

DIRECTORY OF COLORADO STATE GOVERNMENT

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Colorado Legislative Council January 1999

This directory has been prepared as a service to members of the General Assembly. It is intended to be a quick reference guide to Colorado State Government.

The directory provides information about legislative offices and the major offices of the executive and judicial branches. Included are telephone and facsimile numbers, locations, and contact names for the listed state agencies. In addition, organization charts and brief programmatic and budgetary overviews have been provided for the nineteen executive departments, the judicial system, and the legislative branch.

The directory was assembled by David Hite and Patricia Wilkerson.

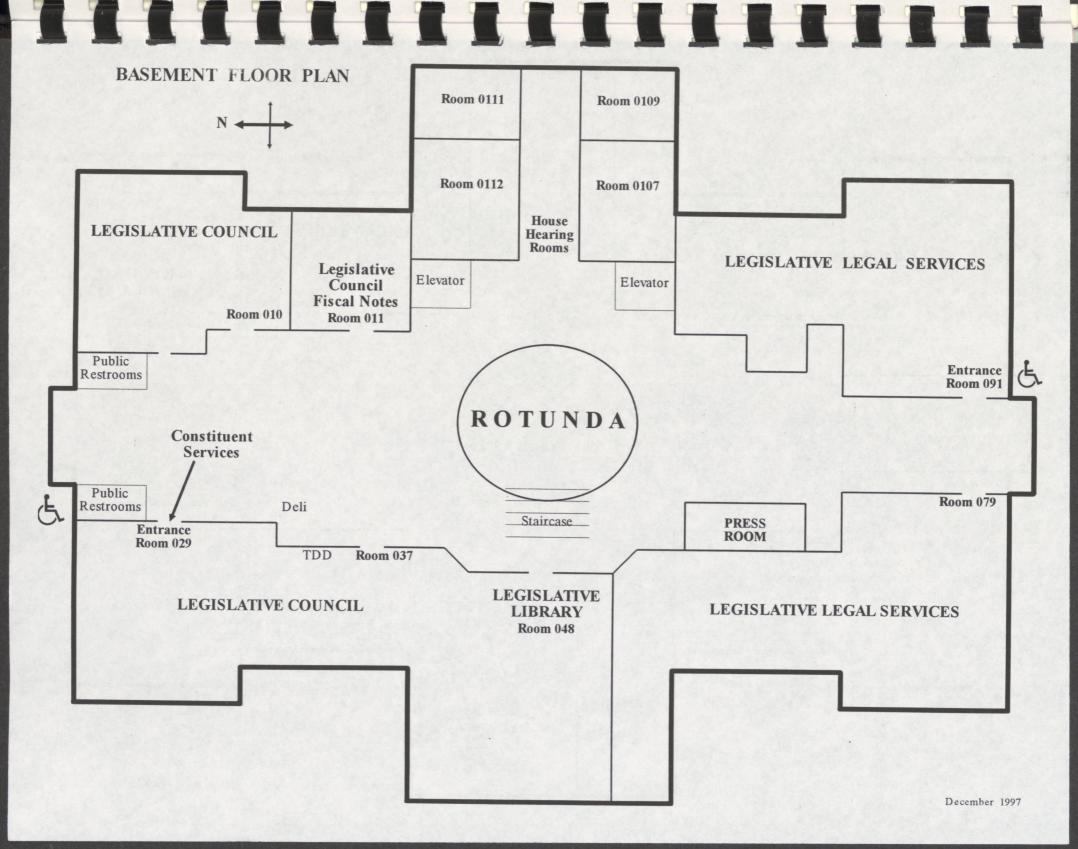
Charles S. Brown Director of Research Colorado Legislative Council

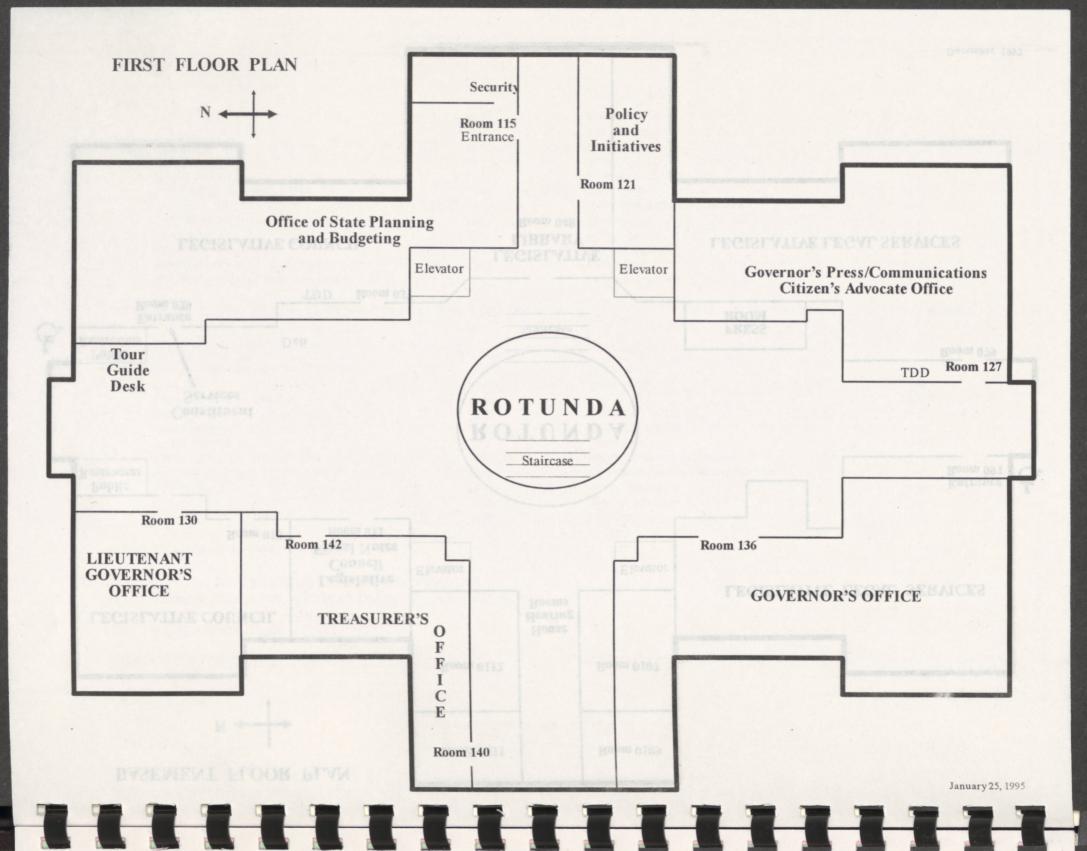
About the Cover . . . This photograph of the Capitol is from the archives of the Denver Public Library. The date of the photograph is unknown although the dome is copper rather than gold. The dome was first guilded in 1908.

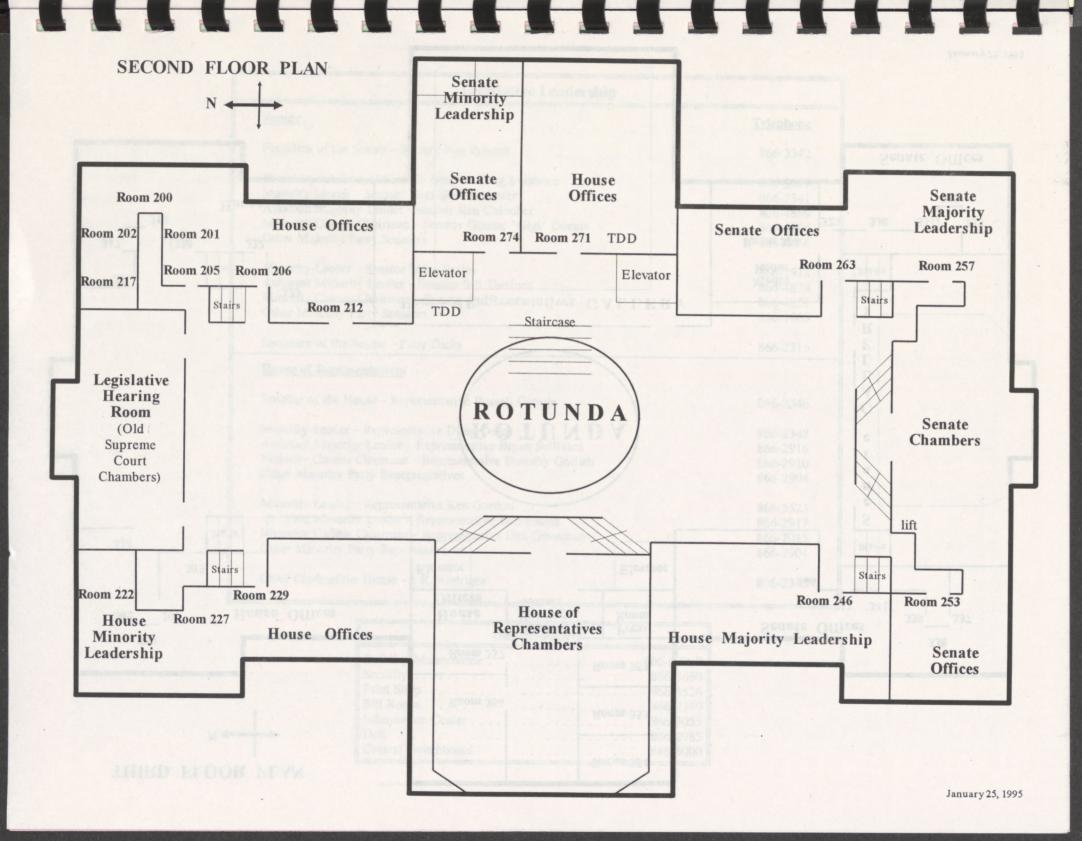
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Legislative Leadership	
Senate	Telephone
President of the Senate - Senator Ray Powers	866-3342
President Pro Tem of Senate - Senator Doug Lamborn	866-3077
Majority Leader - Senator Tom Blickensderfer	866-3341
Assistant Majority Leader -Senator Ken Chlouber	866-4869
Majority Caucus Chairman - Senator Ginette "Gigi" Dennis	866-4866
Other Majority Party Senators	866-4866
Minority Leader - Senator Mike Feeley	866-2318
Assistant Minority Leader - Senator Bill Thiebaut	866-4878
Minority Caucus Chairman - Senator Pat Pascoe	866-4852
Other Minority Party Senators	866-4865
Secretary of the Senate - Patty Dicks	866-2316
House of Representatives	
Speaker of the House - Representative Russell George	866-2346
Majority Leader - Representative Doug Dean	866-2348
Assistant Majority Leader - Representative Bryan Sullivant	866-2916
Majority Caucus Chairman - Representative Dorothy Gotlieb	866-2910
Other Majority Party Representatives	866-2904
Minority Leader - Representative Ken Gordon	866-5523
Assistant Minority Leader - Representative Bob Bacon	866-2917
Minority Caucus Chairman - Representative Dan Grossman	866-2015
Other Minority Party Representatives	866-2904
Chief Clerk of the House - J.R. Rodrigue	866-2345

