

Multiple Agency Fiscal Note Summary

Bill Number: 2759 HB PL	Title: Women's commission
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Estimated Cash Receipts

NONE

Estimated Expenditures

Agency Name	2017-19			2019-21			2021-23		
	FTEs	GF-State	Total	FTEs	GF-State	Total	FTEs	GF-State	Total
Office of the Governor	1.3	363,548	363,548	2.3	677,576	677,576	2.0	561,056	561,056
Office of Financial Management	.0	0	0	.0	0	0	.0	0	0
Washington State Historical Society	Fiscal note not available								
Total	1.3	\$363,548	\$363,548	2.3	\$677,576	\$677,576	2.0	\$561,056	\$561,056

Estimated Capital Budget Impact

NONE

Prepared by: Bryan Way, OFM	Phone: (360) 902-0650	Date Published: Preliminary 3/13/2018
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* See Office of the Administrator for the Courts judicial fiscal note

** See local government fiscal note

FNPID: 53018

Individual State Agency Fiscal Note

Bill Number: 2759 HB PL	Title: Women's commission	Agency: 075-Office of the Governor
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Part I: Estimates

No Fiscal Impact

Estimated Cash Receipts to:

NONE

Estimated Expenditures from:

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years	0.0	2.5	1.3	2.3	2.0
Account					
General Fund-State 001-1	0	363,548	363,548	677,576	561,056
Total \$	0	363,548	363,548	677,576	561,056

Estimated Capital Budget Impact:

NONE

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

Check applicable boxes and follow corresponding instructions:

- If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form Parts I-V.
- If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).
- Capital budget impact, complete Part IV.
- Requires new rule making, complete Part V.

Legislative Contact:	Phone:	Date: 03/06/2018
Agency Preparation: Jim Jenkins	Phone: 360-902-0403	Date: 03/07/2018
Agency Approval: Aaron Butcher	Phone: 360-902-0406	Date: 03/07/2018
OFM Review: Bryan Way	Phone: (360) 902-0650	Date: 03/08/2018

Part II: Narrative Explanation

II. A - Brief Description Of What The Measure Does That Has Fiscal Impact

Briefly describe by section number, the significant provisions of the bill, and any related workload or policy assumptions, that have revenue or expenditure impact on the responding agency.

Section 2 - The Washington state women's commission is established in the office of the governor. The commission shall be administered by an executive director, who shall be appointed by, and serve at the pleasure of, the governor. The governor shall set the salary of the executive director. The executive director shall employ the staff of the commission.

Section 4 - The director of the Washington state women's commission shall:

- (1) Monitor state legislation and advocate for legislation affecting women;
- (2) Work with state agencies to assess programs and policies that affect women;
- (3) Coordinate with the minority commissions and human rights commission to address issues of mutual concern; and
- (4) Work as a liaison between the public and private sector to eliminate barriers to women's economic equity.

Section 5 - The Washington state women's commission shall have the following duties:

- (a) Actively recruit and maintain a list of names of qualified women to fill vacancies on various boards and commissions;
- (b) Provide a clearinghouse for information regarding both state and federal legislation as it relates to the purpose of this bill;
- (c) Identify and define specific needs of women of color and provide recommendations for addressing those needs in the biennial report to the legislature and governor;
- (d) Consult with state agencies regarding the effect of agency policies, procedures, practices, laws, and administrative rules on the unique problems and needs of women;
- (e) Provide resource and referral information to agencies and the public;
- (f) Hold public hearings to gather input on issues related to the unique problems and needs of women.
- (g) Advocate for removal of legal and social barriers for women;
- (h) Review best practices for sexual harassment policies and training and provide recommendations to state agencies as they update their sexual harassment policies. The commission shall also maintain a file of sexual harassment policies that meet high quality standards and make these files available for agency use;
- (i) Review and make recommendations to the legislature on strategies to increase the number of women serving on for-profit corporate boards with gross income of five million or more; and
- (j) Submit a report to the appropriate committees of the legislature and the governor every two years detailing the commission's activities.

State agencies must provide appropriate and reasonable assistance to the commission as needed, including gathering data and information, in order for the commission to carry out the purpose of this new chapter.

Section 7 - The Washington state women's commission must provide staffing support to the interagency committee of state employed women (ICSEW).

Section 9 - The women's commission must, subject to the availability of amounts appropriated for this specific purpose, work with the Washington women's history consortium to provide leadership for statewide commemoration from 2018 through 2020 of the centennial pertaining to the passage of the Nineteenth

Amendment to the United States Constitution, which established the right to vote for American women. The commission will immediately begin preparations for this statewide commemoration by:

- (a) Consulting, developing, and encouraging a variety of organizations, institutions, public agencies and the general public about the content and conduct of this statewide commemoration by developing and encouraging others to develop a broad range of educational opportunities;
- (b) Creating and distributing a portfolio of public humanities programs, and encouraging others to do so;
- (c) Encouraging private organizations, schools, institutions of higher education, public agencies, and local government to organize and participate in activities commemorating the centennial of the Nineteenth Amendment to the United States Constitution;
- (d) Coordinating with the regional and national organizations and agencies with respect to their commemorative work; and
- (e) Administering a grant program for public agencies, educational institutions, and organizations to assist with their commemoration activities.

