

State Treasurer—Continued

The budget also requests an additional intermediate stenographer-clerk for increased workload of the administrative staff.

We recommend disapproval of one intermediate stenographer-clerk, budget page 345, line 13, \$4,092.

Both the Treasurer and Deputy Treasurer have secretaries. When the position of Assistant Treasurer was authorized in 1957, a senior stenographer-clerk position was approved as secretary for this position. This senior stenographer-clerk position was reclassified, without legislative review, during fiscal year 1959-60 to that of Administrative Assistant. We are not satisfied that the proposed new clerical position has been adequately justified on a workload basis, particularly if the bond market specialist position is deleted.

The Treasurer requests \$2,605 to remodel room 130 in the State Capitol, and equip it as a conference room. The Treasurer believes that use of either his own office or the Department of Finance Conference room, as is currently the case, is inconvenient and causes confusion and delay.

We recommend deletion of \$2,605 for a conference room, further identified below.

Alterations, Budget page 345, line 24 \$1,200

Equipment, Budget page 345, line 36 \$1,405

We do not believe that sufficient need has been demonstrated to justify this conference room on a workload basis.

DEPARTMENT OF CALIFORNIA HIGHWAY PATROL

ITEM 131 of the Budget Bill

Budget page 347

FOR SUPPORT OF THE DEPARTMENT OF THE CALIFORNIA
HIGHWAY PATROL FROM THE MOTOR VEHICLE FUND

Amount requested \$31,416,366

Contribution to State Employees' Retirement System 3,895,079

Total \$35,311,445

Estimated to be expended in 1960-61 fiscal year 34,913,257

Increase (1.1 percent) \$398,188

TOTAL RECOMMENDED REDUCTION \$16,703

Summary of Recommended Reductions

	Amount	Budget	
		Page	Line
Equipment:			
Administration division	\$2,286	348	37
Field operations	11,444	349	30
Technical services	1,400	350	15
Training division	1,323	350	63
Land and buildings	250	351	11

GENERAL SUMMARY

This agency has as its primary responsibility the enforcement of laws relating to the use of the highways of the State by motor vehicles. The majority of these laws are in the Vehicle Code. The objective of this enforcement action is to insure the safe, orderly and expeditious movement of all types of traffic over the highways of the State.

Department of California Highway Patrol—Continued

To achieve these objectives the California Highway Patrol is organized along military command lines with a headquarters composed of three divisions in Sacramento supporting a field organization of six zone commands. Subordinate to the zone commands are 57 area commands which in turn are responsible for the supervision of some 20 substations and 89 residence posts.

In respect to staffing, there are 37 uniformed and 265 nonuniformed personnel at headquarters and 2,588 uniformed and 517.9 nonuniformed personnel in the field organization.

Of the total authorized strength of 2,625, the department defines 94.2 percent as "enforcement personnel" (traffic officers and sergeants). All but 18 of these are in the field organization.

The growth of the department over the years has been primarily in manpower. This growth is shown below for the five-year interval between June 30, 1955 and June 30, 1960 in comparison with related statistics for the calendar years 1955 and 1959.

Five-Year Growth Comparison

Enforcement personnel (June 30, 1955; June 30, 1960)		Percent increase	
Traffic officers and sergeants -----	1,593	2,379	49.3
Total support expenditures			
(Fiscal year 1954-55; 1959-60) -----	\$16,969,395	\$31,515,261	85.7
	<i>Calendar Year 1954</i>	<i>Calendar Year 1959</i>	
Miles driven on patrol			
Automobile and motorcycle -----	29,583,765	59,471,084	101.0
Total arrests for violations -----	581,553	1,030,231	72.2
Motor vehicle registrations -----	6,194,642	8,191,338	32.2
Motor vehicle miles driven			
(rural areas in billions) -----	23.35	34.82	49.1
Miles of state highway and county roads -----	92,587	93,571	*

* As road mileage does not take into consideration the number of traffic lanes, the increase would not be representative. In these figures a two-lane county road and an eight-lane highway are figured on the same mileage basis.

