

## State First Marshal—Continued

Reimbursements are estimated to be \$60,493 from the Division of Architecture Public Building Fund for reviewing school plans, \$19,160 from subscribers to the building materials lists, \$87,816 from flammable liquid truck licenses and \$46,457 for fire extinguishers licenses for a total of \$213,926. The Dry Cleaners Fund will provide an additional \$91,030. Flammable materials and fireworks registration is expected to provide \$43,700 in revenue to the General Fund.

Additional workload created by Chapters 1207 and 1275, Statutes of 1961, is reflected in the 7.4 percent salaries and wages increase and the 12.8 percent operating expense increase. Eight new positions were administratively authorized to handle the increased workload, three for Chapters 1207 and five for Chapter 1275. These positions were filled as needed, thus a full year's salary is not reflected in the 1961-62 estimate. One position was deleted due to the necessity to reduce Dry Cleaning inspection to a minimum standard. A new accounting technician position is proposed to handle the increasingly complicated fiscal responsibilities.

The 59.7 percent equipment reduction and increased anticipated revenues from the flammable liquid truck licenses and fire extinguisher licenses compensate in part for the increased salary and operation costs. The total proposal of \$611,289 represents a 2.4 percent, or \$14,304, increase over the 1961-62 estimate.

*We recommend approval of this item as budgeted.*

## DEPARTMENT OF JUSTICE

ITEM 142 of the Budget Bill

Budget page 372

FOR SUPPORT OF THE DEPARTMENT OF JUSTICE  
FROM THE GENERAL FUND

Amount requested .....	\$8,252,697
State employees' retirement .....	459,326
State employees' health and welfare .....	64,302
<b>Total .....</b>	<b>\$8,776,325</b>
Estimated to be expended in 1961-62 fiscal year .....	8,551,193
<b>Increase (2.6 percent) .....</b>	<b>\$225,132</b>
<b>TOTAL RECOMMENDED REDUCTION .....</b>	<b>\$164,040</b>

## Summary of Recommended Reductions

Division of General Administration	Amount	Budget	
		Page	Line
Salaries and Wages			
1 Assistant administrative analyst (vacant position) .....	\$7,008	372	77
1 Bookkeeping machine operator (new position) .....	4,296	373	33
1 Junior intermediate clerk (new position) .....	3,456	373	34
1 Intermediate clerk (new position) .....	3,996	373	38
1 Intermediate typist-clerk (new position) .....	3,996	373	41
1 Intermediate clerk (new position) .....	3,996	373	43
<b>Subtotal .....</b>	<b>\$26,748</b>		

## Department of Justice—Continued

## Summary of Recommended Reductions—Continued

	Amount	Budget	
		Page	Line
Division of Civil Law			
Salaries and Wages			
1 Administrative assistant II (vacant position)-----	\$8,520	374	32
Operating expenses			
Traveling-out-of-state -----	\$1,500	374	70
Subtotal -----	\$10,020		
Division of Criminal Law and Enforcement			
Bureau of Criminal Law			
Salaries and Wages			
2 Agent, trust and trade practices (vacant position) ----	\$15,456	376	26, 29
Operating expenses			
Traveling-out-of-state -----	\$2,000	376	41
Subtotal -----	\$17,456		
Bureau of Criminal Statistics			
Salaries and Wages			
1 Senior statistician (vacant position) -----	\$9,852	376	58
2 Intermediate typist-clerk (new position)-----	7,992	376	65
1 Tabulating machine operator I (new position)-----	4,404	376	66
Subtotal -----	\$22,248		
Bureau of Criminal Identification and Investigation			
Salaries and Wages			
7 Fingerprint examiner I (vacant position) -----	\$31,584	377	15
2 Criminologist (vacant position)-----	16,224	377	22
1 Special agent (vacant position)-----	7,356	377	26
Subtotal -----	\$55,164		
Bureau of Narcotic Enforcement			
Salaries and Wages			
3 Narcotic agent I (vacant position)-----	\$17,316	378	36
1 Intermediate stenographer (vacant position)-----	4,092	378	37
1 Intermediate typist-clerk (new position)-----	3,996	378	49
Operating Expenses			
General expense -----	7,000	378	55
Subtotal -----	\$32,404		
Grand total -----	\$164,040		

The recommended reductions in total amount represent 1.9 percent of the total support request of the department for the budget year.