The women's commission, in carrying out its duties, can appoint task forces and advisory committees, work with staff appointed by the Washington state historical society, and enter into agreements and contracts.

Certain nonlegislative members working on a task force or advisory committee created under this bill can be reimbursed for travel expenses subject to chapter 43.03 RCW.

Section 9 of this bill expires July 1, 2021.

II. B - Cash receipts Impact

Briefly describe and quantify the cash receipts impact of the legislation on the responding agency, identifying the cash receipts provisions by section number and when appropriate the detail of the revenue sources. Briefly describe the factual basis of the assumptions and the method by which the cash receipts impact is derived. Explain how workload assumptions translate into estimates. Distinguish between one time and ongoing functions.

II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

The Washington state women's commission will require a 1.0 FTE Executive Director at a salary of \$108,000/year plus benefits and cost of goods and services to perform the duties required of this position. A 1.0 FTE Administrative Assistant at a salary of \$48,000/year plus benefits and costs of goods and services. One time costs of \$5,000 per FTE to purchase a computer and office furniture will be required to provide support for the Executive Director and commission and to provide support to the interagency committee of state employed women (ICSEW).

It is assumed that the commission will meet at least quarterly. Nonlegislative members shall be reimbursed for expenses incurred in the performance of their duties in accordance with RCW 43.03.050 and 43.03.060. Estimated meeting cost per year is \$16,000 (\$3,000 for goods and services plus \$1,000 for travel expenses x 4 meetings).

Estimated Section 9 costs for the preparation of the statewide commemoration for FY 2019 and FY 2020 are as follows:

- (1) A .5 FTE for a Program Manager at a salary of \$72,000, plus benefits, cost of goods and services and one-time computer and office furniture costs for assisting the commission in consulting, coordinating, developing an educational publication, and the administration of any grant programs created in this section.

(2) Travel reimbursement costs for eligible nonlegislative members serving on any task force or advisory committee created under this section is estimated to be \$12,000 (\$1000 travel cost per meeting x 12) based on one task force and one advisory committee, with each having four quarterly meetings in FY 2019 and two meetings in FY 2020.

The estimated cost for the commemoration event is expected to be \$50,000 in FY 2020.

Part III: Expenditure Detail

III. A - Expenditures by Object Or Purpose

	FY 2018	FY 2019	2017-19	2019-21	2021-23
FTE Staff Years		2.5	1.3	2.3	2.0
A-Salaries and Wages		192,000	192,000	348,000	312,000
B-Employee Benefits		69,048	69,048	124,776	111,456
C-Professional Service Contracts					
E-Goods and Other Services		72,000	72,000	182,000	120,000
G-Travel		18,000	18,000	22,800	17,600
J-Capital Outlays		12,500	12,500		
M-Inter Agency/Fund Transfers					
N-Grants, Benefits & Client Services					
P-Debt Service					
S-Interagency Reimbursements					
T-Intra-Agency Reimbursements					
9-					
Total:	\$0	\$363,548	\$363,548	\$677,576	\$561,056

III. B - Detail: *List FTEs by classification and corresponding annual compensation. Totals need to agree with total FTEs in Part I and Part IIIA*

Job Classification	Salary	FY 2018	FY 2019	2017-19	2019-21	2021-23
Administrative Assistant	48,000		1.0	0.5	1.0	1.0
Executive Director	108,000		1.0	0.5	1.0	1.0
Program Manager	72,000		0.5	0.3	0.3	
Total FTEs			2.5	1.3	2.3	2.0

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.

Individual State Agency Fiscal Note

Bill Number: 2759 HB PL	Title: Women's commission	Agency: 105-Office of Financial Management
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Part I: Estimates

No Fiscal Impact

The cash receipts and expenditure estimates on this page represent the most likely fiscal impact. Factors impacting the precision of these estimates, and alternate ranges (if appropriate), are explained in Part II.

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Part II: Narrative Explanation

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State Human Resources (State HR) Division Impacts:

State HR will review the new Commission's staffing structure for compliance with the state's classification system. This work can be accomplished within existing resources by reprioritizing workload.

II. B - Cash receipts Impact

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II. C - Expenditures

Briefly describe the agency expenditures necessary to implement this legislation (or savings resulting from this legislation), identifying by section number the provisions of the legislation that result in the expenditures (or savings). Briefly describe the factual basis of the assumptions and the method by which the expenditure impact is derived. Explain how workload assumptions translate into cost estimates. Distinguish between one time and ongoing functions.

Part III: Expenditure Detail

Part IV: Capital Budget Impact

Part V: New Rule Making Required

Identify provisions of the measure that require the agency to adopt new administrative rules or repeal/revise existing rules.