Other Numbers													
Building Maintenance													866-HELP
Security													866-3660
Print Shop													866-3526
Bill Room													866-2340
Information Center													866-3055
Deli													866-2985
Central Switchboard													866-5000

ALPHABETICAL LISTING OF MAJOR EXECUTIVE, LEGISLATIVE AND JUDICIAL AGENCIES OF COLORADO STATE GOVERNMENT

January, 1999

Agency	Director or Head	Location	Telephone	Fax Phone
Accounting Section (Dept. of Treasury)	Joann Vondracek	State Capitol Building, Room 140 200 East Colfax Avenue	866-5649	866-2123
Accounting & Purchasing, Office of (Dept. of Health Care Policy & Financing)	Phil Reed	1575 Sherman Street, 6th Floor	866-2764	866-4411
Administrative Hearings (Dept. of Personnel/General Support Svcs)	Dolores Atencio	1120 Lincoln Street, Room 1400	894-2500	894-2541
Adult Education Office, State Library and (Dept. of Education)	Nancy Bolt	State Office Building, Room 309 201 East Colfax Avenue	866-6900	866-6940
Adult Parole Supervision, Division of (Dept. of Corrections)	Tom Coogan	10403 West Colfax Lakewood (80215)	238-5967	238-0170
Administrative Services Division (Dept. of Public Health & Environment)	Lee Thielen	4300 Cherry Creek Drive South (80222)	692-2100	782-0095
Aeronautics (Dept. of Transportation)	Travis Vallin	56 Inverness Drive East Englewood (80112)	792-2160	792-2180
Aging and Adult Services (Dept. of Human Services)	Rita Barreras	110 16th Street, 2nd Floor	620-4127	620-4191
Agricultural Statistics Service (Dept. of Agriculture)	Charles Hudson	645 Parfet Street, Suite W-201 Lakewood (80215)	236-2300	236-2299
Agriculture, State Board of (CSU System) (Dept. of Higher Education)	Dr. Al Yates Chancellor	110 16th Street, Suite 634 (80202)	534-6290	534-6298
Air National Guard (Dept. Of Military Affairs)	Brigadier General Andy Love	84 North Aspen Street Buckley Air Nat'l Guard Base (80011-9452)	677-9145	677-9976
Air Pollution Control Division (Dept. of Public Health & Environment)	Margie Perkins	4300 Cherry Creek Drive South (80222)	692-3100	782-5493
Alcohol and Drug Abuse Division (Dept. of Human Services)	Janet Wood	3520 West Oxford Avenue (80236)	866-7486	866-7481

Agency	Director or Head	Location	Telephone	Fax Phone
Animal Industry (Dept. of Agriculture)	Dr. Jerry Bohlender	700 Kipling Street, Suite 4000 Lakewood (80215-5894)	239-4161	239-4164
Animal Protection (Dept. of Agriculture)	Dr. John Maulsby	700 Kipling Street, Suite 4000 Lakewood (80215-5894)	239-4158	239-4164
Archival/Information Services see "Information/Archival Services" (Dept. of Personnel/General Support Svcs)				Secretary of the second
Army National Guard (Dept. Of Military Affairs)	Brigadier General Gary L. Franch	Patriot Plaza, 6848 South Revere Parkway Englewood (80112-6703)	397-3274	397-3003
Assessment (Dept. of Education)	Don Watson	State Office Building, Room 104 201 East Colfax Avenue	866-6612 866-6806	866-6680
Assessment Appeals, Board of (Dept. of Local Affairs)	Diane DeVries	Centennial Building, Room 323 1313 Sherman Street	866-5880	866-4485
Auditor, Office of the State (Legislative Branch)	Dave Barba	Legislative Services Building 200 East 14th Avenue	866-2051	866-2060
Auraria Higher Education Center (Dept. of Higher Education)	Dean Wolf	1027 9th Street Park, P.O. Box 173361 Campus Box A (80217-3361)	556-3291	556-4403
Banking, Division of (Dept. of Regulatory Agencies)	Richard Fulkerson, Director	1560 Broadway, Suite 1175	894-7575	894-7570
Bio-Chemical Laboratory (Dept. of Agriculture)	Ron Turner	2331 West 31st Avenue (80211)	477-0014	480-9236
Board of Education, State (Dept. of Education)	Lynne Fontanier	State Office Building, Room 500 201 East Colfax Avenue	866-6817	830-0793
Boards and Commissions (Governor's Office)	Barb Card	State Capitol Building, Room 136 200 East Colfax Avenue	866-2471	
Boiler Inspection/Public Safety (Dept. of Labor and Employment)	Mary Blue	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4713	620-4714
Brand Inspection (Dept. of Agriculture)	Gary Shoun	201 Livestock Exchange Building Room 201, 4701 Marion Street (80216)	294-0895	294-0918

Agency	Director or Head	Location	Telephone	Fax Phone
Brucellosis (BANGS) Laboratory (Dept. of Agriculture)	Richard Forde	2331 West 31st Avenue (80211)	477-0076	480-9230
Budget Office (Dept. of Health Care Policy & Financing)	Marilyn Golden	1575 Sherman Street, 10th Floor	866-6077	866-441
Capitol Complex Facilities (CCF) (Dept. of Personnel/General Support Svcs)	Gary Newall	1341 Sherman Street	866-4357	866-436
Cash and Document Processing (Dept. of Revenue)	Cheryl McHugh	Annex Building, Room 304 1375 Sherman Street (80261)	866-2797	866-2266
Cash Management Section (Dept. of Treasury)	Doug Windes	State Capitol Building, Room 140 200 East Colfax Avenue	866-3253	866-2123
Center for Health & Environmental Information & Statistics (Dept. of Public Health & Environment)	Bob O'Doherty, Acting	4300 Cherry Creek Drive South (80222)	692-2248	691-7704
Central Services (Dept. of Personnel/General Support Svcs)	Richard Malinowski	225 East 16th Avenue, Room 800	866-3970	894-237:
Chief Engineer (Dept. of Transportation)	Jim Siebels/Bill Riesbeck	4201 East Arkansas Avenue, Room 262 (80222)	757-9204	757-9656
Chief of Staff (Governor's Office)	Roy Palmer Sean Tonner, Deputy	State Capitol Building, Room 136 200 East Colfax Avenue	866-6290 866-2471	11/20/20
Child Care Services (Dept. of Human Services)	Oxana Golden	1575 Sherman Street, 1st Floor	866-5943	866-4453
Child Support Enforcement (Dept. of Human Services)	Pauline Burton	1575 Sherman Street, 2nd Floor	839-1203	839-1332
Child Welfare Services (Dept. of Human Services)	Jane Beveridge John Daurio	1575 Sherman Street, 2nd Floor	866-4365 866-4091	866-2214
Civil Air Patrol (Dept. of Military Affairs)	Colonel William F. Hines, Commander Patti Sampers Administrator	Colorado Wing, Civil Air Patrol Stop 33 19210 East Breckenridge Avenue Buckley Air National Guard Base (80011-9525)	677-5003	677-5009
Civil Rights, Division of (Dept. of Regulatory Agencies)	Jack Lang y Marquez	1560 Broadway, Suite 1050 (80202)	894-2997	894-7830

Agency	Director or Head	Location	Telephone	Fax Phone
Colorado Bureau of Investigation (Dept. of Public Safety)	Carl Whiteside Internet: CARLWHITESIDE.LN	690 Kipling Street Denver (80215) ©COPS.STATE.CO.US.	239-4201	235-0568
Colorado School of Mines (Dept. of Higher Education)	Dr. Theodore Bidkart	1500 Illinois Street Golden (80401)	273-3280	273-3278
Colorado State Patrol (Dept. of Public Safety)	Colonel Lonnie J. Westphal, Chief Internet: LONNIEWESTPHAL.	700 Kipling Street, Suite 3000 Denver (80215) LN@CDPS.STATE.CO.US.	239-4403	239-4481
Colorado Welcome Centers (Dept. of Local Affairs)	Bill Timmermeyer	Centennial Building, Room 323 1313 Sherman Street	866-2771	866-2251
"Colorado Works" - Temporary Assistance to Needy Families (Dept. of Human Services)	Mark Tandberg, Acting	1575 Sherman Street, 3rd Floor	866-2523	866-5098
Community College and Occupational Education System (Dept. of Higher Education)	Dr. Dorothy Horrell	1391 North Speer Boulevard Suite 600 (80204)	620-4000	825-4295
Community Corrections, Division of (Dept. of Corrections)	Jeaneene Miller	710 Kipling Street, Suite 200 Lakewood (80215)	239-5420	239-5445
Community and Local Government Services (Dept. of Local Affairs)	T. Michael Smith	Centennial Building, Room 500 1313 Sherman Street	866-4900	866-4992
Consumer Counsel, Office of (Dept. of Regulatory Agencies)	Ken Reif	1580 Logan Street, Suite 610	894-2121	894-2117
Consumer Protection and Appeals (Dept. of Law)	John Dailey	1525 Sherman Street, 5th Floor	866-5785	866-9355
Consumer Protection Division (Dept. of Public Health & Environment)	Tom Messenger	4300 Cherry Creek Drive South (80222)	692-3620	782-4969
Consumer Relations (Dept. of Human Services)	Pam Zeldin	1575 Sherman Street, 1st Floor	866-5825	866-5024

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Agency	Director or Head	Location	Telephone	Fax Phone
Corporate Filinsg (Dept. of State)	Keith Whitelaw	1560 Broadway, Suite 200 (80202)	894-2200 (press "3")	894-2242
Correctional Education, Division of (Dept. of Corrections)	Chuck Beall, Vocational Eric Brookens, Academic	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4862	(719) 540-4805
Correctional Industries, Division of (Dept. of Corrections)	Richard Schweigert	2862 South Circle Drive Colorado Springs (80906)	(719) 540-4970	(719) 540-4975
Council on the Arts (Dept. of Higher Education)	Fran Holden	750 Pennsylvania Street (80203)	894-2617	894-2615
Court of Appeals (Judicial Branch)	Patrick H. Stanford Clerk of Court of Appeals	State Judicial Building, Room 300 2 East 14th Avenue	837-3785	837-3702
Criminal Justice (Dept. of Law)	Don Quick	1525 Sherman Street, 5th Floor	866-5773	866-3955
Criminal Justice, Division of (Dept. of Public Safety)	Carol C. Poole Acting Director Internet: WILLIAMWOODWAH	700 Kipling Street, Suite 1000 Denver (80215)	239-4442	239-4491
Customer Service Office (Dept. of Public Health & Environment)	Ken Mesch	4300 Cherry Creek Drive South (80222)	692-2035	691-1979
Deaf and the Blind, School for the (Dept. of Education)	Marilyn Jaitly Superintendent	33 North Institute Street Colorado Springs (80903-3599)	(719) 578-2102	(719) 578-2239
Developmental Disabilities (Dept. of Human Services)	Charlie Allinson	3824 West Princeton Circle (80236)	866-7454	866-7470
Disease Control and Environmental Epidemiology Division (Dept. of Public Health & Environment)	Ellen Mangione	4300 Cherry Creek Drive South (80222)	692-2700	782-0904
Economic Development Commission (Dept. of Local Affairs)	Gayle Brody	1625 Broadway, Room 1710 (80202)	892-3840	892-3725
Economic Development, Office of (Governor's Office)	Dave Solin	1625 Broadway, Suite 1710 (80202)	892-3840	

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Agency	Director or Head	Location	Telephone	Fax Phone
Education, State Board of (Dept. of Education)	Lynne Fontanier	State Office Building, Room 500 201 East Colfax Avenue	866-6817	866-6938
Educational Services (Dept. of Education)	Art Ellis	State Office Building, Room 206 201 East Colfax Avenue	866-6679 866-6935	866-6874 866-6874
Elections (Dept. of State)	Jim Candelarie	1560 Broadway, Suite 200 (80202)	894-2680 (press "1")	894-7732
Emergency Management, Office of (Dept. of Local Affairs)	Tom Grier	15075 S. Golden Road Golden (80401-3979)	273-1622	273-1795
Emergency Medical Services and Prevention Division (Dept. of Public Health & Environment)	Jillian Jacobellis	4300 Cherry Creek Drive South (80222)	692-2500	782-0095
Employment Programs (Dept. of Labor and Employment)	Judi Richendifer	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4200	620-4257
Energy Conservation, Office of (Governor's Office)	Rick Grice	1675 Broadway, Suite 1300 (80202)	620-4292	
Enterprise Zones (Dept. of Local Affairs)	Evan Metcalf	1625 Broadway, Room 1710 (80202)	892-3840	892-3725
Family/Community Health Services Division (Dept. of Public Health & Environment)	Merril Stern	4300 Cherry Creek Drive South (80222)	692-2310	782-5576
Family Centers (Dept. of Human Services)	Claudia Zundel	1575 Sherman Street, 1st Floor	866-5111	866-4453
Farm Products (Dept. of Agriculture)	Gary Graalman	2331 West 31st Avenue (80211)	477-0054	480-9236
Field Operations (Dept. of Labor and Employment)	Tom Ivory	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4226	620-4257
Field Services (Dept. of Local Affairs)	Bill Timmermeyer	Centennial Building, Room 323 1313 Sherman Street	866-2771	866-2251
Finance and Administration, Director of (Dept. of Corrections)	Brian Burnett	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4751	(719) 540-4755

Agency	Director or Head	Location	Telephone	Fax Phone
Financial Management and Budget (Dept. of Transportation)	Tom Talmadge	4201 East Arkansas Avenue, Room 235 (80222)	757-9262	757-9090
Financial Services, Division of (Dept. of Regulatory Agencies)	David L. Paul Commissioner	1560 Broadway, Suite 1520 (80202)	894-2336	894-7885
Fire Safety, Division of (Dept. of Public Safety)	Paul Cooke	700 Kipling Street, Suite 1200 Denver (80215)	239-4463	239-4405
	Internet: PAUL.COOKE@CDP	S.STATE.CO.US.		
Food Assistance (Dept. of Human Services)	Ron Rice	1575 Sherman Street, 3rd Floor	866-2538	866-5098
Frozen Food and Poultry (Dept. of Agriculture)	Jim Thurman	2331 West 31st Avenue (80211)	477-0086	480-9236
Fruit and Vegetable (Dept. of Agriculture)	Mike Popovich	P.O. Box 407, Monte Vista (81144)	(719) 852-4749	(719) 852-4319
Gaming (Dept. of Revenue)	George Turner	1881 Pierce Street, Suite 112 Lakewood (80214-1496)	205-1300	205-1342
General Government Computer Center see "Information Technology Services" (Dept. of Personnel/General Support Svcs)				100 M
General Litigation (Dept. of Law)	Diane Michaud	1525 Sherman Street, 5th Floor	866-3613	866-5443
Geological Survey (Dept. of Natural Resources)	Vicki Cowart State Geologist	Centennial Building, 7th Floor 1313 Sherman Street	866-2611	866-2461
Hazardous Materials and Waste Management (Dept. of Public Health & Environment)	Howard Roitman	4300 Cherry Creek Drive South (80222)	692-3300	759-5355
Health Facilities Division (Dept. of Public Health & Environment)	Paul Daraghy	4300 Cherry Creek Drive South (80222)	692-2800	782-4883
Health Plan Management, Division of (Dept. of Health Care Policy & Financing)	Nancy Peters	1575 Sherman Street, 5th Floor	866-2445	866-2573

Agency	Director or Head	Location	Telephone	Fax Phone
Health Plan Operations, Division of (Dept. of Health Care Policy & Financing)	Marianne Seddon	1575 Sherman Street, 10th Floor	866-4012	866-4411
Historical Society, Colorado (Dept. of Higher Education)	Georgianna Contiguglia, President	Colorado History Museum 1300 Broadway	866-3355	866-4464
House of Representatives (Legislative Branch)	JR Rodrigue Chief Clerk	State Capitol Building, Room 271 200 East Colfax Avenue	866-2904	None
Housing, Division of (Dept. of Local Affairs)	Tom Hart	Centennial Building, Room 518 1313 Sherman Street	866-2033	866-4077
Human Resources and Administration (Dept. of Transportation)	Celina Benavidez	4201 East Arkansas Avenue, Room 262 (80222)	757-9163	757-9656
Human Resource Services (Dept. of Personnel/General Support Svcs)	Jeffrey C. Schutt	Centennial Building, Room 122 1313 Sherman Street	866-2024	866-2021
Industrial Claim Appeals Panel (Dept. of Labor and Employment)	Dona Halsey	1515 Arapahoe Street, Tower 2, Suite 350 (80202)	620-4272	620-4714
Information/Archival Services (Dept. of Personnel/General Support Svcs)	Terry Ketelsen	1313 Sherman, 1B-20	866-2055	866-2257
Information Management Commission (Dept. of Personnel/General Support Svcs)	Brian Mouty, Acting	1525 Sherman Street, Room 100	866-3222	866-2168
Information Technology (Dept. of Revenue)	Ron McNutt	Annex Building, Room 228 1375 Sherman Street (80261)	866-2721	866-2270
Information Technology, Office of (Dept. of Health Care Policy & Financing)	Vacant	1575 Sherman Street, 4th Floor	866-6175	866-2803
Information Technology Services, Colorado (CITS) (Dept. Personnel/General Support Svcs)	Len Meyer, Acting	1525 Sherman Street, Room 100	866-3222	866-2163
Insectary, Division of Plant Industry (Dept. of Agriculture)	Kent Mowrer	P.O. Box 400 Palisade (81526)	(970) 464-7916	(970) 464-5791
Inspection and Consumer Services (Dept. of Agriculture)	Ron Turner	2331 West 31st Avenue (80211)	477-0076	480-9236

Agency	Director or Head	Location	Telephone	Fax Phone
Insurance, Division of (Dept. of Regulatory Agencies)	Jack Ehnes Commissioner	1560 Broadway, Suite 850 (80202)	894-7499	894-7455
International Trade Office (Governor's Office)	Marc Hatzman	1625 Broadway, 9th Floor (80202)	892-3850	
Investment Section (Dept. of Treasury)	Helen DiBartolomeo	State Capitol Building, Room 140 200 East Colfax Avenue	866-5651	866-2123
Joint Budget Committee (Legislative Branch)	Kenneth Conahan	Legislative Services Building 200 East 14th Avenue	866-2061	866-2150
Judicial Administration (Judicial Branch)	Steven Berson State Court Administrator	1301 Pennsylvania, Suite 300	837-3668	837-2340
Labor and Employment (Dept. of Law)	Karen Howard	1525 Sherman Stree, 5th Floor	866-3052	866-3955
Labor Market Information (Dept. of Labor and Employment)	Bill Lagrange	1515 Arapahoe Street, Tower 2, Suite 300 (80202)	620-4977	620-4988
Labor Standards (Dept. of Labor and Employment)	Mary Blue	1515 Arapahoe Street, Tower 2, Suite 375 (80202)	572-2272	620-4599
Laboratory and Radiation Services Division (Dept. of Public Health & Environment)	Bob Quillin	8100 Lowry Boulevard	692-3030	782-5083
Land Commissioners, Board of (Dept. of Natural Resources)	Charles Bedford	Centennial Building, 6th Floor 1313 Sherman Street	866-3454	866-3152
Law Library (Judicial Branch)	Lois Calvert	State Judicial Building, Room B112 2 East 14th Avenue	837-3720	None
Legal Advisor (Governor's Office)	Troy Eid	State Capitol Building, Room 136 200 East Colfax Avenue	866-2471	
Legislative Affairs, Office of (Dept. of Health Care Policy & Financing)	Dean Woodward	1575 Sherman Street, 8th Floor	866-2708	866-4214
Legislative Council (Legislative Branch)	Charlie Brown	State Capitol Building, Room 029 200 East Colfax Avenue	866-3521	866-3855

Agency	Director or Head	Location	Telephone	Fax Phone
Legislative Legal Services, Office of (Legislative Branch)	Doug Brown	State Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157
Library and Adult Education Office (Dept. of Education)	Nancy Bolt	State Office Building, Room 309 201 East Colfax Avenue	866-6900	866-6940
Licensing (including bingo, raffles, notary) (Dept. of State)	Johanna Billmyer	1560 Broadway, Suite 200 (80202)	894-2680 (press "2")	894-7732
Liquor Enforcement (Dept. of Revenue)	David Reitz	1881 Pierce Street, Suite 108A Lakewood (80214-1496)	205-2300	205-2341
Local Government, Division of (Dept. of Local Affairs)	Jerry Smith	Centennial Building, Room 521 1313 Sherman Street	866-2156	866-4819
Lottery (Dept. of Revenue)	Mark Zamarripa	201 West 8th Street, Suite 600 Pueblo 81003	759-52063552 (Denver connection)	(719) 546-5208
Managed Care Contracting, Division of (Dept. of Health Care Policy & Financing)	Gary Snider	1575 Sherman Street, 5th Floor	866-3163	866-2573
Management, Budget, and Planning (Dept. of Education)	Karen Stroup	State Office Building, Room 505 201 East Colfax Avenue	866-6822 866-6806	866-6888
Management Information Services (Dept. of Corrections)	Gary Saddler	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4770	
Market Industry (Dept. of Agriculture)	Jim Rubingh	700 Kipling Street, Suite 4000 Lakewood (80215-5894)	239-4114	239-4125
Medical Assistance, Office of (Dept. of Health Care Policy & Financing)	Richard Allen	1575 Sherman Street, 4th Floor	866-2859	866-2803
Mental Health (Dept. of Human Services)	Tom Barrett	3824 West Princeton Circle (80236)	866-7401	866-7500
Minerals and Geology, Division of (Dept. of Natural Resources)	Michael B. Long	Centennial Building, 2nd Floor 1313 Sherman Street	866-3567	832-8106
Motion Picture and TV Commission (Dept. of Local Affairs)	Michael Klein	1625 Broadway, Room 1700 (80202)	620-4500	572-4545

Agency	Director or Head	Location	Telephone	Fax Phone
Motor Carrier Services (Dept. of Revenue)	R.J. Hicks	1881 Pierce Street, Suite 108 Lakewood (80214-1496)	205-5686	205-5764
Motor Vehicle (Dept. of Revenue)	Dee Hartman	1881 Pierce Street, Suite 100 Lakewood (80214-1496)	205-5949	205-5975
Motor Vehicle Hearings (Dept. of Revenue)	Valerie Horwitz	1881 Pierce Street, Suite 106 Lakewood (80214-1496)	205-5898	205-5700
National Guard (Dept. of Military Affairs)	Major General William A. Westerdahl	Patriot Plaza, 6848 South Revere Parkway Englewood (80112-6703)	397-3023	397-3003
Natural Resources (Dept. of Law)	Felicity Hannay	1525 Sherman Street, 5th Floor	866-5127	866-3558
Nursing Homes - State and Veterans (Dept. of Human Services)	Chip Roberts	1575 Sherman Street, 8th Floor	866-2259	866-4740
Oil and Gas Conservation Commission (Dept. of Natural Resources)	Richard T. Griebling	1120 Lincoln Street, Room 801	894-2100	894-2109
Oil Inspection (Dept. of Labor and Employment)	Dick Piper	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4301	620-4714
Parks and Outdoor Recreation, Division of (Dept. of Natural Resources)	Laurie Mathews	Centennial Building, 6th Floor 1313 Sherman Street	866-3437	866-3206
Parole Board (Dept. of Corrections)	Saul Trujillo	1600 West 24th Street, Building 54 Pueblo (81003)	(719) 583-5800	(719) 583-5805
Personnel Board (Dept. of Personnel/General Support Svcs)	Charlie Robertson	1525 Sherman Street, Room 200	866-3244	866-6569
Plant Industry (Dept. of Agriculture)	John Gerhardt	700 Kipling Street, Suite 4000	239-4140	239-4177
Policy, Office of (Dept. of Transportation)	Carla Perez	4201 East Arkansas Avenue, Room 226 (80222)	757-9772	757-9877
Policy and Initiatives (Governor's Office)	Rick O'Donnell	State Capitol Building, Room 136 200 East Colfax Avenue	866-6370	The state of

Agency	Director or Head	Location	Telephone	Fax Phone
Policy and Research (Sunset/Sunrise) (Dept. of Regulatory Agencies)	H. Rene Ramirez Bruce Harrelson	1560 Broadway, Suite 1550 (80202)	894-2900 Ext. 200 Ext. 431	894-7885
Policy, Public/Private Initiatives, Office of (Dept. of Public Health & Environment)	Suzanne White	4300 Cherry Creek Drive South (80222)	692-3474	691-7702
Ports of Entry (Dept. of Revenue)	Phil Vasquez	1881 Pierce Street, Suite 118 Lakewood (80214-1496)	205-5686	205-5764
Press Secretary (Governor's Office)	Dick Wadhams	State Capitol Building, Room 136 200 East Colfax Avenue	866-6325	
Property Tax, Division of (Dept. of Local Affairs)	Mary Huddleston	Centennial Building, Room 419 1313 Sherman Street	866-2371	866-4000
Public Defender (Judicial Branch)	David Vela	110 16th Street, Suite 800 (80202) Petroleum Building	620-4888	620-4931
Public Information Officer (Dept. of Agriculture)	Janet Jackson	700 Kipling Street, Suite 4000 Lakewood (80215-5894)	239-4190	239-4176
Public Information Officer (Dept. of Health Care Policy & Financing)	Dean Woodward	1575 Sherman Street, 8th Floor	866-2708	866-4411
Public Information Officer (Dept. of Human Services)	Dwight Eisnach	1575 Sherman Street, 1st Floor	866-5822	866-5024
Public Information Officer (Dept. of Labor and Employment)	Rosemary Marshall	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4704	620-4714
Public Information Officer (Dept. of Transportation)	Dan Hopkins	4201 East Arkansas Avenue, Room 277 (80222)	757-9469	757-9153
Public & Private Initiatives, Office of (Dept. of Health Care Policy & Financing)	Barbar Ladon	1575 Sherman Street, 4th Floor	866-3327	866-2803
Public School Finance (Dept. of Education)	Byron Pendley	State Office Building, Room 508 201 East Colfax Avenue	866-6845 866-6841	866-6888
Public Utilities Commission (Dept. of Regulatory Agencies)	Bruce Smith	1580 Logan Street, Office Level 2 (80203)	894-2000 Ext. 304	894-2065

Agency	Director or Head	Location	Telephone	Fax Phone
Purchasing (including State Buildings) (Dept. of Personnel/General Support Svcs)	Nanci Kadlecek	225 East 16th Avenue, Room 900	866-6100	894-7445
Racing, Division of (Dept. of Revenue)	Larry Huls	1881 Pierce Street, Suite 108 Lakewood (80214-1496)	205-2990	205-2950
Real Estate Commission (Dept. of Regulatory Agencies)	Michael Gorham	1900 Grant Street, Suite 600	894-2166	894-2683
Refugee Services (Dept. of Human Services)	Laurie Bagan	789 Sherman Street, 2nd Floor	863-2811	863-0838
Registrations (professional and occupational licensing boards) (Dept. of Regulatory Agencies)	Bruce M. Douglas	1560 Broadway, Suite 1300 (80202)	894-7709	894-7692
Regulatory Law (Dept. of Law)	Renny Fagan	1525 Sherman Street, 5th Floor	866-5307	866-5395
Rehabilitation Services (Dept. of Human Services)	Diana Huerta	110 16th Street, 2nd Floor (80202) Petroleum Building	620-4152	620-4189
Revisor of Statutes (Legislative Branch)	Charlie Pike	State Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157
Rural Job Training (Dept. of Labor & Employment)	Dwight Steele	1515 Arapahoe, Tower 2, Suite 400	620-4036	620-4257
School for the Deaf and the Blind (Dept. of Education)	Marilyn Jaitley Superintendent	33 North Institute Street Colorado Springs (80903-3599)	(719) 578-2102	(719) 578-2239
School of Mines (Dept. of Higher Education)	Dr. George Ansell	1500 Illinois Street, Golden (80401)	273-3280	273-3278
Securities, Division of (Dept. of Regulatory Agencies)	Fred Joseph	1580 Lincoln, Suite 420	894-2320	861-2126
Senate (Legislative Branch)	Joan Albi Secretary	State Capitol Building, Room 347 200 East Colfax Avenue	866-2316	866-2012
Soil Conservation Board (Dept. of Natural Resources)	Max Vezzani	Centennial Building, 2nd Floor 1313 Sherman Street	866-3351	832-8106

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Agency	Director or Head	Location	Telephone	Fax Phone
Special Education Services (Dept. of Education)	Lorrie Harkness	State Office Building, Room 300 201 East Colfax Avenue	866-6695 866-6694	866-6811
State Board of Agriculture (CSU System) (Dept of Higher Education)	Dr. Al Yates Chancellor	110 16th Street, Suite 640 (80202) Petroleum Building	534-6290	534-6298
State Board of Education (Dept. of Education)	Lynne Fontanier	State Office Building, Room 500 201 East Colfax Avenue	866-6817 866-6806	866-6938
State Board of Human Services (Dept. of Human Services)	John Kelley	1575 Sherman Street, 1st Floor	866-5922	866-5024
State Controller's Office (Dept. of Personnel/General Support Svcs)	Art Barnhart	1525 Sherman Street, Room 250	866-3281	866-4233
State Fair Authority (Dept. of Agriculture)	Ed Kruse	State Fair Grounds Pueblo, CO (81004)	(719) 561-8484	(719) 561-0283
State Library and Adult Education Office (Dept. of Education)	Nancy Bolt	State Office Building, Room 309 201 East Colfax Avenue	866-6900	866-6940
State Planning and Budgeting (Governor's Office)	Nancy McCallin	State Capitol Building, Room 114 200 East Colfax Avenue	866-3317	866-3044
State Services (Dept. of Law)	Christine Arguello	1525 Sherman Street, 5th Floor	866-5380	866-5671
Student Loan Program (Dept. of Higher Education)	Robert Fomer	999 18th Street, Suite 425 (80202)	294-5050	294-5070
Supreme Court (Judicial Branch)	Mac V. Danford Clerk of Supreme Court	State Judicial Building, Room 415 2 East 14th Avenue	837-3790	861-7429
Surplus Property (Dept. of Corrections)	Ron Bachali	4200 Garfield (80216)	321-2200	320-105
Tax Analysis (Dept. of Revenue)	Jim Huyghebaert	Annex Building, Room 422 1375 Sherman Street	866-3089	866-308
Tax Auditing and Compliance (Dept. of Revenue)	John Vecchiarelli	Annex Building, Room 504 1375 Sherman Street	866-3714	866-226

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Agency	Director or Head	Location	Telephone	Fax Phone
Tax Conferee (Dept. of Revenue)	Becky Wetzel	Annex Building, Room 248 1375 Sherman Street	866-3212	866-2096
Taxpayer Services (Dept. of Revenue)	Elizabeth Walton, Acting	Annex Building, Room 204 1375 Sherman Street	866-2114	866-3211
Teacher Licensure/Professional Education (Dept. of Education)	Eugene Campbell	State Office Building, Room 501 201 East Colfax Avenue	866-6851 866-6628	866-6968
Telecommunications see "Information Technology Services" (Dept. of Personnel/General Support Svcs)				
Transportation Commission (Dept. of Transportation)	Dan Hopkins	4201 East Arkansas Avenue, Room 229 (80222)	757-9207	757-9717
Transportation Development (Dept. of Transportation)	Jennifer Finch	4201 East Arkansas Avenue, Room 262 (80222)	757-9525	757-9656
Transportation Safety & Traffic Engineering (Dept. of Transportation)	Matt Reay	4201 East Arkansas Avenue, Room 172 (80222)	757-9271	757-9219
Trustees of State Colleges in Colorado (Dept. of Higher Education)	Dr. William Fulkerson	Spectrum Building, Suite 750 1580 Lincoln Street	894-2700	894-2459
Unclaimed Property Section (Dept. of Treasury)	Patty White	1560 Broadway, Suite 1225 (80202)	894-2443	894-2351
Unemployment Insurance (Dept. of Labor and Employment)	Don Peitersen	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	620-4712	620-4714
Uniform Commercial Code (UCC) (Dept. of State)	Keith Whitelaw	1560 Broadway, Suite 200 (80202)	894-2200 Ext. 3	894-2242
University of Colorado (Dept of Higher Ed) — Central Administration, President — Boulder, Chancellor — Colorado Springs, Chancellor — Denver, Interim Chancellor — Health Sciences Center, Chancellor	Dr. John Buechner Dr. Richard Byyny Dr. Linda Bunnell Shade Dr. Georgia Lesh-Laurie Dr. Vincent A. Fulginiti	914 Broadway, Boulder (80309) 914 Broadway, Boulder (80309) Box 7150, Colorado Springs (80933-7150) 1250 14th Street, Denver (80202) 4200 East 9th Avenue (80262)	492-6201 492-8908 (719) 593-3436 556-2643 270-7682	492-6772 492-5105 (719) 593-3362 556-2164 270-7729

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Agency	Director or Head	Location	Telephone	Fax Phone
University of Northern Colorado (Dept. of Higher Education)	Hank Brown President	Greeley (80639)	351-2121	351-1880
Veterans Affairs (Dept. of Human Services)	Dick Ceresko	789 Sherman Street, 2nd Floor, Suite 460	894-7474	894-7442
Water Conservation Board (Dept. of Natural Resources)	Peter Evans, Acting	Centennial Building, 7th Floor 1313 Sherman Street	866-3441	866-4474
Water Quality Control Division (Dept. of Public Health & Environment)	Dave Holm	4300 Cherry Creek Drive South (80222)	692-3500	782-0390
Water Resources, Division of (Dept. of Natural Resources)	Hal Simpson State Engineer	Centennial Building, 8th Floor 1313 Sherman Street	866-3581	866-3589
Weights and Measures (Dept. of Agriculture)	David Wallace	3125 Wyandot (80211)	477-4220	477-4248
Wildlife, Division of (Dept. of Natural Resources)	John W. Mumma	6060 Broadway (80216)	297-1192	294-0874
Workers' Compensation (Dept. of Labor and Employment)	Mary Ann Whiteside	1515 Arapahoe Street, Tower 2, Suite 400 (80202)	575-8814	620-4714
Youth Crime Prevention & Intervention Pgm (Dept. of Local Affairs)	Esperanza Y. Zachman	Centennial Building, Room 323 1313 Sherman Street	866-4900	866-4992
Youth Corrections (Dept. of Human Services)	Betty Marler	4255 South Knox Court (80236)	866-7980	866-7344
		See intelligence (Katalan Pro-	355.7570	10.1-10.20

AGENCY LISTINGS BY DEPARTMENT

January, 1999

NOTE: All zip codes are 80203, unless otherwise indicated.
All area code prefixes are 303, unless otherwise indicated.

DEPARTMENT OF AGRICULTURE

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Don Ament, Commissioner
Internet: lorna.columbia@ag.state.co.us
Web site: www.ag.state.co.us
700 Kipling Street, Suite 4000
Lakewood (80215-5894)
239-4100

Agency	Director or Head	Location	Telephone	Fax
Animal Industry	Dr. Jerry Bohlender	700 Kipling Street, Suite 4000	239-4161	239-4164
Animal Protection	Dr. John Maulsby	700 Kipling Street, Suite 4000	239-4158	239-4164
Brand Inspection	Gary Shoun	201 Livestock Exchange Building Room 201, 4701 Marion Street (80216)	294-0895	294-0918
Colorado Agricultural Statistics Service	Charles Hudson	645 Parfet Street, Suite W-201 Lakewood (80215)	236-2300	236-2299
Inspection and Consumer Services	Ron Turner	2331 West 31st Avenue (80211)	477-0076	480-9236
Farm Products	Gary Graalman	2331 West 31st Avenue (80211)	477-0054	480-9236
Frozen Food and Poultry	Jim Thurman	2331 West 31st Avenue (80211)	477-0086	480-9236
Fruit and Vegetable	Mike Popovich	P.O. Box 407, Monte Vista (81144)	(719) 852-4749	. (719) 852-4319
Laboratories:				
Bio-Chemical Laboratory	Ron Turner	2331 West 31st Avenue (80211)	477-0014	480-9236
Brucellosis (BANGS) Laboratory	Richard Forde	2331 West 31st Avenue (80211)	477-0076	480-9236
Weights and Measures	David Wallace	3125 Wyandot (80211)	477-4220	477-4248
Legislative Liaison	Robert McLavey	700 Kipling Street, Suite 4000	239-4100	239-4176
Market Industry	Jim Rubingh	700 Kipling Street, Suite 4000	239-4114	239-4125
Plant Industry	John Gerhardt	700 Kipling Street, Suite 4000	239-4140	239-4177
Insectary	Kent Mowrer	P.O. Box 400, Palisade (81526)	(970) 464-7916	(970) 464-5791
Public Information Officer	Janet Jackson	700 Kipling Street, Suite 4000	239-4190	239-4176
State Fair Authority	Ed Kruse	State Fair Grounds, Pueblo, CO 81004	(719) 561-8484	(719) 561-0283

DEPARTMENT OF CORRECTIONS

John W. Suthers, Executive Director (719) 540-4701

Bob Cantwell, Chief of Staff/Acting Deputy Director for Correctional Services

(719) 540-4727

2862 South Circle Drive, Suite 400 Colorado Springs (80906)

(719) 579-9580

	Major	Divisions or Sections		
Agency	Director or Head	Location	Telephone	Fax
Adult Parole Supervision, Division of	Tom Coogan	10403 West Colfax Lakewood (80215)	238-5967	238-0170
Community Corrections, Division of	Jeaneene Miller	710 Kipling, Suite 200 Lakewood (80215)	239-5420	239-5445
Correctional Education, Division of	Chuck Beall, Vocational Eric Brookens, Academic	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4862	(719) 540-4805
Correctional Industries, Division of	Richard Schweigert	2862 South Circle Drive Colorado Springs (80906)	(719) 540-4970	(719) 540-4975
Surplus Property	Ron Bachali	4200 Garfield Denver (80216)	321-2200	320-1050
Finance and Administration, Director of	Brian Burnett	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4751	(719) 540-4755
Legislative Liaison	Alison Morgn	c/o Office of State Planning & Budgeting State Capitol Bldg, Room 114 200 East Colfax Avenue Denver (80203)	866-2068	866-3044
Management Information Services	Gary Saddler	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-4770	
Parole Board	Saul Trujillo	1600 West 24th Street, Building 54 Pueblo (81003)	(719) 583-5800	(719) 583-5805
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DEPARTMENT OF EDUCATION

William J. Moloney, Commissioner State Office Building 201 East Colfax Avenue Denver (80203-1799) 866-6806 Fax: 866-6938

Agency	Director or Head	Location	Telephone	Fax
Assessment	Don Watson	State Office Building, Room 104 201 East Colfax Avenue	866-6612 866-6806	866-6680
Educational Services	Art Ellis	State Office Building, Room 206 201 East Colfax Avenue	866-6679 866-6935	866-6874
Legislative Liaison	Karen Stroup	State Office Building, Room 505 201 East Colfax Avenue	866-6822 866-6808	866-6888
Management, Budget, and Planning	Karen Stroup	State Office Building, Room 505 201 East Colfax Avenue	866-6822 866-6806	866-6888
Public School Finance	Byron Pendley	State Office Building, Room 508 201 East Colfax Avenue	866-6845 866-6841	866-6888
School for the Deaf and the Blind	Marilyn Jaitly Superintendent	33 North Institute Street Colorado Springs (80903-3599)	(719) 578-2102	(719) 578-2239
Special Education Services	Lorrie Haarkness	State Office Building, Room 300 201 East Colfax Avenue	866-6695 8666694	866-6811
State Board of Education	Lynne Fontanier	State Office Building, Room 500 201 East Colfax Avenue	866-6817 866-6806	866-6938
State Library and Adult Education Office	Nancy Bolt	State Office Building, Room 309 201 East Colfax Avenue	866-6733 866-6900	866-6940
Teacher Licensure/Professional Education	Eugene Campbell	State Office Building, Room 501 201 East Colfax Avenue	866-6851 866-6628	866-6968

GOVERNOR - LIEUTENANT GOVERNOR - STATE PLANNING AND BUDGETING OFFICE

Bill Owens, Governor
State Capitol Building, Room 136
866-2471
Joe Rogers, Lieutenant Governor
State Capitol Building, Room 130
200 East Colfax Avenue
Denver (80203)
866-2087

Portion of the Governor's Administrative Staff

Staff Position	Staff Person	Location	Telephone	Fax
Boards and Commissions	Barb Card	State Capitol Building, Room 136	866-2471	
Chief of Staff	Roy Palmer	State Capitol Building, Room 136	866-6290	900.79
Deputy Chief of Staff	Sean Tonner	State Capitol Building, Room 136	866-2471	
Economic Development, Office of	Dave Solin	1625 Broadway, Suite 1710 (80202)	892-3840	
Energy Conservation, Office of	Rick Grice	1675 Broadway, Suite 1300 (80202)	620-4292	
International Trade Office	Marc Holtzman	1625 Broadway, 9th Floor (80202)	892-3850	
Legal Advisor	Troy Eid	State Capitol Building, Room 136	866-6390	2 500-09
Legislative Liaison	Mike Beasley	State Capitol Building, Room 136	866-2471	
Policy and Initiatives	Rick O'Donnell	State Capitol Building, Room 136	866-6370	1200000
Press Secretary	Dick Wadhams	State Capitol Building, Room 136	866-6325	
State Planning and Budgeting	Nancy McCallin	State Capitol Building, Room 114	866-3317	
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DEPARTMENT OF HEALTH CARE POLICY AND FINANCING

James Rizzuto, Executive Director Dean A. Woodward, Deputy Director 1575 Sherman Street, 10th Floor Denver (80203) 866-2868 Fax: 866-2828

Agency	Director or Head	Location	Telephone	Fax
Accounting & Purchasing, Office of	Phil Reed	1575 Sherman Street, 6th Floor	866-2764	866-4411
Budget Office	Marilyn Golden	1575 Sherman Street, 10th Floor	866-5624	866-4411
Health Plan Management, Division of	Nancy Peters	1575 Sherman Street, 5th Floor	866-2445	866-2573
Health Plan Operations, Division of	Marianne Seddon	1575 Sherman Street, 10th Floor	866-4012	866-4411
Information Technology, Office of	(Vacant)	1575 Sherman Street, 4th Floor	866-6175	866-2803
Legislative Affairs, Office of	Dean Woodward	1575 Sherman Street, 8th Floor	866-2708	866-4411
Managed Care Contracting, Division of	Gary Snider	1575 Sherman Street, 5th Floor	866-3163	866-2573
Medical Assistance, Office of	Richard Allen	1575 Sherman Street, 4th Floor	866-2859	866-2803
Public Information Officer	Dean Woodward	1575 Sherman Street, 8th Floor	866-2708	866-4411
Public & Private Initiatives, Office of	Barbara Ladon	1575 Sherman Street, 4th Floor	866-3327	866-2803

DEPARTMENT OF HIGHER EDUCATION

Tim Foster, Executive Director Colorado Commission on Higher Education Colorado History Museum, 2nd Floor 1300 Broadway, Denver (80203) 866-2723 Fax: 860-9750

Major Divisions or Secti	ions
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Agency	Director or Head	Location	Telephone	Fax
Auraria Higher Education Center	Dean Wolf	1027 9th Street Park, P.O. Box 173361 Campus Box A (80217-3361)	556-3291	556-4403
Colorado Council on the Arts	Fran Holden	750 Pennsylvania Street	894-2617	894-2615
Colorado Historical Society	Georgianna Contiguglia, President	Colorado History Museum, 1300 Broadway	866-3355	866-4464
Colorado Student Loan Program	Robert Fomer	999 18th Street, Suite 425 (80202)	294-5050	294-5076
University of Colorado — Central Administration, President — Boulder, Chancellor — Colorado Springs, Chancellor — Denver, Interim Chancellor — Health Sciences Center, Chancellor	Dr. John Buechner Dr. Richard Byyny Dr. Linda Bunnell Shade Dr. Georgia Lesh-Laurie Dr. Vincent A. Fulginiti	914 Broadway, Boulder (80309) 914 Broadway, Boulder (80309) Box 7150, Colorado Springs (80933-7150) 1250 14th Street, Denver (80202) 4200 East 9th Avenue (80262)	492-6201 492-8908 (719) 593-3436 556-2643 270-7682	492-6772 492-5105 (719) 593-3362 556-2164 270-7729
ССНЕ	Tim Foster	Colorado History Museum, 1300 Broadway	866-2723	860-9750
CCHE Legislative Liaison	Lee Maurer	Colorado History Museum, 1300 Broadway, 2nd Floor	866-2723	860-9750
State Board of Agriculture (CSU System)	Dr. Al Yates, Chancellor	Petroleum Building, Suite 640 110 16th Street (80202)	534-6290	534-6298
Colorado Community College and Occupational Education System	Dr. Dorothy Horrell	1391 North Speer Boulevard Suite 600 (80204)	595-1552	825-4295
Trustees of State Colleges in Colorado	Dr. William Fulkerson	Spectrum Building, Suite 750 1580 Lincoln Street (80203)	894-2700	894-2459
University of Northern Colorado	Hank Brown President	Greeley (80639)	351-2121	351-1880
Colorado School of Mines	Dr. Theodore Biekart	1500 Illinois Street, Golden (80401)	273-3280	273-3278

DEPARTMENT OF HUMAN SERVICES

Marva Hammons, Executive Director 866-5096 Karen Beye, Managing Director 866-3063 1575 Sherman Street (80203) 866-5700 Fax: 866-4740

Mai	ior	Di	vision	sor	Sections	

Agency	Director or Head	Location	Telephone	Fax
Aging and Adult Services	Rita Barreras	110 16th Street, 2nd Floor	620-4127	620-4191
Alcohol and Drug Abuse	Janet Wood	3520 West Oxford Avenue (80236)	866-7486	866-7481
Child Care Services	Oxana Golden	1575 Sherman Street, 1st Floor	866-5943	866-4453
Child Support Enforcement	Pauline Burton	1575 Sherman Street, 2nd Floor	839-1203	839-1332
Child Welfare Services	Jane Beveridge John Daurio	1575 Sherman Street, 2nd Floor	866-5932 866-4091	866-2214
"Colorado Works" – Temporary Assistance to Needy Families	Mark Tandberg, Acting	1575 Sherman Street, 3rd Floor	866-2523	866-5098
Consumer Relations	Pam Zeldin	1575 Sherman Street, 1st Floor	866-5825	866-5024
Developmental Disabilities	Charlie Allinson	3824 West Princeton Circle (80236)	866-7454	866-7470
Family Centers	Claudia Zundel	1575 Sherman Street, 1st Floor	866-5111	866-4453
Food Assistance	Ron Rice	1575 Sherman Street, 3rd Floor	866-2538	866-5098
Legislative Liaison	Bill Hanna	1575 Sherman Street, 8th Floor	866-5900	866-4214
Mental Health	Tom Barrett	3824 West Princeton Circle (80236)	866-7401	866-7500
Nursing Homes - State and Veterans	Chip Roberts	1575 Sherman Street, 8th Floor	866-2259	866-4740
Public Information	Dwight Eisnach	1575 Sherman Street, 1st Floor	866-5822	866-5024
Refugee Services	Laurie Bagan	789 Sherman Street, 2nd Floor	863-2811	863-0838
Rehabilitation Services	Diana Huerta	110 16th Street, 2nd Floor	620-4152	620-4189
State Board of Human Services	John Kelley	1575 Sherman Street, 1st Floor	866-5922	866-5024
Veterans Affairs	Dick Ceresko	789 Sherman Street, 2nd Floor, Suite 460	894-7474	894-7442
Youth Corrections	Betty Marler	4255 South Knox Court (80236)	866-7980	866-7344

JUDICIAL BRANCH

Mary J. Mullarkey, Chief Justice 2 East 14th Avenue Denver (80203) 861-1111

Agency	Director or Head	Location	Telephone	Fax
Supreme Court	Mac V. Danford Clerk of Supreme Court	State Judicial Building, Room 415 2 East 14th Avenue	837-3790	861-7429
Court of Appeals	Patrick H. Stanford Clerk of Court of Appeals	State Judicial Building, Room 300 2 East 14th Avenue	837-3785	837-3702
Judicial Administration	Steven Berson State Court Administrator	1301 Pennsylvania, Suite 300	837-3668	837-2340
Law Library	Lois Calvert	State Judicial Building, Room B112 2 East 14th Avenue	837-3720	None
Legislative Liaison	Kim Morss	1301 Pennsylvania, Suite 300	861-1111	837-2340
Public Defender	David Vela	Petroleum Building 110 16th Street, Suite 800 (80202)	620-4888	620-4931

DEPARTMENT OF LABOR AND EMPLOYMENT

Vicki Armstrong, Executive Director 1515 Arapahoe Street, Tower 2, Suite 400 Denver (80202-2117) 620-4701 Fax: 620-4714

Internet: HTTP://WWW.STATE.CO.US/GOV DIR/LABOR DIR/LABOR HOME.HTML

Agency	Director or Head	- Location	Telephone	Fax
Boiler Inspection/Public Safety	Mary Blue	1515 Arapahoe Street, Tower 2, Suite 400	620-4713	620-4714
Employment & Training Office	Judi Richendifer	1515 Arapahoe Street, Tower 2, Suite 400	620-4204	620-4257
Field Operations	Tom Ivory	1515 Arapahoe Street, Tower 2, Suite 400	620-4226	620-4257
Industrial Claim Appeals Panel	Dona Halsey	1515 Arapahoe Street, Tower 2, Suite 350	620-4272	620-4714
Labor Market Information	Bill Lagrange	1515 Arapahoe Street, Tower 2, Suite 300	620-4977	620-4988
Labor Standards	Mary Blue	1515 Arapahoe Street, Tower 2, Suite 375	572-2272	620-4599
Legislative Liaison and Public Information Officer	Rosemary Marshall	1515 Arapahoe Street, Tower 2, Suite 400	620-4704	620-4714
Oil Inspection	Dick Piper	1515 Arapahoe Street, Tower 2, Suite 400	620-4301	620-4714
Rural Job Training	Dwight Steele	1515 Arapahoe Street, Tower 2, Suite 400	620-4036	620-4257
Unemployment Insurance	Don Peitersen	1515 Arapahoe Street, Tower 2, Suite 400	620-4712	620-4714
Workers' Compensation	Mary Ann Whiteside	1515 Arapahoe Street, Tower 2, Suite 400	575-8814	620-4714