By statistical measurement based either on mileage driven, population or number of registered vehicles, the death rate due to automobile accidents in the State of California continued to decrease during the five-year period. Thus, although the annual total number of automobile deaths in the State has increased at a slow rate, in the rural areas under cognizance of the California Highway Patrol, this increase is minor. To demonstrate, the automobile deaths in rural areas in 1954 were 2,135 and in 1959 were 2,199, an increase of 64 deaths, while in urban areas during the same periods, 969 and 1,381 respectively died from this cause, an increase of 412 deaths.

The analysis of this agency must take into consideration the numerous factors which the patrol performs. Little has been known heretofore of the actual duties imposed upon the patrol with the approximate time devoted by traffic officers to such functions. A field review made by this office during the interim was intended to disclose the distribution of time of uniformed officers. The survey revealed 36 typical duties which are performed at the area command level. No officer performs all

Department of California Highway Patrol—Continued

these tasks each month. It was observed that some area commands are distinctly not typical and additional administrative review of these activities is especially needed.

Percent of time
(in an average
month)

Typical duties

1. Patrol a "line beat" in an automobile or upon a motorcycle.	
2. Respond to radio calls to "area beat" locations of specific traffic problems (accidents, congestion, etc.).	
3. Apprehend and issue citations to violators of the Vehicle Code primarily, but including violations of other code sections specifically under the purview of the California Highway Patrol.	
4. Transport and book prisoners as required by arrests made.	
5. Stop individuals of the motoring public and issue verbal warnings or cautionary advice (make records of such contact).	
6. Provide safety assistance to stalled motorists (set out flares, etc.).	67.7%
7. Expedite traffic flow in areas of congestion, endeavor to prevent jams before they occur.	
8. Provide all unincorporated urbanized areas with total traffic law enforcement (Los Angeles County excepted).	
9. Remove hazards from highway surfaces and rights-of-way (timbers, pallet boards, livestock, etc.).	
10. Endeavor to contact motorists on advice of illness or death in family, etc.	
11. Confer with district attorney in regard to specific case.	3.0%
12. Deliver evidence to various laboratories for testing.	
13. Appear in court as civil or complaining witness.	
14. Serve warrants-----	0.2%
15. Accept reports of, investigate, and recover stolen vehicles-----	0.5%
16. Investigate accidents, call tow cars, ambulances, coroner, and other assistance which may be required. This duty also includes followup required to develop his accident report and may encompass interviewing hospitalized victims and other witnesses. This duty includes complying with requests from other area commands to interview witness who may be residing at a location not in immediate vicinity of the accident.	9.0%
17. Act as a field supervisor in absence of the sergeant as directed by his commanding officer-----	3.2%
18. Inspect school buses not less than twice each year to insure compliance with the Department of Education rules and regulations for transportation of pupils.	
19. Examine and test school bus drivers.	
20. Supervise and administer the adult school crossing guard program for counties which authorize it.	0.3%
21. Assist in the establishment and supervision of the junior school crossing guard program, issue identification cards and certificates of satisfactory service to children in the program.	
22. Weigh various commercial vehicles, either at public scales or California Highway Patrol scales (fixed or mobile), issue citations for violations.	3.0%
23. Inspect commercial vehicle equipment (lights, length, windshield wipers, horns, etc.).	
24. Test brake efficiency of commercial vehicles.	
25. Provide escort services as requested by the U.S. Department of State, and such services as may be requested by elective officials of state government.	1.0%
26. Provide transportation of whole blood from blood banks to hospitals. This is generally done only upon assurances from a physician that is a matter of patient's life or death.	

