
ECONOMIC AFFAIRS INTERIM COMMITTEE: 2023-2024 DECISION MATRIX

FOR REVIEW AND DISCUSSION ON JULY 11, 2023

Time Allocation and Decision Matrix

The EAIC's workload is limited only by the number of meetings and hours of available staff time. There is approximately 1.0 FTE or staff time available to conduct the work identified by the Committee. Please keep in mind the basic workload equation:



FTE Available to EAIC

FTE	Hours	Days
1.00 FTE	2,000	250
0.75 FTE	1,500	188
0.50 FTE	1,000	125
0.35 FTE	700	87.5
0.30 FTE	600	75
0.25 FTE	500	62.5
0.20 FTE	400	50
0.15 FTE	300	37.5
0.10 FTE	200	25
0.05 FTE	100	12.5
0.02 FTE	40	5
0.01 FTE	20	2.5
0.005 FTE	10	1.25

Calculation used to arrive at the FTE availability number: The total number of work hours in this interim is ~ 2500 (July 1, 2023 to September 15, 2024). Holidays, known vacation, conference, and meeting hours are subtracted from that total, along with hours for other duties and an estimate of sick time that might be used. In this case, 1.0 FTE is about 2,000 hours. The calculation of 1.0 FTE is for the staff researcher and does not include the FTE allotment for the staff attorney. It is estimated there will be approximately 0.25 FTE available for legal duties such as rule review.

Individual members of the committee may seek additional information on issues that fall under the jurisdiction of the EAIC.

Under rules adopted by the Legislative Council, a staff member may provide up to 16 hours of research for a request that is not included in a committee's work plan unless the presiding officer of the interim committee approves additional research time.

The table on the following page provides a brief description of the Committee's involvement over the course of the interim. The columns provide members with options for allocating their time. It is anticipated that choosing the most involvement for each activity will seriously tax the EAIC's time, staff resources, and budget. The table is intended to be flexible yet help the Committee members recognize that only a limited amount of Committee and staff time is available for activities that are not mandated.

2023-2024 Economic Affairs Interim Committee Work Plan Decision Matrix

Topic	Option A (Minimal Involvement)	Option B (Moderate Involvement)	Option C (Significant Involvement)	Option D (No Action)
Assigned Studies <i>Work Plan: pages 4-5</i>	SJ 30: 0.10 FTE -- See table in work plan	SJ 30: 0.20 FTE -- See table in work plan	SJ 30: 0.35 FTE -- See table in work plan	Choose not to carry out the study
Administrative Rule Review (FTE is for staff attorney time) <i>Work Plan: page 6</i>	0.05 FTE -- Hear information only on issues that legal staff considers to be out of compliance with statutes or legislative intent	0.10 FTE -- Receive brief written descriptions of each rule prior to each meeting -- Legal staff will note issues of concern	0.20 FTE -- All of Option B -- Committee review of any rule identified for further review -- Public comment on rules of concern	Must do at least Option A
Agency Monitoring <i>Work Plan: pages 6-7</i>		0.10 FTE -- Each agency provides a brief overview of activities -- Any agency with further statutory reporting requirements gives an oral report	0.20 FTE -- All of Option B -- EAIC members specify follow-up reports on program specifics -- EAIC members specify follow-up reports on program specifics	Must do at least Option B
Active Supervision Review (DLI) <i>Work Plan: page 7</i>	0.05 FTE -- Hear information only on issues that Commissioner of DLI considers to be anticompetitive -- Decide if letters need to be written -- Public comment	0.15 FTE -- All of Option A and decide if briefing paper or more information is needed, including comparisons -- Require reports back to the Committee	0.20 FTE -- All of Option B and decide if polling of the Legislature is needed to determine legislative intent for issues under consideration -- More than one public comment opportunity (multiple meetings)	Must do at least Option A
Agency Legislation <i>Work Plan: page 7</i>	0.01 FTE -- Overview of concepts on each item of legislation at final meeting	0.02 FTE -- Provide time during July and September 2024 meetings, one for initial concept review and the other for follow-up briefings for complex legislation		Must do at least Option A
Agency Monitoring: Required Reports <i>Work Plan: Pages 7-8</i>	0.01 FTE -- Receive copy of written reports in meeting packets. Committee members may request follow up from agency.	0.02 FTE -- Option A -- Agency presents report at EAIC meeting -- Follow-up information or presentations provided upon request of EAIC		Must do at least Option A
HB 142 Review <i>Work Plan: page 8, Appendix B</i>	0.05 FTE -- Written staff overview of advisory council and commission, only upon request of committee member	0.15 FTE -- Option A -- Written summary of specific council or commission's duties, functions, operations -- Agency presentation on work of the council or commission	Add 0.02 FTE -- For <i>each</i> advisory council or commission selected by the EAIC for further review	No action if no review requested
Member Issues and/or Monitoring Important Activities <i>Work Plan: page 9</i>	0.075 FTE -- Address member issues or topics as time allows, with staff providing copies of relevant outside reports to EAIC -- No staff briefing or white papers -- 1 or 2 presentations, if any	0.15 FTE -- 3-4 member issues or topics would be addressed, with a presentation by an identified expert -- Committee discussion -- Staff to prepare briefing papers or draft legislation as issues arise	0.25 FTE -- Outline up to 5 topics chosen at the first meeting to be addressed at subsequent meetings, with a presentation by an identified expert, or Committee chooses an issue to explore in depth at 3-4 meetings -- Staff to prepare white papers on designated issues -- Draft related legislation	Optional

Resource Allocation

Using the resource allocation equation:



* Statutory duties = agency legislation + agency monitoring + active supervision review + required reports

An example allocation could be:



Templates for your calculations:

