



# MONTANA LEGISLATIVE BRANCH

## Legislative Fiscal Division

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Legislative Fiscal Analyst  
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Date: September 27, 2004

To: Legislative Finance Committee

From: Jon Moe  
Fiscal Specialist

Subject: Required Reports for October 2004 LFC Meeting (Revised)

The legislature (through statute, language in bills, or committee action) requires certain reports to be submitted to the Legislative Finance Committee (LFC) and the Legislative Fiscal Division (LFD). State agencies and other entities have been requested to provide information on various subjects of interest to facilitate the decision-making process.

The reports fit into two categories: 1) reports required to be submitted to the LFC are generally to monitor compliance or progress with legislative policy/initiatives; and 2) reports required to be submitted to the LFD are primarily to provide data relevant for staff analysis of budget issues for the next legislative session. The attached report lists the required reports identified and the occurrences of the reports received or expected to be received during the 2005 biennium. Nine reports, received since the last LFC meeting (June 2004), are also included under this cover. Two others (#22-Annual Report of the Montana Comprehensive Health Association and #23-State Fund Annual Budget) are not included because they are mailed directly to legislators.

Generally, this report on "required reports" is provided to the committee simply for information purposes. Although it is on the LFC meeting agenda, there are typically no oral reports provided unless there is an issue identified by the staff that needs to be brought to the committee's attention. If a committee member has a question, he or she can contact the indicated staff member directly or raise the question in the meeting.

If you have questions, please feel free to contact Jon Moe by e-mail at [jonmoe@mt.gov](mailto:jonmoe@mt.gov) or by telephone at 406-444-2986.

*[NOTE: This website version only includes the list of reports, but does not include copies of the individual reports mentioned above. Copies are available upon request from the Legislative Fiscal Division.]*

# Required Reports List for 2004-05 Biennium

Prepared by the Legislative Fiscal Division

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>1</b> House Bill 2	DNRC	Quarterly	LFD	Smith	
<b>Short Description: Quarterly report detailing DNRC fire costs for the current fiscal year. In addition, DNRC shall present this information to the LFC upon request.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	DNRC	10/1/2003	10/3/2003	Reported at Oct 2003 LFC meeting
	2004	DNRC	1/1/2004	1/1/2004	Reported at the Mar 2004 mtg
	2004	DNRC	4/1/2004	4/1/2004	Reported at Jun 2004 LFC meeting
	2004		7/1/2004		Report expected at Oct 2004 LFC mtg

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>2</b> House Bill 2	State Library	Semi-Annually	LFC	Daumiller	
<b>Short Description: Report on natural resource information system activities and expenditures during 2003-04 interim, including current projects, active contracts, and categories and types of data collected.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	State Library	2/15/2004	2/20/2004	On file
	2005	State Library	8/15/2004	9/7/2004	On file
	2005		2/15/2005		Not due yet

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>3</b> House Bill 11	Commerce	Upon Occur.	LFC	Duncan	
<b>Short Description: Report on emergency grants awarded from an appropriation from the treasure state endowment special revenue account for emergency grants.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	Commerce (TSEP)		9/16/2003	On file
	2004	Commerce (TSEP)		2/25/2004	On file
	2004	Commerce (TSEP)		5/18/2004	On file
	2005	Commerce (TSEP)		9/27/2004	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>4</b> HJR 13	DPHHS	Upon Occur.	LFC	Steinbeck	
<b>Short Description: Report on progress of study to examine options for redesign of Montana Medicaid Program, to the LFC on a "regular basis". Being from a joint resolution, this report requirement is not legally binding.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	DPHHS		12/5/2003	Reported at 12/5 LFC meeting
	2004	DPHHS		3/12/2004	Reported at 3/12 LFC meeting
	2004	DPHHS		6/18/2004	Reported at 6/18 LFC meeting