## ANALYSIS

Expenditures proposed for the Department of Justice for fiscal year 1962-1963 amount to \$8,776,325, an increase of \$225,132, or 2.6 percent over estimated expenditures for the current year.

## Salaries and Wages

Wage and salary expenditures for fiscal year 1962-1963 are scheduled at \$6,943,685, a proposed increase of \$417,004 or 6.4 percent. Wages and salaries as proposed will account for 84.1 percent of the proposed department support expenditure for the budget year.

Proposed new positions number 74 in this department with salary savings estimated on the basis of 19.5 which would appear to provide a net gain of only 54.5 effective positions.

## Department of Justice—Continued

## Vacant Positions

We have made special comment in the analysis of each separate division or bureau of the department with reference to authorized positions which, according to information supplied by the department at our request, were vacant as of July 1, 1961 or before, which remained continuously vacant to and were still vacant on December 1, 1961, a period of at least five months.

We have specifically recommended the deletion of these positions in order that the wage and salary money allocated in the department budget, for positions which do not appear to be currently necessary for the continued operation of the department, may be removed from the department appropriation, and, thereafter, become available for other state purposes.

We do not recommend the deletion of all identifiable, unfilled positions such as those, for example, which have become vacant since July 1, 1961 as the result of normal turn-over and which may remain unfilled for a brief period. Attention is directed rather, to those positions which have been or, in the future, may be held vacant for extended periods of time, to enable the agency to operate within the limits of allocated funds or for other reasons and which, under allocation budgeting, may continue to remain unfilled.

Since the department has been able to operate for approximately a half year without the benefit of these authorized, but nevertheless vacant positions, there can be little justification for their continued authorization in the budget year on the basis of workload requirements.

To the extent that such positions are deemed essential to continued department operation, but are temporarily unfilled for reasons beyond the immediate control of the department, the department should come back to the Legislature for their reauthorization when conditions warrant it by reason of demonstrated backlogs.

## Operating Expenses

Operating expenses proposed in total by the department for the fiscal year 1962-1963 amount to \$1,979,451, a decrease of \$100,812, or 4.8 percent less than estimated expenditures for all units within the department for the current year.

We have in general recommended reductions in the separate analyses of the several divisions where it appears that after adjusting the 1960-61 base year expenditures upward to reflect personnel increases the amount proposed for expenditure in the budget year appears to be excessive after allowing for normal growth and price increases.

## Equipment Costs

Equipment costs proposed in total for the department for the fiscal year 1962-1963 amount to \$152,241 a decrease of \$128,571, or 4.8 percent less than estimated expenditures for the current year.

## Division of General Administration

Expenditures proposed for the Division of General Administration for the fiscal year 1962-1963 amount to \$1,692,744, an increase of

## Department of Justice—Continued

\$72,744, or 4.4 percent, over estimated expenditures for the current year.

## Salaries and Wages

## Vacant Position

As of December 1, 1961, the following authorized position in this division had been continuously vacant since July 1, 1961:

1 Assistant administrative analyst (budget page 372, line 77) — \$7,008

We recommend that this position if still unfilled be abolished for a savings of \$7,008.

This position may be one of the type described in the departmental general summary. If it is still vacant it must be recognized that the agency has continued to operate, apparently without serious detriment, for a period of over seven months without the benefit of the services which the position could have provided. There appears to be little, if any, justification for continuing the position authorization in the budget.

## Proposed New Positions

## Sacramento

1 Bookkeeping machine operator (budget page 373, line 33) — \$4,296

1 Junior-intermediate clerk (budget page 373, line 34) — 3,456

## San Francisco

1 Senior legal stenographer (budget page 373, line 37) — 4,740

1 Intermediate clerk (budget page 373, line 38) — 3,996

## Los Angeles

1 Senior legal stenographer (budget page 373, line 41) — 4,740

1 Intermediate typist-clerk (budget page 373, line 42) — 3,996

1 Intermediate clerk (budget page 373, line 43) — 3,996

The proposed new bookkeeping machine operator and the new clerical positions are justified by the division on the basis of increased workload and on the further basis that there has been a reorganization of physical workspace in three of the cities in which the department maintains offices. The added senior legal stenographer positions are proposed in support of the new attorney positions requested for the Division of Civil Law. The Division of Administration provides secretarial services for the department's law offices in Sacramento, San Francisco, and Los Angeles.