Department of California Highway Patrol—Continued

<i>Typical duties</i>	<i>Percent of time (in an average month)</i>
27. Direct flow of traffic from fixed post positions where circumstances preclude automatic traffic control.-----	3.0%
28. Check automotive supply dealer's stocks to insure compliance with California Highway Patrol regulations regarding approved items of equipment.	3.5%
29. Provide for the removal of abandoned vehicles from the public highways or rights-of-way. Follow through until recovery by owner or sale for storage charges.	
30. Inspect premises and approve applications for official light and brake testing stations. Reinspect not less than once annually.	
31. Examine applicants for licenses as mechanics to be employed in official light and brake-testing establishments.	
32. Assist in up-dating civil defense plans (C.H.P. plans)-----	0.1%
33. Speak to Parent Teachers' Associations, school groups, and service clubs in promoting traffic safety education.	1.0%
34. Teach at traffic offenders' school.	
35. Assist radio dispatcher during critical periods (accidents, storm conditions) by relieving dispatcher, providing answers to telephone inquiries on weather, road conditions and technical matters -----	0.3%
36. Take vehicles to garage or service stations for service repairs. Check out after repairs are made.-----	1.5%

ANALYSIS

The amount of \$31,416,366 requested for support of the Department of the California Highway Patrol, plus the contribution to the State Employees' Retirement System, represents an increase of \$398,188, or 1.1 percent, over the estimated expenditures for the current year. The total operational expenditures for the budget year which includes reimbursements is \$35,663,819 for this agency.

The agency is requesting 24.8 new positions. Thirteen of these positions are located in Sacramento; eight in administration, four in technical services and one at the academy. The remaining 11.8 positions are requested for various locations in the field. All but two of the new positions are requested on a workload basis, these two positions are requested on the basis of improving the efficiency of the department in the area of budget and management analysis.

Although no new uniformed positions are requested in this budget, we note a change in the enforcement strength of the patrol. There is a drop of 14 traffic officers over the number authorized originally for the fiscal year 1960-61; this is due to the reclassification, with the approval of the Personnel Board and the Department of Finance, of these 14 positions to the grade of lieutenant. An additional uniformed position of special investigator was, in effect, also reclassified as a lieutenant upon retirement of the incumbent, thus the patrol gained 15 new lieutenant positions. The total lieutenants now authorized is 69. These new lieutenant positions were approved to provide an officer-in-charge for five substations of the patrol. The 10 others were assigned to the larger field commands to provide more supervision. We question this action, particularly the reduction of the enforcement

Department of California Highway Patrol—Continued

strength of the patrol to provide for more administrative supervisory personnel.

We recommend that in the future, action in the instance of major reclassification of enforcement personnel such as described above be deferred until such time as the Legislature may review and approve them because of the attendant reduction of enforcement strength.

Although the agency received no augmentation other than the salary increase authorization during the current year, included in that sum was an amount of \$192,984 required to implement the "motorcycle skill pay" program of the department. This pay has been approved in principle by the Personnel Board for approximately two years and the department has now set up the qualifications and administrative procedure to carry it out. The budget under consideration includes an amount of \$289,476 for continuation of this specialist pay.

We recommend that all uniformed personnel be required to meet some established physical standards at periodic intervals throughout their career. We, therefore, believe the inclusion of an eye examination alone, as the only physical requirement to qualify for "motorcycle skill pay," is inadequate.

In our review of the equipment requested by the department, we came to the conclusion that a common problem of the department was to prevent the "leapfrogging" of equipment requests by area commands and to provide some equality between each zone or area office in specific items of equipment.

To correct this situation, we recommend that the department give serious consideration to the establishment of statewide maximum standard allowances of furniture and equipment for occupied rooms of the zone, area, substations and scale and weight buildings in accordance with the classification and number of employees using those rooms and the number of automobiles registered in the area. This is to say that each zone commander's office would be allowed the same number and specific items of furniture as all other zone commanders' offices or each business office would be allowed a maximum number of pieces and types of furniture and equipment depending upon the number and classifications of personnel employed therein. With such a system of allowances, or complete outfitting, we believe the department should avoid, to a large degree, pressures applied by individual commands for additional and unnecessary items of equipment. Any adjustments to such allowances would be controlled at headquarters and would apply statewide and the budgetary implications of such changes would be readily apparent for planning purposes.

