



BOARD OF EQUALIZATION

**CUSTOMER SERVICES AND ADMINISTRATIVE
EFFICIENCY COMMITTEE MEETING MINUTES**HONORABLE JOHN CHIANG, COMMITTEE CHAIR
450 N STREET, SACRAMENTO

SEPTEMBER 11, 2002, 9:30 A.M.

ACTION ITEMS & STATUS REPORT ITEMS**Agenda Item No: 1****Title: Fiscal Year 2003-04 Budget Change Proposals (BCPs)****Issue/Topic:**

Request approval to submit Fiscal Year 2003-04 Budget Change Proposals to the Department of Finance.

Committee Discussion:

Executive Director James Speed requested approval of the Fiscal Year 2003-04 Budget Change Proposals. The Committee discussed items No. 1 through No. 6.

Committee Action/Recommendation/Direction:

BCP No. 1: Proposal was approved without discussion. Board Member Andal moved approval. Board Member Parrish seconded. Motion passed.

BCP No. 2: On behalf of the Controller, Ms. Mandel requested removal of the Merit Salary Adjustment (MSA) component of the proposal. Board Member Andal moved to delete the MSA and approve the balance of the proposal. Ms. Mandel seconded. Motion failed. A subsequent motion to approve the original proposal was made by Board Member Klehs and seconded by Board Member Parrish. The motion passed.

BCP No. 3, 4, and 5: Executive Director James Speed requested that these three proposals be withdrawn from consideration. In subsequent discussion, Board Member Andal acknowledged that these positions are needed to address increased workload in the areas of the Taxpayer Assistance Center, Board Proceedings Division and the Public Records Act functions. He recommended that staff find positions elsewhere, and underscored the importance of the functions performed by these areas, each having direct contact with the public.

BCP No. 6: Proposal was approved with limited discussion. Board Member Andal moved to approve. Board Member Klehs seconded. Ms. Mandel abstained. The motion passed.

Approved: /s/ Honorable John Chiang
Honorable John Chiang, Committee Chair

 /s/ James E. Speed
James E. Speed, Executive Director

BOARD APPROVED

At the September 12, 2002 Board Meeting

 /s/ Deborah Pellegrini
Deborah Pellegrini, Chief
Board Proceedings Division