptable work load standard for this division in case it is determined not to be desirable to consolidate the work of the two divisions.

**Division of Labor Law Enforcement****GENERAL SUMMARY**

The Division of Labor Law Enforcement is responsible for the administration and enforcement of labor laws not specifically under jurisdiction of other state agencies. Among these are laws relating to payment of wages, child labor laws, laws regulating private employment agencies, and laws relating to ventilation and sanitary conditions of places of employment, Weekly Day of Rest Law, and Public Works Law.

This division is the oldest governmental body in California charged with the administration and enforcement of laws for the promotion of social well-being. This agency was created in 1883 when the Legislature established the Bureau of Labor Statistics. In 1927, the bureau was made a division of the Department of Industrial Relations and its name changed to the Division of Labor Statistics and Law Enforcement. Under provisions of the 1945 statute reorganizing the department, the statistical functions of the division were transferred to a newly created Division of Labor Statistics and Research. The law enforcement functions were retained in the renamed Division of Labor Law Enforcement.

Division of Labor Law Enforcement—Continued

The division estimates an over-all increased work load of approximately 4 percent for 1955-56 and 3.6 percent for 1956-57, broken down by category as follows:

	Actual 1954-55	Estimated 1955-56	Estimated 1956-57
Total complaints -----	32,187	33,550	34,700
Wage claims -----	25,933	26,750	27,500
Nonwage -----	3,622	4,000	4,200
Employment agency controversies-----	2,632	2,750	3,000
Licenses			
Employment agencies -----	1,157	1,200	1,240
Farm labor contractors-----	1,332	1,380	1,380

The projection on wage claims is based on an assumption that with economic conditions remaining substantially the same, there will be no decided movement either up or down but that the increasing population, employment, and industrial activity in the State automatically will be reflected in a moderate increase of work in this category.

An increase is expected in the number of complaints having to do with failure of employers to make required contributions to health and welfare funds. This is a relatively new type of complaint and provisions for these funds in various union agreements is on the increase. Therefore, it is anticipated that complaints of this type will increase materially.

ANALYSIS

The division requests an additional deputy labor commissioner for each of the San Diego, Long Beach, and Stockton areas. Two clerks are included as supporting staff for the modified assignments of existing staff and the additional deputies.

The requests are as follows:

3 Deputy labor commissioners-----	\$16,488
2 Intermediate stenographer-clerks-----	6,432

All three of these areas (San Diego, Long Beach, and Stockton) are experiencing increases in complaint loads due to industrial expansion. Justification for the new commissioners is based upon an average case load figure of 900 per deputy. This standard is applied by the Department of Finance to arrive at the needs for increased staff in each office throughout the State. However, the Division of Labor Law Enforcement feels a case load figure somewhere between 600 and 700 per deputy is more in line with what each position can handle without working both a severe handicap on the staff and at the same time providing inferior service to the people.

The increases in complaint load for San Diego, Long Beach, and Stockton appear to justify the new deputy labor commissioner positions and supporting clerical staff. Examination for each area is as follows:

*San Diego* claims increased from 1,627 in 1953-54 to 2,049 in 1954-55, an increase of 26 percent. This resulted in overtime work for the two deputies assigned to this office. Indications point to further increases this year and next to a load of nearly 2,500 complaints in 1956-57 due to rapid industrial expansion in this area. During 1954-55 the deputy from El Centro aided the San Diego office. But the El Centro area is marked for expansion, thus eliminating the assistance.

**Division of Labor Law Enforcement—Continued**

*Long Beach.* Two deputies handled nearly 2,500 complaints during 1954-55 by working many overtime hours.

*Stockton.* One deputy and half-time work of a supervisor processed 1,530 complaints from this office during 1954-55. By providing another deputy it will relieve the supervisor to assist other offices when unusual complaint-load increases arise. These include Sacramento and Fresno.

We recommend approval of these new positions and the necessary clerical assistance.

**Division of Apprenticeship Standards**

**GENERAL SUMMARY**

The Division of Apprenticeship Standards is the agency established to carry out and administer the California Apprentice Labor Standards Act, which became effective in 1939. The purpose of the agency is to establish standards for minimum wages, maximum hours, working conditions of apprentices; and to advance their opportunities for profitable employment.

Within the division is an 11-member apprenticeship council which encourages the training of young men and women who desire through apprenticeship to become fully skilled journeymen in trades taking from one to six years to learn. It is the duty of the staff of the Division of Apprenticeship Standards to supervise the training agreements and ensure compliance with the standards that have been established. A certificate of completion is issued to apprentices who have completed successfully their terms of apprenticeship.

Following World War II, the Division of Apprenticeship Standards was given the additional assignment of administering the affairs of veterans who wish to receive apprenticeship or other training on the job as provided by Public Law 346, 78th Congress (GI Bill). In 1952, this function was extended to include Public Law 550, 82d Congress (Korean Veterans Bill). As a result of approval of establishments by the division throughout the State, and with the cooperation of joint labor and management apprenticeship committees, thousands of veterans have completed training and attained journeyman status. The Federal Government reimburses the State for its expenses in handling the Veterans Apprenticeship program. This covers nearly the entire costs of salaries, materials, etc., in the GI Bill phase of the apprenticeship program.

At present there are 19,360 active apprentices in the State. During 1954-55 there were 16,851 active apprentices, and 18,297 during 1953-54.

**ANALYSIS**

The budget reflects a major work-load increase as a request is made for eight additional apprenticeship consultants and five clerks as supporting staff. Cost of this added staff would be:

8 Apprenticeship consultants -----	\$46,176
5 Clerks -----	15,300
<b>Total -----</b>	<b>\$61,476</b>

The division budget for 1956-57 requests \$661,652, or \$81,770 increase over the estimated expenditures of \$579,882 for the current fiscal year.

**Division of Apprenticeship Standards—Continued**

The agency's request for the eight additional consultant positions is based upon a work-load formula developed by the Department of Finance, the Legislative Auditor, and the Department of Industrial Relations. The formula is used to justify the need for eight more consultants by applying relative weights to four principal factors that affect the work load.

These are shown as follows:

<i>Weight Pct.</i>	<i>Work load</i>	<i>1955-56</i>	<i>1956-57</i>
50	Active apprentices -----	18,028	19,812
25	Registrations -----	10,915	11,000
15	Completions -----	3,826	4,000
10	Cancellations -----	5,305	5,360
100	Weighted units -----	12,847	13,792

The average work ratio of 219.8 units per consultant when applied to the estimated total for 1956-57 shows a need for 63 men, or eight more than the present 55 men handling the program. (Of the 55, eight presently are employed directly by the Federal Government's Bureau of Apprenticeship Standards, and the State's number of employed consultants totals 47.)

The work ratio of 219.8 differs from the 210 ratio set up for this past year's budget. This change was made by the Department of Finance and agreed upon by the division.

We recommend the budget be approved as submitted.

**Division of Housing**

**GENERAL SUMMARY**

In 1913 the Legislature created a Commission of Immigration and Housing, and when the Department of Industrial Relations was created in 1927, the commission was made a division of the department. In 1945, the Department of Industrial Relations was reconstituted and the commission was renamed the Commission of Housing. This commission consists of five members who are appointed by the Governor. It is empowered to determine policies for the guidance of the division in all matters concerning the administration of laws which the division is to enforce.

These laws are outlined in the Health and Safety Code and the Labor Code. They cover such matters as regulation of construction, maintenance, use and occupancy of apartment houses and hotels outside of cities, and apartment houses, hotels and dwellings within cities; regulation of auto courts, resorts and motels in rural areas and auto and trailer parks throughout the State except in cities having and enforcing ordinances as stringent as the minimum state requirements; and regulation of labor camps and labor supply camps throughout the State.

**ANALYSIS**

The budget request for this division totals \$333,038, an increase of \$13,321 over the estimated expenditures of \$319,717 for the current fiscal year.

**Division of Housing—Continued**

The majority of the increase is covered by the following proposed additional positions:

2 District representatives .....	\$9,960
1 Intermediate stenographer-clerk .....	3,060
	\$13,020

It is proposed to place one district representative and the clerk in the northern area, and the other district representative in the southern area. The following tables show the projects on record and the number of inspections conducted by the division's district representatives during the past four years. The projects on record refer to those units which are registered with the State, as required by law.