Administration

The proposed expenditures of \$1,434,855 for this division of headquarters has increased by 2.5 percent, or \$35,737, over the estimated expenditures for the current year. This increase is the direct result of the addition of eight new nonuniformed positions at a cost of \$44,136. Merit increases and reclassifications for the currently authorized eight uniformed and 123.5 nonuniformed positions in this division account

Department of California Highway Patrol—Continued

for an increase of \$11,353. These increases in salaries and wages are offset by reductions in both operating expenses and equipment of \$19,752. The major reduction in operating expenses was the elimination of the contractual analysis services provided by the Department of Finance at \$9,000 and a reduction of \$13,546 in pro rata charges.

Proposed New Positions

Of the eight proposed new positions, six are justified by workload increases and we recommend approval. The remaining two are the administrative analyst for the chief of staff's office and the associate budget analyst in general administration. We believe these two positions are justified on basis of need for the type of services they will render the department in the continuing process of management and administrative analysis as well as budget preparation and analysis.

We recommend approval of the eight new positions.

Recommended Reductions

<i>Equipment (budget page 348, line 37)</i> -----	\$2,285
Replacement, office	
1 Parcel post scale-----	\$365
Additional, office	
1 Electric stapler -----	130
1 Kardex file -----	306
1 Wheelindex file -----	350
1 Conference table -----	210
1 Drafting table -----	200
Miscellaneous additional -----	175
Additional, garage	
1 Spray gun and accessories-----	275
Miscellaneous additional -----	200
	<hr/>
	\$2,285

The reasons for recommending deletion of the above items of equipment were based upon their being in excess of actual and projected need or duplications.

It may be noted the majority of items fall into requests for additional items. All equipment items of the division were reviewed with agency representatives and the items to be deleted were at that time mutually agreed upon.

We therefore recommend deletion of \$2,285 from this line item.

Field Operations

This division of the department, the operating division which headquarters Sacramento supports, shows proposed expenditures of \$27,928,025 for fiscal year 1961-62, an increase of 0.1 percent, or \$285,887. This division has a staff of 2,588 uniformed and 516.9 nonuniformed personnel.

The smallness of this increase, as compared to prior years, is due in part to a sharp reduction of increases in salaries and wages, despite the addition of 11.8 new positions and reclassification of 14 traffic officers and another position to the grade of lieutenant. The average increase of salaries and wages for this division in each of the four

Department of California Highway Patrol—Continued

prior years has been approximately two million dollars. The projected increase of salaries and wages in the budget year is \$177,689. Some of the factors which make the total of salaries and wages so low in comparison to prior years is the increase of salary savings by 239 percent, or \$306,349; there are no salary increases involved and no new uniformed positions have been requested.

Operating expenses for the division show a modest gain of 2.4 percent, or \$117,514 and equipment purchases are at approximately the same level as the current year's estimate.

Reimbursements are carried at the same level for the budget year as in the current year, namely \$294,024. One item of reimbursement is an amount of \$80,000 for the administration of the adult crossing guard program. This activity is reimbursed by counties under the authority of Section 2120 of the Streets and Highways Code. The department advises they are now providing this service to several municipalities in the Los Angeles area on contracts which the department bills on a monthly basis.

We do not question the legal aspects of such contracts, as we are advised the Attorney General's opinion on this issue was favorable. We do, however, question the diversion of the uniformed manpower of the patrol to perform this activity. We also note that the report entitled "Study on School Crossing Guards" by the Senate Special Committee on Governmental Administration of January 15, 1959, also expressed the same general thought in its conclusions which are quoted as follows: "The committee questions the contract arrangement by which some counties obtain highway patrol services at student crossings. It would appear that this protection is more expensive than other available methods and that patrolmen are being diverted from other duties more in line with the patrol's basic mission."

We recommend that this administrative traffic activity, which is well within the capabilities of the county sheriffs department be transferred to those departments.

The dissipation of the enforcement strength of the patrol is a continuing problem, and because organizationally the function of school bus inspection and school bus driver license examinations is generally assigned to the same individual who administers the school crossing guard program, we recommend that these programs be assigned to the Department of Motor Vehicles. Our study indicates that approximately 100 man-years of uniformed officer strength is spent on these two functions, although the department contends that 30 man-years are so spent. It is understood that historically the function of licensing the school bus driver was, and is, the responsibility of the Department of Motor Vehicles, but because of the lack of Department of Motor Vehicles field offices in earlier years, the examination of the drivers was made a responsibility of the Division of Enforcement of that department. Since that decision was made, not only has the Division of Enforcement become the California Highway Patrol, but the Department of Motor Vehicles now has more field offices than the California Highway Patrol. The Department of Motor Vehicles can now easily accept

Department of California Highway Patrol—Continued

this examination function of school bus drivers and we so recommend, as it will relieve the California Highway Patrol of another administrative regulatory activity and release men trained for enforcement duties to such assignments. No provisions of law need be changed in this instance.

Similarly, and for the same reasons, we recommend that Sections 2807-2808 of the Motor Vehicle Code be amended to provide that the inspection of school buses be a function of the Department of Motor Vehicles. This type of inspection function can well be performed by the personnel of the Department of Motor Vehicles releasing traffic law enforcement personnel for the duties for which they are trained.

Another item of reimbursement is an amount of \$42,224 from the federal government as matching funds for the purpose of extending the California Disaster Office micro-wave net. The amount of \$84,448 appears as a communications equipment item in this division's request for seven links of the so-called state micro-wave net. The \$42,224 reimbursement then represents the 50 percent due on a matching fund basis. This program first appeared in the 1957-58 budget when the reimbursement was \$25,000. In 1958-59 the department did not participate, but in 1959-60 the amount was \$36,000 and in 1960-61, the current year, it is \$42,224. *A complete discussion of the total cost implications of this statewide communication system appears in the analysis of the Division of Forestry's budget.*

As a result of our field study, we believe the communications problems and system of the patrol to be urgent and acute and recommend that the task of modernizing and improving their communication facilities be given top priority and that it be prosecuted vigorously to eliminate the deficiencies in the mobile radio system, the interoffice radio circuit and the teleprinter system in the immediate future.

Proposed New Positions

This division has requested 11.8 new positions at a cost of \$48,252. All are based upon workload increases. We have reviewed the justifications and concur therein. *We recommend approval of these new positions.*

Recommended Reductions

Equipment (budget page 349, line 30)----- \$11,444

Replacement, office	
1 Executive chair -----	\$83
40 Side chairs -----	1,200
Additional, office	
4 Adding machines, electric -----	1,224
1 Storage cabinet -----	87
3 Wardrobe cabinets -----	285
23 Executive chairs, @ \$13 each -----	299
14 Side chairs, no arms -----	420
2 Desks -----	340
11 Duplicators, spirit process -----	3,025
1 Fan, electric -----	80
6 Files, five-drawer, letter size -----	798
4 Metal tables -----	424
1 Typewriter, manual -----	204
Miscellaneous additional -----	800

Department of California Highway Patrol—Continued

Additional, radio	
1 Special Command radio-----	1,500
Additional, field	
1 Jack, hydraulic -----	75
1 Set tools -----	450
Miscellaneous additional -----	150
	<hr/>
	\$11,444

The reasons for recommending deletion of the above items of equipment include being in excess of actual and projected need, duplication, repairability of item, lower cost of item, lack of departmental policy, and equipment required for position not in budget. Again, it is noted, the majority of the items deleted fall into the additional equipment category. All equipment requested for the division was reviewed carefully with representatives of the department, and at that time a mutual agreement was arrived at in respect to the deletion of these items.