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>5</b> HJR 19	DPHHS	Upon Occur.	LFC	Gervais	Steinbeck
<b>Short Description: Report on review of health coverage and public assistance programs' eligibility requirements to streamline the enrollment process, to be made to the LFC on a "regular basis". Being from a joint resolution, this report requirement is not legally binding.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	DPHHS		9/24/2004	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>6</b> 2-17-515	Administration	Upon Occur.	LFC	DeWitt	
<b>Short Description: Exceptions to information technology policy, standard, or other requirement.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				No reported occurrences

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>7</b> 2-17-522	Administration	March, Even Yr	LFC	DeWitt	
<b>Short Description: Updates to state strategic information technology plan. It is to be provided to the LFC at its first meeting following March 1.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	Administration	3/12/2004	3/12/2004	Reported at Mar 11-12 LFC meeting

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>9</b> 15-35-108(7)(b)	Revenue	Upon Occur.	LFD	DeWitt	
<b>Short Description: Reimbursement of tax increment financing (TIF) industrial districts - HB1 of 2000 Session.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				No reported occurrences

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>10</b> 17-1-505(2)	Agencies	Upon Occur.	LFD	Moe	
<b>Short Description: Report on the identification of the use of a dedicated revenue provision that does not satisfy the criteria established in statute. The Legislative Fiscal Analyst will report these to the LFC no later than Oct. 31 of the year preceding a regular session.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				None reported

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>11</b> 17-1-102(4)	Administration	FY End	LFC	DeWitt	
<b>Short Description: Report on general fund encumbrances remaining at fiscal year-end.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	Administration	9/15/2003	9/12/2003	On file - report for FYE 2003
	2005	Administration	9/15/2004	9/27/2004	On file - report for FYE 2004 GF
	2005	Administration	9/15/2004	9/27/2004	On file - report for FYE 2004 Non-GF

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>12</b> 17-2-107(5)	CHE/Administration	Annual	LFC	Peura	DeWitt
<b>Short Description: Loans or loan extensions authorized for two consecutive fiscal years to same accounting entity - due 9/1 of the next year.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	CHE	9/1/2003	10/21/2003	On file - report for FY 2003
	2004	Administration	9/1/2003	9/1/2004	On file - report for FY 2003
	2005	CHE	9/1/2004		Typically received in late Oct
	2005	Administration	9/1/2004	9/27/2004	On file - report for FY 2004

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>13</b> 17-2-107(6)	Commissioner Higher Ed	Annual	LFC	Peura	
<b>Short Description: Negative cash balances for any two consecutive fiscal years - due 9/1 of the next year.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	CHE	9/1/2003	10/21/2003	On file - report for FY 2003
	2005	CHE	9/1/2004		Typically received in late Oct

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>14</b> 17-2-111	Administration	Feb. 1, 2004	LFC	Moe	
<b>Short Description: Information of state special revenue accounts as requested by the LFC.</b>					

Reports Scheduled / Rec'd: <u>During</u>	Reports Scheduled / Rec'd: <u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004		2/1/2004		None requested

**16** Authority 17-2-304(1) Reporting Entity Approving Authority Frequency Sept 15 To LFC Staff Review 1 Purdy Staff Review 2  
**Short Description: Information concerning accounts with cash balances in excess of statutory limits; certification of statutory exceptions.**

Reports Scheduled / Rec'd:	<u>During</u>				
Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	OBPP	9/15/2003	9/22/2003	On file - report for FY 2003
	2005	OBPP	9/15/2004	9/7/2004	On file - report for FY 2004

**17** Authority 17-7-140(1)(b) Reporting Entity Agencies Frequency Upon Occur. To LFD Staff Review 1 Purdy Staff Review 2  
**Short Description: Analyze if GF program is mandatory and analyze the impact of the proposed reduction in spending in instances in which the Governor is proposing reductions in spending of up to 10 percent. The "trigger" for this to occur is in statute.**

Reports Scheduled / Rec'd:	<u>During</u>				
Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				No reported occurrence

**18** Authority 17-7-140(1)(b) Reporting Entity Budget Director Frequency Upon Occur. To LFD Staff Review 1 Purdy Staff Review 2  
**Short Description: Copy of the recommendations for reductions in spending. The "trigger" for this to occur is in statute.**

Reports Scheduled / Rec'd:	<u>During</u>				
Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				No reported occurrences

**19** Authority 17-7-304(2) Reporting Entity USystem (Bd of Regents) Frequency If Requested To LFC Staff Review 1 Peura Staff Review 2  
**Short Description: Long-term plan for major and deferred maintenance expenditures and equipment or fixed assets.**

Reports Scheduled / Rec'd:	<u>During</u>				
Reports Scheduled / Rec'd:	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				None requested
	2005				Not requested at this time

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>20</b> 17-8-101 (5)	OBPP	Semi-Annual	LFC	Purdy	
<b>Short Description: Appropriations transferred from one state agency to another if original purpose is maintained.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
Reports Scheduled / Rec'd:	2004	OBPP	9/15/2003	9/5/2003	On file - report for FY 2003
	2004	OBPP	3/15/2004	2/11/2004	On file - mid-year report for FY 2004
	2005	OBPP	9/15/2004	9/8/2004	On file - report for FY 2004

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>21</b> 17-8-101 (7)	Administration	Annually	LFC	DeWitt	
<b>Short Description: Nature, status, and justification for all new accounts in the enterprise fund and the internal service fund.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
Reports Scheduled / Rec'd:	2004	Administration	9/30/2003	9/12/2003	On file - report for FY 2003
	2005	Administration	9/30/2004	9/27/2004	On file - report for FY 2004

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>22</b> 33-22-1514(4)	Lead Carrier (BC/BS)	Semi-Annual	LFC	Daumiller	
<b>Short Description: Report on the operation of the Montana Comprehensive Health Association plan by selected lead carrier, which is Blue Cross/Blue Shield.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
Reports Scheduled / Rec'd:	2004	BlueCross/BlueShield	9/15/2003	10/29/2003	FY03 Annual Report on file
	2004	BlueCross/BluesShield	3/15/2004	4/20/2004	Semi-Annual Rpt for Jul-Dec03
	2005	BlueCross/BlueShield	9/15/2004	9/13/2004	FY04 Annual Report on file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>23</b> 39-71-2363(2c)	State Fund	October 1	LFC	Daumiller	
<b>Short Description: Submit for review the approved annual budget for State Fund for the succeeding fiscal year.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	State Fund	10/1/2003	8/12/2003	On file - budget for FY 2004
	2005	State Fund	10/1/2004	8/4/2004	On file - budget for FY 2005

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>24</b> 53-6-110(4)	DPHHS	Upon Occur.	LFC	Steinbeck	
<b>Short Description: Estimate of medicaid expenditures for medicaid services whenever the department establishes the estimate.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				Under consideration by LFC

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>25</b> 53-6-116(5)	DPHHS	Upon Occur.	LFC	Steinbeck	
<b>Short Description: Managed-care and capitated health care systems for medicaid recipients if developed.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004				No reported occurrences

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>26</b> 85-1-605(4)	Nat Resources & Cons	Upon Occur.	LFC	Duncan	
<b>Short Description: Allocation of renewable resource grants and loans for emergencies.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2004	DNRC		9/15/2003	On file
	2004	DNRC		11/19/2003	On file
	2004	DNRC		5/19/2004	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>27</b> 61-5-121(1)(a)	Justice	October, even year	LFC	Freebourn	
<b>Short Description: Report on deposit and transfer of amounts from drivers licence fees to the highway patrol officers' retirement pension trust fund.</b>					

Reports Scheduled / Rec'd: <u>During</u>	<u>Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2005		10/31/2004		Not due yet