We recommend the deletion of all of the proposed new positions except the senior legal stenographers for a saving of \$19,740.

The five proposed new positions for this division for the budget year, other than the two senior legal stenographers, would provide a higher level of staff service than that which currently exists in the division. Since the proposed additions to staff would serve primarily to lessen staff workload rather than improve the quality or quantity of service rendered to the public by the department, we do not find them justified in a year calling for increased economy of operation.

## Department of Justice—Continued

The two senior legal positions were temporarily approved for the current year by administrative order to serve three junior counsel positions also temporarily approved to fulfill a new contract for legal services with the Contractors' License Board. During the legislative hearings on the current budget, this office recommended and the Legislature approved the suggestion that legal services for this board be provided by the Attorney General in lieu of the creation of a separate legal staff for the board. The division now seeks to make these stenographic positions permanent.

*We recommend approval of the two positions of senior legal stenographer as budgeted.*

**Division of Civil Law**

Expenditures proposed for this division for fiscal year 1962-1963 total \$1,196,297, a decrease of \$217,967, or 15.4 percent.

The decrease in expenditures proposed for the budget year by this division reflects directly the anticipated conclusion of the suit of Arizona vs. California and the long continued salary and operating expenses of the special unit which was established to handle this litigation as well as other legal services to the Colorado River Board. We note here that in accordance with our recommendation made during the review of the current budget the special Colorado River unit was merged with this division and its former semi-independent status terminated.

Special legislation enacted at the 1961 General Session of the Legislature provided for the creation of an investment frauds and business crimes unit in the department and the amount of \$125,000 was appropriated in the budget for its staffing and operation during the current year. That unit is maintained and continued in the proposed budget for 1962-1963.

**Salaries and Wages****Vacant Position**

As of December 1, 1961, the following authorized position in this division had been continuously vacant since July 1, 1961, according to information supplied by the department at our request:

1 *Administrative assistant II (budget page 374, line 32)* ----- \$8,520

*We recommend that this position if still unfilled be abolished for a saving of \$8,520.*

This position may be one of the type described in the departmental general summary. If it is still vacant, it must be recognized that the agency has continued to operate, apparently without serious detriment, for a period of over seven months without the benefit of the services which the position could have provided. There appears little, if any, justification for continuing this authorized position in the budget.

**Proposed New Positions**

1 <i>Junior counsel (budget page 374, line 55)</i> -----	\$6,672
2 <i>Deputy attorney general IV (budget page 374, line 57)</i> -----	28,305
2 <i>Junior counsel (budget page 374, line 58)</i> -----	13,344

## Department of Justice—Continued

The two new deputy attorneys general are proposed by the division to handle increased workload in connection with the state water program. As was indicated at the beginning of the analysis of the proposed 1962-1963 budget for this division we recommended during the legislative hearings on the current year's budget a merger of the work of the special department legal unit serving the Colorado River Board and representing the State's interest in the case of Arizona vs. California with this division, which recommendation was approved. A part of that recommendation suggested the transfer of two attorney positions to this division in order that the experience in water litigation which the occupants of those positions had acquired might be retained by the department, and used in connection with the regular water problem workload.

We have already in the analysis of the Division of General Administration called attention to the approved recommendation that the Contractors' License Board arrange with this department for legal services in lieu of establishing its own legal staff. We are informed that the three junior counsel positions, established pursuant to a contract with the Contractors' License Board, were temporarily approved administratively for the current year.

It is our understanding, therefore, that the five new attorney positions proposed to be added to this division in the 1962-1963 fiscal year implement recommendations which the Legislature approved.

*We recommend approval of these five positions as budgeted.*

## Operating Expenses

*Traveling—out-of-state (budget page 374, line 70)----- \$7,000*

The division's proposed increased out-of-state travel cost for fiscal year 1962-1963 exceeds the \$4,436 actual expenditure in the 1960-1961 base year by \$2,564, or 57.7 percent.

Out-of-state travel by the personnel of this division is explained as largely contingent upon appearances in existing litigation and attendance at conferences and at conventions of related associations, the location and time of which are referred to in the division travel justification as "unknown" in some instances.

