

# COMMITTEE REPORT

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## MADAM PRESIDENT:

The Senate Committee on Rules and Legislative Procedure, to which was referred Senate Bill No. 12, has had the same under consideration and begs leave to report the same back to the Senate with the recommendation that said bill be AMENDED as follows:

- 1 Delete the title and insert the following:
- 2 A BILL FOR AN ACT to amend the Indiana Code concerning
- 3 state offices and administration.
- 4 Delete everything after the enacting clause and insert the
- 5 following:
- 6 SECTION 1. IC 4-13-1-4 IS AMENDED TO READ AS
- 7 FOLLOWS [EFFECTIVE JULY 1, 2005]: Sec. 4. The department
- 8 shall, subject to this chapter, do the following:
- 9 (1) Execute and administer all appropriations as provided by law,
- 10 and execute and administer all provisions of law that impose
- 11 duties and functions upon the executive department of
- 12 government, including executive investigation of state agencies
- 13 supported by appropriations and the assembly of all required data
- 14 and information for the use of the executive department and the
- 15 legislative department.
- 16 (2) Supervise and regulate the making of contracts by state
- 17 agencies.
- 18 (3) Perform the property management functions required by
- 19 IC 4-20.5-6.
- 20 (4) Assign office space and storage space for state agencies in the
- 21 manner provided by IC 4-20.5-5.
- 22 (5) Maintain and operate the following for state agencies:
- 23 (A) Central duplicating.
- 24 (B) Printing.
- 25 (C) Machine tabulating.
- 26 (D) Mailing services.
- 27 (E) Centrally available supplemental personnel and other

1 essential supporting services.

2 (F) Information services.

3 (G) Telecommunication services.

4 The department may require state agencies to use these general  
5 services in the interests of economy and efficiency. The general  
6 services rotary fund, the telephone rotary fund, and the data  
7 processing rotary fund are established through which these  
8 services may be rendered to state agencies. The budget agency  
9 shall determine the amount for each rotary fund.

10 (6) Control and supervise the acquisition, operation,  
11 maintenance, and replacement of state owned vehicles by all  
12 state agencies. The department may establish and operate, in the  
13 interest of economy and efficiency, a motor vehicle pool, and  
14 may finance the pool by a rotary fund. The budget agency shall  
15 determine the amount to be deposited in the rotary fund.

16 (7) Promulgate and enforce rules relative to the travel of officers  
17 and employees of all state agencies when engaged in the  
18 performance of state business. These rules may allow  
19 reimbursement for travel expenses by any of the following  
20 methods:

21 (A) Per diem.

22 (B) For expenses necessarily and actually incurred.

23 (C) Any combination of the methods in clauses (A) and (B).

24 The rules must require the approval of the travel by the  
25 commissioner and the head of the officer's or employee's  
26 department prior to payment.

27 (8) Administer IC 4-13.6.

28 (9) Prescribe the amount and form of certified checks, deposits,  
29 or bonds to be submitted in connection with bids and contracts  
30 when not otherwise provided for by law.

31 (10) Rent out, with the approval of the governor, any state  
32 property, real or personal:

33 (A) not needed for public use; or

34 (B) for the purpose of providing services to the state or  
35 employees of the state;

36 the rental of which is not otherwise provided for or prohibited by  
37 law. Property may not be rented out under this subdivision for a  
38 term exceeding ten (10) years at a time. However, if property is  
39 rented out for a term of more than four (4) years, the  
40 commissioner must make a written determination stating the  
41 reasons that it is in the best interests of the state to rent property  
42 for the longer term. This subdivision does not include the power  
43 to grant or issue permits or leases to explore for or take coal,  
44 sand, gravel, stone, gas, oil, or other minerals or substances from  
45 or under the bed of any of the navigable waters of the state or  
46 other lands owned by the state.

47 (11) Have charge of all central storerooms, supply rooms, and  
48 warehouses established and operated by the state and serving  
49 more than one (1) agency.

50 (12) Enter into contracts and issue orders for printing as provided  
51 by IC 4-13-4.1.

- 1 (13) Sell or dispose of surplus property under IC 5-22-22, or if  
 2 advantageous, to exchange or trade in the surplus property  
 3 toward the purchase of other supplies, materials, or equipment,  
 4 and to make proper adjustments in the accounts and inventory  
 5 pertaining to the state agencies concerned.  
 6 (14) With respect to power, heating, and lighting plants owned,  
 7 operated, or maintained by any state agency:  
 8 (A) inspect;  
 9 (B) regulate their operation; and  
 10 (C) recommend improvements to those plants to promote  
 11 economical and efficient operation.  
 12 (15) Administer, determine salaries, and determine other  
 13 personnel matters of the department of correction ombudsman  
 14 bureau established by IC 4-13-1.2-3.  
 15 **(16) Adopt rules to establish and implement a "Code Adam"**  
 16 **safety protocol as described in IC 4-20.5-6-9.**  
 17 SECTION 2. IC 4-20.5-6-9 IS ADDED TO THE INDIANA  
 18 CODE AS A NEW SECTION TO READ AS FOLLOWS  
 19 [EFFECTIVE JULY 1, 2005]: **Sec. 9. (a) The department shall adopt**  
 20 **rules under IC 4-22-2 to establish and implement a "Code Adam"**  
 21 **safety protocol at the buildings that:**  
 22 **(1) the department:**  
 23 **(A) maintains;**  
 24 **(B) equips; or**  
 25 **(C) operates;**  
 26 **under section 2(b) of this chapter; and**  
 27 **(2) are open to the public.**  
 28 **(b) Rules adopted under this section must include the**  
 29 **following:**  
 30 **(1) Procedures for a state employee to follow when a parent,**  
 31 **teacher, or guardian notifies a state employee that a child is**  
 32 **lost or missing. The procedures must include:**  
 33 **(A) information that a state employee is to obtain from**  
 34 **the parent, teacher, or guardian concerning the**  
 35 **description of the lost or missing child; and**  
 36 **(B) the person in the department the state employee is to**  
 37 **contact about a lost or missing child.**  
 38 **(2) Procedures for the department contact person described**  
 39 **in subdivision (1)(B) to follow after being notified of a lost or**  
 40 **missing child.**  
 41 **(3) Procedures for department employees to search the**  
 42 **building in which the lost or missing child is presumed to be**  
 43 **located.**

- 44 **(4) Procedures for department employees to contact law**

1 **enforcement if the lost or missing child is not found.**  
(Reference is to SB 12 as introduced.)

**and when so amended that said bill be reassigned to the Senate Committee on Corrections, Criminal, and Civil Matters.**

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GARTON Chairperson