Projects of Record				
	<i>Auto courts</i>	<i>Trailer parks</i>	<i>Employee housing</i>	<i>Employee housing, estimated</i>
July 1, 1952.....	4,253	3,316	--	5,350
July 1, 1953.....	4,296	3,343	4,818	6,685
July 1, 1954.....	4,446	3,415	5,856	7,000
July 1, 1955.....	4,671	3,490	6,507	7,500
Inspections				
1951-52 .....	2,413	2,769	4,005	--
1952-53 .....	2,568	2,717	3,309	--
1953-54 .....	1,945	2,170	2,405	--
1954-55 .....	2,101	2,217	3,171	--

The decrease in number of inspections during the past two years is explained by the division as being due to legislative extension of the division's jurisdiction to include adoption and enforcement of rules and regulations for independent trailer coaches and for structures in trailer parks which lengthened detail and time of inspections without addition of personnel.

The Division of Housing also has been called upon not only to supervise construction of projects but to ascertain that such are maintained in accordance with construction standards.

Of all projects inspected, an over-all average of 48 percent are found in violation. In order to catch up with so-called "bootlegging" or non-compliance with orders stemming from inspections, the division conducts reinspections in which 55 percent are found still in violation.

A study of the Division of Housing in 1950 concluded that 335 inspections were the maximum load which should be established per field representative. It was decided that this standard be used as a basis for future budget requests.

On July 1, 1955, there were 14,668 projects on record. In applying the 335 standard for 27 representatives on the staff, we have:

$$335 \text{ (standard)} \times 27 \text{ (representatives)} = 9,045 \text{ (inspections)}$$

However, there were only 7,489 inspections made during 1954-55, indicating either too much time was taken up on other duties or that the 335 standard is inapplicable. Based on the work-load figures listed above regarding ratio of inspections to number of units on record, there appears to be justification for the new positions if the division is to conduct the full-scale inspection program intended by the Legislature. It also might be desirable to determine the degree of enforcement desired

**Division of Housing—Continued**

by the Legislature as a basis for further staffing problems and to determine whether the agency is making inspections for which there is no legal basis.

We recommend approval of the budget as submitted.

**Division of Labor Statistics and Research**

**GENERAL SUMMARY**

The Division of Labor Statistics and Research collects and compiles facts and statistics relative to the condition of labor in the State; publishes monthly statistics of employment; and, in cooperation with the Department of Employment, prepares monthly estimates and forecasts on civilian employment and unemployment within the State. It works in conjunction with other state agencies and the U. S. Bureau of Labor Statistics in the collection and presentation of these data. The division makes studies and investigations in the field of industrial relations. It compiles statistics of industrial accidents for use in accident prevention work, administrative statistics for the Industrial Accident Commission, and performs similar services for other divisions of the Industrial Relations Department.

**ANALYSIS**

The budget request for expenditures by this division totals \$303,203 and provides for the same level of services as during the past year. We recommend approval as submitted.

**OFFICE OF STATE FIRE MARSHAL**

ITEMS 141, 142 and 143 of the Budget Bill

Budget page 510  
Budget lines Nos. 7, 28, 39

**FOR SUPPORT OF STATE FIRE MARSHAL FROM THE GENERAL, FAIR AND EXPOSITION, AND DIVISION OF ARCHITECTURE PUBLIC BUILDING FUNDS**

Amount requested .....	\$372,381
Estimated to be expended in 1955-56 Fiscal Year.....	358,387
Increase (3.9 percent).....	\$13,994

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget Line page No.
		Work load or salary adjustments	New services	
Salaries and wages .....	\$12,208	\$12,208	—	511 60
Operating expense .....	—3,860	—3,860	—	511 82
Equipment .....	646	646	—	512 9
Decreased reimbursements .....	5,000	5,000	—	512 15
Total increase .....	\$13,994	\$13,994	—	512 17

**RECOMMENDATIONS**

Amount budgeted .....	\$372,381
Legislative Auditor's recommendation.....	372,381
Reduction .....	None

**ANALYSIS**

The Office of the Fire Marshal proposes to carry on its functions at approximately the same level of service as was authorized in the Gen-

State Fire Marshal—Continued

eral Session for the current fiscal year. The 1955 General Session of the Legislature provided for a new program in this office called the Fireworks Enforcement Law, which requires manufacturers, importers, exporters, wholesalers, retailers, operators and public displays to be licensed. The annual license fees required by this law pay the costs of this function. Revenues are estimated at \$19,750 for 1956-57. This program increased the original budget for the current fiscal year by approximately \$13,000 by the addition of one deputy state fire marshal, grade II, and an intermediate stenographer-clerk. These positions were effective from October, 1955, for the balance of the current year and are shown as presently authorized positions in the 1956-57 Governor's Budget.