*We recommend the deletion of \$1,500 to reduce this item to \$5,500.*

We have considered this division's proposed out-of-state travel request in two categories: attendance at special conventions; court appearances, hearing and conferences, and other routine travel requirements.

In the division's explanation material, there is proposed additional attendance by officers of this division at two specific convention meetings, each of which is already proposed to be attended by the two senior officers of the department. Such duplication of attendance does not appear to be essential.

The division's estimated out-of-state travel cost of \$4,550 for court appearances, hearings, and conferences during the budget year alone exceeds the total out-of-state travel expenditures in the 1960-61 base year. It would appear that this proposed amount can safely be reduced.

## Department of Justice—Continued

**Division of Criminal Law and Enforcement**

Total expenditures proposed for this division; including the executive office and the bureaus of criminal law, criminal statistics, criminal identification and investigation, and narcotic enforcement, for fiscal year 1962-1963 amount to \$5,363,666, an increase of \$309,734, or 6.1 percent, over estimated expenditures for the current year.

Each of the division's constituent units is discussed separately in this analysis.

**Executive Office**

Expenditures proposed for the division's executive office for the fiscal year 1962-1963 total \$131,062, an increase of \$380, or 0.2 percent, over estimated expenditures for the current year.

While the number of authorized positions in this office is only one-tenth of a position greater in the current year than it was in the 1960-61 base year and no new positions are proposed for fiscal year 1962-1963, operating expenses in the current year are estimated at \$44,445 an increase of \$26,254 or 144.3 percent. This increase reflects in part a budget augmentation of \$30,049 made by the 1961 Budget Act to expand the division's program of registration and supervision of charitable trusts. This augmented program is maintained and carried into the proposed budget for 1962-1963 in the operating expense items of general expense, printing, communications, travel in-state and contractual analysis.

When the Budget Act of 1961 was enacted it was contemplated that four new auditing and clerical positions would be established under the charitable trust augmentation. In lieu of this arrangement the department has entered into a contract with the Department of Finance under which that department is currently providing auditing services to the extent of three positions.

It appears to us that when the charitable trust unit is finally completed, it should more properly be located in the Bureau of Criminal Law as a unit separately identified for budget purposes rather than being attached to the division's executive office.

*We recommend approval as budgeted.*

**Bureau of Criminal Law**

Expenditures proposed for the Bureau of Criminal Law for fiscal year 1962-1963 amount to \$504,098, an increase of \$13,555, or 2.7 percent, over estimated expenditures for the current year.

Included within this Bureau, though not separately identified for budget purposes, is the department's Anti-Trust and Illegal Trade Practices Unit, established pursuant to legislative action at the 1959 General Session.

**Salaries and Wages****Vacant Position**

As of December 1, 1961 the following authorized positions had been continued vacant since July 1, 1961 or before, a period of at least five months. In fact, the vacancy in one agent position dates from March, 1961 according to information supplied by the department at our request.

## Department of Justice—Continued

2 Agent, trust and trade practices (budget page 376, lines 26, 29) ----- \$15,456

*We recommend that these positions, if still unfilled, be abolished for a saving of \$15,456.*

These positions may be of the type described in the departmental general summary. If any of them are still vacant, it must be recognized that the agency has continued to operate, apparently without serious detriment, for a period of over seven months without the benefit of the services which they could have provided.

## Operating Expenses

Traveling—out-of-state (budget page 376, line 41) ----- \$6,000

The bureau's proposed out-of-state travel cost for fiscal year 1962-1963, the same as is estimated for the current year, exceeds the \$3,573 actual expenditure in the base year of 1960-1961 by \$2,427, or 67.9 percent. The proposed expenditure is justified on the basis of the desirability of attendance at hearings and conferences.

In the bureau's explanatory material, the amount estimated to be needed for travel to hearings and conferences other than those before the United States Supreme Court is set at \$1,500. An amount of \$3,000 is proposed for attendance at out-of-state anti-trust hearings but the times, places, and the occurrence of these hearings is unknown.