We recommend, therefore, that \$11,444 be deleted from this division's equipment request for 1961-62.

Technical Services

A total of \$879,363 has been requested to support the headquarters division during fiscal year 1961-62. This represents an increase of 0.5 percent, or \$4,377, over the estimated expenditures for the current year. This division has a staff of 19 uniformed and 110 nonuniformed personnel.

An increase of \$26,964 in salaries and wages due to merit increases of \$15,194 and four new positions at a cost of \$15,984 is offset by reductions in both operating expenses and equipment of \$11,467 and \$11,120 respectively.

Proposed New Positions

The four new positions requested for this division are all based upon workload increases. We have reviewed the justifications offered and concur.

One of the positions, an intermediate typist-clerk, is requested for the additional workload developing in the Automobile Theft Division of the Special Services Section. While we recommend approval of the establishment of this position, we believe the department must pursue the course of action indicated in their study of this unit in regard to converting from manual operation to machine operation. The current staff of 11 in this unit, plus the position requested in this budget, will not long be able to handle the mounting volume of stolen vehicle information. From our cursory investigation of the procedures in the unit and review of the departmental report on conversion to machine operation, we are convinced that such a conversion is the only practical solution, the most accurate, and in all probability, the most economical. We recommend prompt conversion of this operation to a machine accounting type function.

Item 131**Highway Patrol****Department of California Highway Patrol—Continued****Recommended Reductions**

<i>Equipment (budget page 350, line 15)</i> -----	\$1,400
Additional items—office	
Miscellaneous additional -----	\$100
Photographic Laboratory	
1 Camera 11" x 14" -----	1,005
Miscellaneous additional -----	95
Measuring and Testing	
Miscellaneous additional tools -----	150
Public Information	
Miscellaneous additional -----	50
	<hr/>
	\$1,400

Our justification for deletion of the above item rests upon actual needs in respect to the accomplishment of the division's current and projected functions. All the items deleted are in the category of additional items. Fifty percent of the amount requested for miscellaneous additional items is deleted on the basis that this contingency is covered in part under an amount requested for miscellaneous item replacements; the camera was deleted on the basis that present camera equipment is providing satisfactory service for the purposes required. All equipment items requested were reviewed together with the agency's representatives and at that time a mutual agreement was reached on these deletions.

We recommend that \$1,400 be deleted from this division's equipment request.

Training Division

An amount of \$383,051 has been requested to support this division's activity in fiscal year 1961-62, an increase of \$10,259, or 2.7 percent over the estimated requirements for the current year. The division currently has a staff of 10 uniformed and 30.5 non-uniformed personnel. All but three, who are at headquarters, perform their duties at the Patrol Academy south of Sacramento.

An increase in salaries and wages over current year expenditures of \$4,436 is due to the addition of one new position, a janitor, at \$3,810 and merit increases of \$2,731 offset by salary savings of \$4,210. Increases of \$2,498 for operating expenses and \$3,325 for equipment are scheduled for the budget year. Reimbursements for services to employees in the amount of \$3,700, primarily for meals served at the Academy, are carried forward at the same level as in the current year.

Proposed New Positions

One new janitor position is requested for the Academy on a workload basis. *We have reviewed the need for the position and recommend approval thereof.*

Equipment (budget page 350, line 63)----- **\$1,323**

Department of California Highway Patrol—Continued
Recommended Reductions

Additional	
1 Marksmanship tester and trainer-----	\$500
1 Anemostat -----	83
1 Anemothern -----	340
Miscellaneous additional -----	400
	<hr/>
	\$1,323

All the equipment requested was reviewed together with an agency representative and at that time it was mutually agreed that the above additional items requested by this division were valid deletions based upon the experimental nature of the marksmanship trainer and evaluator and the probability of usage for the anemostat and anemothern. The miscellaneous additional amount was halved on the basis that this contingency was carried in part by a similarly entitled amount under replacement items.