DEPARTMENT OF LAW

Ken Salazar, Attorney General

Barbara McDonnell

Chief Deputy Attorney General

Michael McLachlan

Solicitor General

Vacant Kenneth L. Lane Director of Administration Director of Legal Policy

1525 Sherman Street, 5th Floor Denver (80203-1712) Main Operator: 866-4500 Fax: 866-5691

Agency	Director or Head	Location	Telephone	Fax
Consumer Protection and Appeals	John Dailey	1525 Sherman Street, 5th Floor	866-5785	866-3955
Criminal Justice	Don Quick	1525 Sherman Street, 5 th Floor	866-5773	866-3955
General Litigation	Diane Michaud	1525 Sherman Street, 5 th Floor	866-3613	866-5443
Labor & Employment	Karen Howard	1525 Sherman Street, 5th Floor	866-3052	866-3955
Legislative Liaison	Ken Lane	1525 Sherman Street, 5th Floor	866-3557	866-9355
Natural Resources	Felicity Hannay	1525 Sherman Street, 5 rd Floor	866-5127	866-3558
Regulatory Law	Renny Fagan	1525 Sherman Street, 5th Floor	866-5307	866-5395
State Services	Christine Arguello	1525 Sherman Street, 5 th Floor	866-5380	866-5671
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LEGISLATIVE SERVICE AGENCIES					
Agency	Director or Head	Location	Telephone	Fax	
Office of the State Auditor	Dave Barba State Auditor	Legislative Services Building 200 East 14th Avenue	866-2051	866-2060	
House of Representatives	JR Rodrigue Chief Clerk	State Capitol Building, Room 271 200 East Colfax Avenue	866-2904	None	
Joint Budget Committee	Kenneth Conahan Staff Director	Legislative Services Building 200 East 14th Avenue	866-2061	866-2150	
Legislative Council	Charlie Brown Director of Research	State Capitol Building, Room 029 200 East Colfax Avenue	866-3521	866-385	
Office of Legislative Legal Services	Doug Brown Director	State Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157	
Revisor of Statutes	Charlie Pike Revisor of Statutes	State Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157	
Senate	Patty Dicks Secretary	State Capitol Building, Room 347 200 East Colfax Avenue	866-2316	866-2012	

DEPARTMENT OF LOCAL AFFAIRS

Bob Brooks, Executive Director Jerry Smith, Deputy Director Centennial Building, Room 323 1313 Sherman Street Denver (80203) 866-2771 Fax: 866-2251

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax	
Assessment Appeals, Board of	Diane DeVries	1313 Sherman Street, Room 323	866-5880	866-4485	
Colorado Welcome Centers	Bill Timmermeyer	1313 Sherman Street, Room 323	866-2771	866-2251	
Community and Local Government Services	T. Michael Smith	1313 Sherman Street, Room 323	866-4900	866-4992	
Economic Development Commission	Gayle Brody	1625 Broadway, Room 1710 (80202)	892-3840	892-3725	
Emergency Management, Office of	Tom Grier	15075 S. Golden Road Golden (80401-3979)	273-1622	273-1795	
Field Services	Bill Timmermeyer	1313 Sherman Street, Room 323	866-2771	866-2251	
Housing, Division of	Tom Hart	1313 Sherman Street, Room 518	866-2033	866-4077	
Legislative Liaison	Linda Rice	1313 Sherman Street, Room 323	866-2771	866-2251	
Local Government, Division of	Jerry Smith	1313 Sherman Street, Room 521	866-2156	866-4819	
Motion Picture and TV Commission	Michael Klein	1625 Broadway, Room 1700 (80202)	620-4500	572-4545	
Property Tax, Division of	Mary Huddleston	1313 Sherman Street, Room 419	866-2371	866-4000	
Tourism Board	Bill Timmermeyer	1313 Sherman Street, Room 323	866-2771	866-2251	
Youth Crime Prevention and Intervention Program	Esperanza Y. Zachman	1313 Sherman Street, Room 323	866-4900	866-4992	

DEPARTMENT OF MILITARY AFFAIRS

Major General, William A. Westerdahl, The Adjutant General
397-3023 or 397-3000
Patriot Plaza
6848 South Revere Parkway
Englewood (80112-6703)

Major Divisions or S	ections
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Brigadier General Andy	84 North Aspen Street		
Love	Buckley Air National Guard Base (80011-9452)	677-9145	677-9976
Brigadier General Gary L. Patriot Plaza Franch 6848 South Revere Parkway			397-3003
Colonel William F. Hines Commander Patti Sampers Administrator	Colorado Wing, Civil Air Patrol Stop 33 19210 East Breckenridge Avenue Buckley Air National Guard Base (80011-9525)	677-5003	677-5009
William L. Robinson	Patriot Plaza = 6848 South Revere Parkway Englewood (80112-6703)	397-3239 397-3000	397-3003 397-3003
Major General William A. Westerdahl	Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703)	397-3023	397-3003
	Colonel William F. Hines Commander Patti Sampers Administrator William L. Robinson Major General William A.	Brigadier General Gary L. Franch Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703) Colonel William F. Hines Commander Patti Sampers Administrator William L. Robinson Patriot Plaza 19210 East Breckenridge Avenue Buckley Air National Guard Base (80011-9525) William L. Robinson Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703) Major General William A. Westerdahl Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703)	Brigadier General Gary L. Franch Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703) Colonel William F. Hines Commander Patti Sampers Administrator Stop 33 19210 East Breckenridge Avenue Buckley Air National Guard Base (80011-9525) William L. Robinson Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703) Major General William A. Westerdahl Patriot Plaza 397-3239 397-3000 Major General William A. Patriot Plaza 397-3023

DEPARTMENT OF NATURAL RESOURCES

Greg Walcher, Executive Director Ronald W. Cattany, Deputy Director Centennial Building, 7th Floor 1313 Sherman Street Denver (80203) 866-3311 Fax: 866-2115

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax	
Geological Survey Vicki Cowart State Geologist		Centennial Building, 7th Floor	866-2611	866-2461	
Land Commissioners, Board of	Charles Bedford	Centennial Building, 6th Floor	866-3454	866-3152	
Legislative Liaison	Ronald W. Cattany	Centennial Building, Room 718	866-3311	866-2115	
Minerals and Geology, Division of	Michael B. Long	Centennial Building, 2nd Floor	866-3567	832-8106	
Oil and Gas Conservation Commission	Richard T. Griebling	1120 Lincoln ,Room 801	894-2100	894-2109	
Parks and Outdoor Recreation, Laurie Mathews Division of		Centennial Building, 6th Floor	866-3437	866-3206	
Soil Conservation Board Max Vezzani		Centennial Building, 2nd Floor	866-3351	832-8106 866-4474 866-3589	
Water Conservation Board Peter Evans, Acting Water Resources, Division of Hal Simpson State Engineer		Centennial Building, 7th Floor	866-3441		
		Centennial Building, 8th Floor	866-3581		
Wildlife, Division of	John W. Mumma	6060 Broadway (80216)	297-1192	294-0874	

TELLILITIE I TILLI

DEPARTMENT OF PERSONNEL / GENERAL SUPPORT SERVICES

Larry Trujillo, Executive Director 1525 Sherman Street, Room 200 Denver (80203) 866-6566 Fax: 866-6569

Majo	or Div	visions	or S	Sections
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Agency	Director or Head	Location	Telephone	Fax	
Administrative Hearings Delores Atencio		1120 Lincoln Street, Room 1400	894-2500	894-2541	
Capitol Complex Facilities	apitol Complex Facilities Gary Newell		866-4357	866-4367	
Central Services	Richard Malinowski	225 East 16th Avenue, Room 800	866-3970	894-2375	
Human Resource Services	Jeffrey C. Schutt	1313 Sherman Street, Room 122	866-2024	866-2021	
Colorado Information Technology Services (CITS)	Len Meyer, Acting	1525 Sherman Street, Room 100	866-3222	866-2163	
Information/Archival Services	Terry Ketelsen	1313 Sherman Street, Room 1B-20	866-2055	866-2257	
Information Management Commission	Brian Mouty, Acting	1525 Sherman Street, Room 100	866-3222	866-2168	
Legislative Liaison	Verneeda P. White	1525 Sherman Street, Room 200	866-5661	866-6569	
Personnel Board	Charlie Robertson	1525 Sherman Street, Room 200 🚓	866-3244	866-6569	
Purchasing (including State Buildings)	Nanci Kadlecek	225 East 16th Avenue, Room 900	866-6100	894-7445	
State Controller's Office	Art Barnhart	1525 Sherman Street, Room 250	866-3281	866-4233	

DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

Jane E. Norton, Executive Director 4300 Cherry Creek Drive South Denver (80246-1530) 692-2012 Fax: 691-7702

Jennifer Gurr, Executive Assistant 692-2011 Fax: 691-7702

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax	
Administration and Support Office	Lee Thielen	4300 Cherry Creek Drive South	692-2100	782-0095	
Administrative Services Division	Lee Thielen	4300 Cherry Creek Drive South	692-2100	782-0095	
Air Pollution Control Division	Margie Perkins	4300 Cherry Creek Drive South	692-3100	782-5493	
Center for Health & Environmental Information & Statistics	Bob O'Doherty	4300 Cherry Creek Drive South	692-2248	691-7704	
Customer Service Office	Ken Mesch	4300 Cherry Creek Drive South	692-2035	691-1979	
Consumer Protection Division	Tom Messenger	4300 Cherry Creek Drive South	692-3620	782-4969	
Disease Control and Environmental Epidemiology Division	Ellen Mangione	4300 Cherry Creek Drive South	692-2700	782-0904	
Emergency Medical Services and Prevention Division	Jillian Jacobellis	4300 Cherry Creek Drive South	692-2500	782-0095	
Family/Community Health Services Division	Merril Stern	4300 Cherry Creek Drive South	692-2310	782-5576	
Hazardous Materials and Waste Management Division	Howard Roitman	4300 Cherry Creek Drive South	692-3300	759-5355	
Health Facilities Division	Paul Daraghy	4300 Cherry Creek Drive South	692-2800	782-4883	
Laboratory and Radiation Services Division	Bob Quillin	8100 Lowry Boulevard	692-3030	782-5083	
Legislative Liaison	Mary Brown	4300 Cherry Creek Drive South	692-3473	691-7702	
Policy, Public/Private Initiatives Office	Suzanne White	4300 Cherry Creek Drive South	692-3474	691-7702	
Water Quality Control Division	Dave Holm	4300 Cherry Creek Drive South	692-3500	782-0390	

DEPARTMENT OF PUBLIC SAFETY

Ari Zavaras, Executive Director 239-4398 700 Kipling Street, Suite 3000

Denver (80215)

239-4398 Fax: 231-9708 Pager: 610-9306

	Major l	Divisions or Sections		
Agency	Director or Head	Location	Telephone	Fax
Colorado Bureau of Investigation	Carl Whiteside	690 Kipling Street Denver (80215)	239-4201	235-0568
	Internet: CARLWHITESIDE.LN(@CDPS.STATE.CO.US.		
Colorado State Patrol	Colonel Lonnie J. Westphal Chief	700 Kipling Street, Suite 3000 Denver (80215)	239-4403	239-4481
demonstrates)	Internet: LONNIEWESTPHAL.L	N@CDPS.STATE.CO.US.		
Criminal Justice, Division of	Carol C. Poole Acting Director	700 Kipling Street, Suite 1000 Denver (80215)	239-4442	239-4491
Transmice author	Internet: CAROL.POOLE@CDP	S.STATE.CO.US.		
Fire Safety, Division of	Paul Cooke	700 Kipling Street, Suite 1200 Denver (80215)	239-4463	239-4405
	Internet: PAUL.COOKE@CDPS	STATE.CO.US.		
Legislative Liaison	Debbie Wagner	700 Kipling Street, Suite 3000 Denver (80215)	239-5765	239-4506 Pager: 206-310
	Internet: DEBBIE.WAGNER@C	DPS.STATE.CO.US.		
	Section Resident	Telegraph of the second	T. Leading St.	