*We recommend the deletion of \$2,000 to reduce this item to \$4,000.*

According to Department of Finance estimates some interstate air fares have advanced 10 percent over those of the base year. However, there appears from the bureau's supporting explanation no certainty that the unidentified and, therefore, conjectural anti-trust hearings will occur and if they do occur there is no indication of how the State's interest is to be served by attendance of bureau personnel.

Our recommendation provides for growth and price increases. Proposed expenditures which appear to indicate expanded programs should be curtailed in view of needed economy, and in the absence of adequate justification of the need for such expansion.

## Bureau of Criminal Statistics

Expenditures proposed for this bureau for fiscal year 1962-1963 total \$289,829, an increase of \$19,445, or 7.1 percent, over estimated expenditures for the current year.

From source material supplied by the co-operating law enforcement agencies within the State this bureau compiles and publishes statistics with reference to the subjects of law enforcement, prosecution and adult probation, juvenile probation, and narcotics and local detention.

For a number of years the bureau performed statistical tabulations for the Departments of Corrections and Youth Authority. That arrangement has been terminated as of the current year and the bureau is now engaged only in the tabulation and analysis of crime statistics as such.

Of the bureau's current statistical programs, the one dealing with narcotic arrests and their disposition has recently been given increased emphasis by the bureau pursuant to a 1959 budget augmentation of

## Department of Justice—Continued

\$30,734 for that purpose. The narcotic statistical program is being maintained and carried forward into the budget year.

In a review of the activity and services of the Bureau of Criminal Statistics it has not been possible to determine with accuracy the extent or character of use of its published materials. It does appear that the work so far accomplished on the subject of narcotics is beginning to develop more precise information which may in turn give sharper direction to narcotic enforcement programs.

## Salaries and Wages

## Vacant Position

As of December 1, 1961, the following authorized position in this bureau had been continuously vacant since April 1961 according to information supplied by the department at our request:

1 Senior statistician (budget page 576, line 58) ----- \$9,852

*We recommend that this position, if still unfilled, be abolished for a saving of \$9,852.*

This position may be one of the type described in the departmental general summary. If it is still vacant, it must be recognized that the agency has continued to operate, apparently without serious detriment, for a period of over ten months without the benefit of the services which the position could have provided.

## Proposed New Positions

2 Intermediate clerk (budget page 376, line 64) ----- \$7,992

These two proposed positions were established on a temporary basis as the result of 1959 enactments and continued in the current budget on a temporary basis to determine on June 30, 1962. They have been and are now being used in tabulating narcotic arrest and disposition data. The bureau now proposes that the two positions be made permanent.

*We recommend approval of the two proposed positions as budgeted.*

2 Intermediate typist-clerk (budget page 376, line 65) ----- \$7,992

1 Tabulating machine operator I (budget page 376, line 66) -- 4,404

These three proposed new positions are requested on the basis of workload increase.

*We recommend deletion of the three proposed positions for a saving of \$12,396.*

The justification material supplied by the bureau does not indicate that these positions are altogether essential to the continued operation of the bureau, particularly in view of the fact that the bureau no longer performs the former and somewhat extensive services for the correctional agencies. It would appear that the overall responsibilities of the bureau have substantially decreased since it no longer performs services for these agencies and it is suggested that before the personnel of this bureau is further increased, a re-evaluation of its activity and services is in order to insure that the bureau is giving direct attention to those statistical programs that are considered basic and essential and

Department of Justice—Continued

that its methods and procedures in handling these basic programs are as efficient and accurate as possible.

**Bureau of Criminal Identification and Investigation**

Expenditures proposed for the Bureau of Criminal Identification and Investigation for fiscal year 1962-1963 total \$3,085,149, an increase of \$290,586, or 10.3 percent, over estimated expenditures for the current year.

Two measures enacted at the 1961 General Session of the Legislature added workload to this bureau.

Chapter 850, Statutes of 1961, provides for the registration of certain narcotic offenders with local authorities and a transmittal of that registration and changes therein to the bureau. A 1961 Budget Act augmentation added four positions in the bureau to assist in processing these reports.

Chapter 1025, Statutes of 1961, provides for a reporting to the bureau of the disposition of all charges against an arrested individual and the recording of such dispositions in bureau records. These disposition reports come from law enforcement agencies and from the courts. No positions were provided in support of this program. We are advised that the report volume is considerably greater than the bureau had anticipated.