We recommend that \$1,323 be deleted from this division's equipment request.

Land and Buildings

The amount of \$791,042 budgeted under this activity represents an increase of 2.2 percent, or \$16,686, over the estimated expenditures of the current year. The increase in operating expenses of \$14,281 is due primarily to increases in rental costs of \$68,740 and this object would have shown a substantially larger increase had it not been for the unfortunate fire at the Sacramento area office, which is estimated to add a nonrecurring cost of \$65,000 to the current year costs for its repair. Equipment costs have increased \$2,795 over the current year and reimbursements for renting space are carried at the same level.

Recommended Reductions

<i>Equipment (budget page 351, line 11)</i> -----	\$250
Additional	
Miscellaneous additional -----	\$250

The reductions recommended in this budgetary item are all of the miscellaneous additional category which are covered in part by the miscellaneous replacement request of \$3,050. In discussing this reduction with department representatives a mutual agreement was reached at that time on these reductions.

We recommend deletion of \$250 from this activity.

With the exception of the deletion of a total amount of \$16,703 for equipment, we recommend approval of this item.

**Department of California Highway Patrol
DEFICIENCY PAYMENTS**

ITEM 132 of the Budget Bill

**FOR PAYMENTS OF DEFICIENCIES IN APPROPRIATIONS FOR THE
DEPARTMENT OF CALIFORNIA HIGHWAY PATROL
FROM THE MOTOR VEHICLE FUND**

Amount requested -----	\$100,000
Amount allocated to date for 1960-61 fiscal year -----	None
TOTAL RECOMMENDED REDUCTION -----	None

Item 133

Industrial Relations

Department of California Highway Patrol—Continued

ANALYSIS

The Budget Act of 1960 included a like amount for the same purpose and in the current year, to date, no emergencies have arisen to encumber the item. This item has appeared in each budget act commencing with the Budget Act of 1957 and includes language limitations to the effect it can only be used for the purchase and operation of motor vehicles as authorized by the Department of Finance and with the consent of the Governor.

We recommend approval of this item.

DEPARTMENT OF INDUSTRIAL RELATIONS

ITEM 133 of the Budget Bill

Budget page 352

FOR SUPPORT OF DEPARTMENT OF INDUSTRIAL RELATIONS FROM THE GENERAL FUND

Amount requested	\$11,425,508
Contribution to State Employees' Retirement System	724,746
Total	\$12,150,254
Estimated to be expended in 1960-61 fiscal year	11,612,437
Increase (4.6 percent)	\$537,817
TOTAL RECOMMENDED REDUCTION	\$101,496

Summary of Recommended Reductions

	Amount	Budget Page	Line
Division of Conciliation			
Salaries and Wages			
1 Conciliator	\$9,384	352	26
Division of Industrial Welfare			
1 Senior stenographer-clerk	4,512	355	57
2 Intermediate stenographer-clerk	8,184	355	58
Division of Labor Law Enforcement			
2 Special investigator	11,544	356	48
Division of Fair Employment Practice			
Salaries and Wages			
7 Consultant	51,492	359	13
2 Intermediate typist-clerk	7,992	359	14
2 Intermediate stenographer-clerk	8,388	359	15

GENERAL SUMMARY

The department is composed of 10 divisions and has as its general purpose the administration and enforcement of state labor laws designed to promote the welfare of the wage earners of the State, improve their working conditions, and advance their opportunities for profitable employment.

Seven of the divisions are headed by chiefs appointed by the Governor and of these seven, six contain Governor-appointed boards or commissions, each with specific duties. Of the 10 divisions, two perform staff services for the department while the remaining eight administer and in some cases enforce various labor laws. While the State Compensation Insurance Fund in addition is technically within the department's organizational structure, it is in fact a non-general fund activity and is not included in Budget Act appropriations.