One additional deputy state fire marshal I is requested for the 1956-57 Fiscal Year to enable the office to keep inspection work in pace with new construction. The following table indicates the amount of work units that were actually expended during 1954-55, as well as the estimated units for 1955-56 and 1956-57. A work unit is defined as 10 minutes, or one hour being equal to six units.

Combined Engineering Enforcement Work Load in Units for 1956-57 Fiscal Year Budget

Occupancy special category	Units expended 1954-55		Estimated units 1955-56		Estimated 1956-57 Units Percent of workload	
	Units	Percent	Units	Percent	Units	Percent
Private mental hospitals -----	11,237	1.8	11,940	1.8	11,550	1.7
Private welfare institution ----	73,229	11.7	78,500	11.9	84,150†	12.3
Cleaning plants ----	126,351	20.1	130,000	19.8	133,000	19.4
Cleaning shops ---	9,629	1.5	7,960	1.2	8,132	1.2
Public assemblages	26,718	4.3	24,520	3.7	26,400	3.8
State and county fairs -----	21,819	3.5	19,067*	2.9	19,250	2.8
State buildings (other than institutions) ---	25,950	4.1	34,950	5.3	41,150	6.0
Miscellaneous ----	61,298	9.8	57,198	8.7	55,750	8.1
Public and private hospitals -----	100,144	16.0	108,800	16.5	107,700	15.7
Tent assem., flame retardants, and flammable wearing apparel	36,521	5.8	38,500	5.9	38,500	5.6
Public and private schools -----	104,207	16.6	103,886*	15.8	118,500	17.3
Laboratory miscellaneous ---	6,823	1.0	6,186	.9	6,186	.9
Fire training and inspection state institutions ----	18,000	2.9	18,000	2.8	18,000	2.6
Fireworks -----	5,830	.9	18,000	2.8	18,000	2.6
<b>Totals -----</b>	<b>627,756</b>	<b>100.0</b>	<b>657,507</b>	<b>100.0</b>	<b>686,268</b>	<b>100.0</b>

\* Special appropriation.

† 1956-57 estimates based on units expended per occupancy annually, with projected increases or decreases in number of occupancies. Not based on percent, as 1955-56 estimate.

**State Fire Marshal—Continued**

It would appear that the above work load data provides adequate justification to allow the additional position to be authorized. Therefore, we recommend its approval. The balance of the increase in salaries and wages is due to normal merit salary adjustments. It will be noted that operating expenses for the 1956-57 Fiscal Year's request is \$3,860 below the current budget. This is due primarily to the fact that certain small items were purchased and printing done in the current year for the new fireworks program, which need not be repeated during the 1956-57 Fiscal Year. The amount requested for equipment is increased only slightly, \$646, which is caused mostly by the request for replacement of miscellaneous old pieces of office equipment.

**DEPARTMENT OF JUSTICE**

ITEM 144 of the Budget Bill

Budget page 513  
Budget line No. 37

**FOR SUPPORT OF THE DEPARTMENT OF JUSTICE FROM THE GENERAL FUND**

Amount requested .....	\$3,859,624
Estimated to be expended in 1955-56 Fiscal Year.....	3,565,068
 Increase (8.3 percent) .....	 \$294,556

**Summary of Increase**

	Total increase	INCREASE DUE TO		Budget Line page No.
		Work load or salary adjustments	New services	
Salaries and wages.....	\$234,099	\$234,099	--	522 9
Operating expense .....	48,884	48,884	--	522 10
Equipment .....	33,462	33,462	--	522 11
Less:				
Increased reimbursements, other agencies .....	-10,000	-10,000	--	522 22
Increased reimbursements, special funds agencies.....	-11,889	-11,889	--	513 18
 Total increase .....	 \$294,556	 \$294,556	 --	 513 20

**RECOMMENDATIONS**

Amount budgeted .....	\$3,859,624
Legislative Auditor's recommendation.....	3,859,624
 Reduction .....	 None

**ANALYSIS**

The Department of Justice under the direction of the Attorney General, chief law officer of the State, interprets laws and renders opinions, represents the State and its officers in civil litigation and on appeal from trial courts in criminal cases, operates the state teletype system, compiles statistics pertaining to crime, maintains central fingerprint and modus operandi files, assists peace officers in both criminal and civil investigations, and enforces the State Narcotics Act.

**Methods of Determining Requirements for Optimum Number of Attorneys**

It is evident that it is very difficult to determine the appropriate number of attorneys on any legal staff because the work load varies so extensively according to the type and duration of each case, the degree