**Salaries and Wages**

**Vacant Positions**

As of December 1, 1961, the following authorized positions in this division had been continuously vacant since July 1, 1961 according to information supplied by the department at our request.

7 Fingerprint examiner I (budget page 377, line 15) -----	\$31,584
2 Criminologist (budget page 377, line 22) -----	16,224
1 Special agent (budget page 377, line 26) -----	7,356

We recommend that these positions, if still unfilled, be abolished for a saving of \$55,164.

These positions may be of the type described in the departmental general summary. If any of them are still vacant, it must be recognized that the agency has continued to operate, apparently without serious detriment, for a period of over seven months without the benefit of the services which they could have provided. There is little, if any, justification for continuing these authorized positions in the budget.

**Proposed New Positions**

**Fingerprint Section**

3 Fingerprint examiner II (budget page 377, line 54) -----	\$16,488
2 Fingerprint examiner I (budget page 377, line 55) -----	9,252
1 Senior clerk (budget page 377, line 56) -----	4,512

**Record Section**

8 Junior-intermediate typist-clerk (budget page 377, line 58) -----	29,040
16 Junior-intermediate clerk (budget page 377, line 59) -----	55,296
1 Junior typist-clerk (budget page 377, line 60) -----	3,630
2 Junior clerk (budget page 377, line 61) -----	6,912

## Department of Justice—Continued

## Special Services Section

2 Senior modus operandi analyst (budget page 377, line 63)---	14,712
2 Intermediate modus operandi analyst (budget page 377, line 64) -----	10,996
1 Junior modus operandi analyst (budget page 377, line 66)	4,626
1 Tabulating machine operator (budget page 377, line 67) ---	4,404
5 Intermediate typist-clerk (budget page 377, line 68) ----	19,980
10 Intermediate clerk (budget page 377, line 69) -----	39,960
1 Junior clerk (budget page 377, line 70) -----	3,456

## Investigation Section

1 Intermediate stenographer (budget page 377, line 73) ----	4,194
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The 56 proposed new positions for this bureau in fiscal year 1962-1963 are justified by the bureau on a detailed workload basis. With the principal exception of investigations and the laboratory analysis of items of evidence, the workload in this bureau consist primarily in receiving, processing, and recording of many types of reports from law enforcement officials and agencies and providing answers to inquiries from these officials and agencies. Workload comes to the bureau almost automatically and the needs of law enforcement require that its information be as up-to-date as possible. It appears that in the case of this bureau the size of its ever-growing program, which is directly related to the growth of the State, determines in large measure the size of the bureau staff.

*We recommend approval of the 56 positions as budgeted.*

**Bureau of Narcotic Enforcement**

Expenditures proposed for the Bureau of Narcotic Enforcement for fiscal year 1962-1963 total \$1,353,488, a decrease of \$14,272, or one percent, as compared to the estimated expenditures for the current year.

**Salaries and Wages****Vacant Positions**

As of December 1, 1961, the following authorized positions in this bureau had continuously been vacant since July 1, 1961 according to information supplied by the department at our request. In fact, one agent position became vacant in June, 1961.

3 Narcotic agent I (budget page 378, line 36) -----	\$17,316
1 Intermediate stenographer (budget page 378, line 37) ----	4,092

*We recommend that these positions, if still unfilled, be abolished for a saving of \$21,408.*

These positions may be of the type described in the departmental general summary. If any of them are still vacant, it must be recognized that the agency has continued to operate for a period of over seven months without the benefit of the services which they could have provided. Thus, there is little justification for continuing these authorized positions in the budget.

## Department of Justice—Continued

## Proposed New Positions

1 *Intermediate typist-clerk (budget page 378, line 49)* ----- \$3,996

This position is proposed to monitor the division's new radio communications system base station in Los Angeles.

We recommend the deletion of the proposed position for a saving of \$3,996.

We are informed by the department that radio equipment funds appropriated in the 1960-1961 Budget were not spent. The unused appropriation in the 1960-1961 Budget was transferred into the current year and augmented by other amounts, part of which were included within a special omnibus operating expense augmentation of \$183,935 added to the bureau's budget for the current year.

