



# MONTANA LEGISLATIVE BRANCH

## Legislative Fiscal Division

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Legislative Fiscal Analyst  
CLAYTON SCHENCK

Date: October 4, 2007

To: Legislative Finance Committee

From: Jon Moe  
Fiscal Specialist

Subject: Required Reports for October 2007 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 2009 biennium. Ten reports have been received since the last LFC meeting (June 2007). Nine of those reports are attached under this cover for your review. The tenth is the Medicaid cost report for the fiscal year ending June 30, 2007. The Medicaid reports are not distributed to the committee unless requested, but are reviewed by the LFD Medicaid analyst.

Generally, this summary 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.

*[For this web version, the individual reports mentioned above are not attached, but rather are available upon request. Contact Jon Moe for copies.]*

# Required Reports List for 2008-09 Biennium

Prepared by the Legislative Fiscal Division

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2												
<b>1</b> House Bill 2	DPHHS	Semiannual	LFC	Daumiller													
<b>Short Description:</b> Report summarizing direct care wage rates (Section B of HB 2, page B-11 of HB 2 version in fiscal report)																	
<table border="0"> <tr> <td>Reports Scheduled / Rec'd:</td> <td><u>During Fiscal Year</u></td> <td><u>Submitted by</u></td> <td><u>Due Date</u></td> <td><u>Recd Date</u></td> <td><u>Comment</u></td> </tr> <tr> <td></td> <td>2008</td> <td></td> <td>2/15/2008</td> <td></td> <td>Not due yet</td> </tr> </table>						Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>		2008		2/15/2008		Not due yet
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>												
	2008		2/15/2008		Not due yet												
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2												
<b>2</b> 2-17-515	Administration	Upon Occur.	LFC	DeWitt													
<b>Short Description:</b> Exceptions to information technology policy, standard, or other requirement.																	
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Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>												
	2008		10/9/2007		Expected at Oct 2007 LFC meeting												
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2												
<b>3</b> 2-17-522	Administration	March, Even Yr	LFC	DeWitt													
<b>Short Description:</b> Updates to state strategic information technology plan. It is to be provided to the LFC at its first meeting following March 1st of even year.																	
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Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>												
	2008		3/1/2008		Not due yet												

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>4</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				None reported
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>5</b> 17-1-102(4)	Administration	FY End	LFC	DeWitt	
<b>Short Description: Reports on general fund/non-general fund encumbrances remaining at fiscal year-end. After 3 years, approved extensions must be reported.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	Administration	9/15/2007	9/4/2007	On file - Non-GF encumbrance extensions
	2008	Administration	9/15/2007	9/4/2007	On file - GF encumbrance extensions
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>6</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	CHE	9/1/2007	9/4/2007	On file
	2008	Administration	9/1/2007	9/17/2007	On file
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>7</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008		9/1/2007		Usually received in October

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>8</b> 17-2-111	Administration	Feb. 1, 2008	LFC	Moe	
<b>Short Description: Information of state special revenue accounts if requested by the LFC.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008		2/1/2008		Due only if requested by LFC
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>9</b> 17-2-304(1)	Approving Authority	Sept 15	LFC	Purdy	
<b>Short Description: Information concerning accounts with cash balances in excess of statutory limits; certification of statutory exceptions.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	OBPP	9/15/2007	10/5/2007	On file
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>10</b> 17-7-140(1)(b)	Agencies	Upon Occur.	LFD	Purdy	
<b>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.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	0				No reported occurrences
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>11</b> 17-7-140(1)(b)	Budget Director	Upon Occur.	LFD	Purdy	
<b>Short Description: Copy of the recommendations for reductions in spending. The "trigger" for this to occur is in statute.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				No reported occurrences

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>12</b> 17-7-304(2)	USystem (Bd of Regents)	If Requested	LFC	Peura	Duncan
<b>Short Description: Long-term plan for major and deferred maintenance expenditures and equipment or fixed assets.</b>					

Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				Not requested at this time

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>13</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	OBPP	9/15/2007	7/20/2007	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>14</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	Administration	9/30/2007	9/18/2007	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>15</b> 33-22-1514(4)	Lead Carrier (BC/BS)	Semi-Annual	LFC	Wilkinson	
<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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008		10/15/2007		FY07 annual report

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>16</b> 39-71-2363(2c)	State Fund	October 1	LFC	Wilkinson	
<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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008		10/1/2008		Not due yet

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>17</b> 50-4-805(5)(a)	DPHHS	TBD	LFC	Steinbeck	
<b>Short Description: Interim reports on the status of the creation or expansion of community health centers and program expenditures as provided in HB 406 (2007 session)</b>					

Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				Due dates TBD

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>18</b> 53-6-110(4)	DPHHS	Monthly	LFC	Steinbeck	
<b>Short Description: Monthly (11/15 - 6/15) reports containing estimates of the cost for Medicaid services and a budget status report for all department programs, and a fiscal year-end summary of Medicaid costs and department budget status report.</b>					

Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	DPHHS	9/15/2007	9/15/2007	FYE report - provided to LFA analyst

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>19</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				No reported occurrences - none expected

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>20</b> 53-1-611(1)	DPHHS	Upon Occur.	LFC	Steinbeck	
<b>Short Description: Report on proposed Medicaid block grants with respect to statutory criteria for evaluating such grants</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				No reported occurrences
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>21</b> 53-21-702(4)(d)	DPHHS	Upon Occur.	LFC	Steinbeck	
<b>Short Description: Mental Health Oversight Advisory Council summary of each meeting and copy of any recommendations made to the department</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008				No reported occurrence
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>22</b> 75-1-1101(5)	Governor	Annually by Sept 15	LFC	Smith	
<b>Short Description: Annual financial report on the environmental contingency account, including a description of all expenditures made since the previous report (HB 116 of 2007 session effective July 1, 2007). First report would be for FY ending June 30, 2008.</b>					
Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2009		9/15/2008		Report for FY 2008 not due yet
Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>23</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 Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	DNRC		9/1/2007	On file

Authority	Reporting Entity	Frequency	To	Staff Review 1	Staff Review 2
<b>24</b> 90-6-703	Commerce	Upon Occur.	LFC	Duncan	

**Short Description: Report on emergency grants awarded from an appropriation from the treasure state endowment special revenue account for emergency grants.**

Reports Scheduled / Rec'd:	<u>During Fiscal Year</u>	<u>Submitted by</u>	<u>Due Date</u>	<u>Recd Date</u>	<u>Comment</u>
	2008	Commerce		9/19/2007	On file