We understand that the program of installing five base radio stations in Sacramento, San Francisco, Fresno, Los Angeles, and San Diego and the installing of equipment in the department's mobile units is now nearing completion. The operating plan is for the bureau to man its own stations between the hours of 8 a.m. and 5 p.m. and after 5 p.m. to shift its traffic to the California Highway Patrol network which has previously been used to carry the narcotic message traffic.

We find no substantial justification for authorizing a special position to monitor the traffic at one particular office out of the five new field office base stations. It appears that regular assigned personnel will perform this function at the remaining four field offices and such practice should be adequate for all five offices.

## Operating Expenses

*General expense (budget page 378, line 55)* ----- \$38,870

This item covers generally the costs of office supplies and services. The amount of expenditure proposed for fiscal year 1962-1963 is less than that estimated for the current year. However, the proposal for fiscal year 1962-1963 exceeds the \$27,125 actual expenditure in the 1960-1961 base year by \$11,745, or 43.2 percent. No justification has been submitted by the bureau for the two-year increase.

We recommend the deletion of \$7,000 to reduce this item to \$31,870.

The price letter of the Department of Finance indicates that in some instances office supplies may actually cost less in the budget year than they did in the base year. Our recommended reduction provides for growth and price increases. The proposed increase would appear to indicate an expanded level of service which should be curtailed in view of economies needed.

*Traveling—out-of-state (budget page 378, line 59)* ----- \$5,000

*Informer—evidence (budget page 378, line 60)* ----- 187,000

*In-service training (budget page 378, line 64)* ----- 8,000

We call particular attention to substantial increases in the two other operating expense items, out-of-state travel and informer evidence and to the new item proposed for the budget year of in-service training.

Out-of-state travel shows an increase due to proposed agent trips into Mexico and neighboring states. This proposal and the greatly increased

**Mental Hygiene**

**General Summary**

**Department of Justice—Continued**

funds for informer evidence grow out of a special \$183,935 augmentation of the 1961 Budget Act for increased narcotic enforcement activity, particularly in the Mexican border and Southern California areas. This program is continued into and is proposed to be maintained in the budget for fiscal year 1962-1963.

The in-service training program is proposed for inauguration in the 1962-1963 fiscal year and is designed to be a 10-day resident course for all agents and is to be held at the Highway Patrol Academy. The bureau states in its justification material that while each agent is now required to have two years of law enforcement experience prior to his appointment, existing in-service training is inadequate and lacks uniformity. The bureau states that the complexity of the subject matter, changing law and changing methods of operation by narcotic violators now require formal, in-service training uniform for all narcotic agents.

*We recommend approval of the out-of-state, informer evidence and in-service training items as budgeted.*

**DEPARTMENT OF MENTAL HYGIENE**

Budget page 382

**FOR SUPPORT OF THE DEPARTMENT OF MENTAL HYGIENE FROM THE GENERAL FUND**

Amount requested .....	\$137,741,252
State employees' retirement.....	7,746,956
State employees' health and welfare.....	1,015,680
<b>Total .....</b>	<b>\$146,503,888</b>
Estimated to be expended in 1961-62 fiscal year.....	139,232,050
<b>Increase (5.2 percent).....</b>	<b>\$7,271,838</b>
<b>TOTAL RECOMMENDED REDUCTION.....</b>	<b>\$5,902,212</b>

**Summary of Recommended Reductions**

<i>Recommended reductions—existing programs</i>	<i>Amount</i>	<i>Budget</i>	
		<i>Page</i>	<i>Line</i>
Departmental Administration			
1 Diagnostic clinic for the mentally retarded.....	\$56,687	392	60
Research program .....	400,000	396	34
Outpatient clinics—reduce support by one-half.....	412,077	400	40
Langley Porter Neuropsychiatric Institute			
1 Surgical Nurse .....	5,772	405	63
Camarillo			
1 Barber shop manager.....	4,296	416	33
Napa			
2 Senior psychiatrists .....	29,112	429	63
Patton			
1 Chief of professional education.....	16,056	432	59
Porterville			
1 Chief of professional education.....	16,056	443	54
Convalescent Leave Program			
5 Staff psychiatrists .....	66,000	—*	—
Operating expense—hospitals for the mentally ill			
Adjustment for day treatment population.....	47,919	—*	—
Adjustment for family care placements.....	30,483	—*	—