DEPARTMENT OF REGULATORY AGENCIES

M. Michael Cook, Executive Director 1560 Broadway, Suite 1550 Denver (80202) 894-7855

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Agency	Director or Head	Location	Telephone	Fax
Banking, Division of	Richard Fulkerson, Director	1560 Broadway, Suite 1175	894-7575	894-7570
Civil Rights, Division of	Jack Lang y Marquez	1560 Broadway, Suite 1050	894-2997	894-7830
Consumer Counsel, Office of	Ken Reif	1580 Logan Street, Suite 610	894-2121	894-2117
Financial Services, Division of	David L. Paul Commissioner	1560 Broadway, Suite 1520	894-2336	894-7885
Insurance, Division of	Jack Ehnes 1560 Broadway, Suite 850 Commissioner		894-7499	894-7455
Legislative Liaison	Sue Ellen Quam	1560 Broadway, Suite 1550	894-2900 Ext. 444	894-7885
Office of Policy and Research (Sunset/Sunrise)	H. Rene Ramirez Bruce Harrelson	1560 Broadway, Suite 1550	894-2900 Ext. 200 Ext. 431	894-7885
Public Utilities Commission	Bruce Smith	1580 Logan Street, Office Level 2 (80203)	894-2000 Ext. 304	894-2065
Real Estate Commission	Michael Gorham	1900 Grant Street, Suite 600 (80203)	894-2166	894-2683
Registrations (professional and occupational licensing boards)	Bruce M. Douglas	1560 Broadway, Suite 1300	894-7709	894-7692
Securities, Division of	Fred Joseph, Acting	1580 Lincoln, Suite 420 (80203)	894-2320	861-2126
		Tra- 1808 Tra- 1805 I III		

DEPARTMENT OF REVENUE

Fred Fisher, Executive Director Vacant, Deputy Director Capitol Annex Building, Room 504 1375 Sherman Street, Denver (80261) 866-3091 Fax: 866-2400

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax 205-1342	
Gaming	George Turner	1881 Pierce Street, Suite 112 Lakewood (80214-1496)	205-1300		
Cash and Document Processing	Cheryl McHugh	Annex Building, Room 304	866-2797	866-2266	
Information Technology	Ron McNutt	Annex Building, Room 228	866-2721	866-2270	
Legislative Liaison	Becky Wetzel	Annex Building, Room 248	866-5628	866-2096	
Liquor Enforcement	David Reitz	1881 Pierce Street, Suite 108A Lakewood (80214-1496)	205-2300	205-2341	
Lottery Mark Zamarripa		201 West 8th Street, Suite 600 Pueblo (81003)	759-5206 (Denver connection)	(719) 546-520	
Motor Vehicle	Dee Hartman	1881 Pierce Street, Suite 100 Lakewood (80214-1496)	205-5949	205-5975	
Motor Vehicle Hearings	Valerie Horwitz	1881 Pierce Street, Suite 106 Lakewood (80214-1496)	205-5898	205-5700	
Motor Carrier Services	R. J. Hicks	1881 Pierce Street, Suite 118 Lakewood (80214-1496)	205-5693	205-5764	
Racing, Division of	Larry Huls	1881 Pierce Street, Suite 108 Lakewood (80214-1496)	205-2990	205-2950	
Tax Analysis	Jim Huyghebaert	Annex Building, Room 422	866-3089	866-3087	
Tax Auditing and Compliance	John Vecchiarelli	Annex Building, Room 504	866-3714	866-2265	
Tax Conferee	Becky Wetzel	Annex Building, Room 248	866-3212	866-2096	
Taxpayer Services	Elizabeth Walton, Acting	Annex Building, Room 204	866-2114	866-3211	

DEPARTMENT OF STATE

Vikki Buckley, Secretary of State 1560 Broadway, Suite 200 Denver (80202) 894-2200

(press "4" for Administration)

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Agency	Director or Head	Location	Telephone	Fax
Corporate Filings and Uniform Commercial Code (UCC)	Keith Whitelaw	1560 Broadway, Suite 200	894-2200 (press "3")	894-2242
Elections, Boards, Oaths, Facsimiles, Conflicts of Interest	Jim Candelarie	1560 Broadway, Suite 200	894-2680 (press "1")	894-7732
Legislative Liaison	Karen Jackson	1560 Broadway, Suite 200	894-2200 Ext. 302	894-2242
Licensing (including bingo, raffles, notary, professional solicitation)	Johanna Billmyer	1560 Broadway, Suite 200	894-2680 (press "2")	894-7732
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DEPARTMENT OF TRANSPORTATION

Tom Norton, Executive Director
757-9201
4201 East Arkansas Avenue, Room 262
Denver (80222)
Fax: 757-9656 Internet: *

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Aeronautics	Travis Vallin	56 Inverness Drive East Englewood (80112)	792-2160	792-2180
Chief Engineer	Bill Riesbeck/John Unbewust	4201 East Arkansas Avenue, Room 262	757-9204	757-9656
Financial Management and Budget	Heather Dugan	4201 East Arkansas Avenue, Room 235	757-9262	757-9090
Human Resources and Administration	Celina Benavidez	4201 East Arkansas Avenue, Room 262	757-9163	757-9656
Legislative Liaison	Jennifer Webster	4201 East Arkansas Avenue, Room 230	757-9703	757-9877
Policy Office	Carla Pérez	4201 East Arkansas Avenue, Room 226	757-9772	757-9877
Public Information Office	Dan Hopkins	4201 East Arkansas Avenue, Room 277	757-9469	757-9153
Transportation Commission	Dan Hopkins	4201 East Arkansas Avenue, Room 270	757-9013	757-9717
Transportation Development	Jennifer Finch	4201 East Arkansas Avenue, Room 262	757-9525	757-9656
Safety and Traffic Engineering	John Muscatell	4201 East Arkansas Avenue, Room 172	757-9271	757-9219

^{*} Internet addresses: FIRSTNAME.LASTNAME@DOT.STATE.CO.US

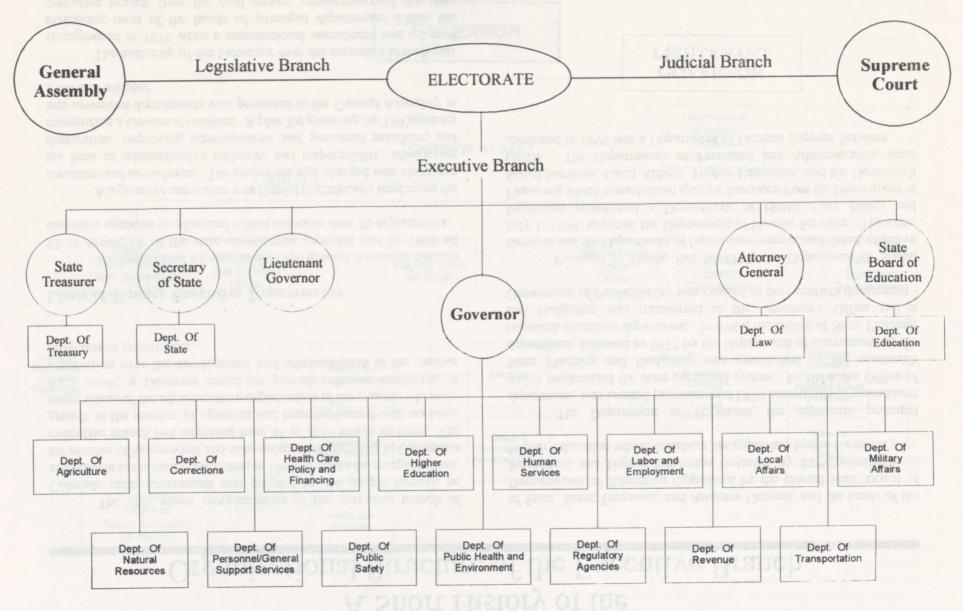
DEPARTMENT OF TREASURY

Mike Coffman, State Treasurer Ben Stein, Deputy State Treasurer State Capitol Building, Room 140 200 East Colfax Avenue Denver (80203) 866-2441 Fax: 866-2123

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Administration	Sonni Biundo	State Capitol Building, Room 140	866-2441	866-2123
Accounting Section	Joann Vondracek	State Capitol Building, Room 140	866-5649	866-2123
Cash Management Section	Doug Windes	State Capitol Building, Room 140	866-3253	866-2123
Investment Section	Helen DiBartolomeo	State Capitol Building, Room 140	866-5651	866-2123
Legislative Liaison	Ben Stein	State Capitol Building, Room 140	866-2441	866-2123
Unclaimed Property Section	Patty White	1560 Broadway, Suite 1225 (80202)	894-2443	894-2351
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STATE OF COLORADO ORGANIZATION CHART



A Short History of the Organizational Structure of the Executive Branch

The only major reorganization of the executive branch of Colorado state government was adopted by the people through an amendment to the state constitution in 1966. Prior to the reorganization, the number of independent and semi-independent agencies in Colorado's executive branch had increased from 48 in 1939 to 130 in 1966. The growth in the number of agencies had been haphazard with no long-range vision of the administrative organization of the executive branch. As a result, a Governor could not provide effective leadership or supervision over the development and administration of the various programs of government.

Limit of Twenty Executive Departments

The amendment adopted at the 1966 general election as Section 22 of Article IV of the state constitution provided that by 1968 all executive agencies be allocated within not more than 20 departments.

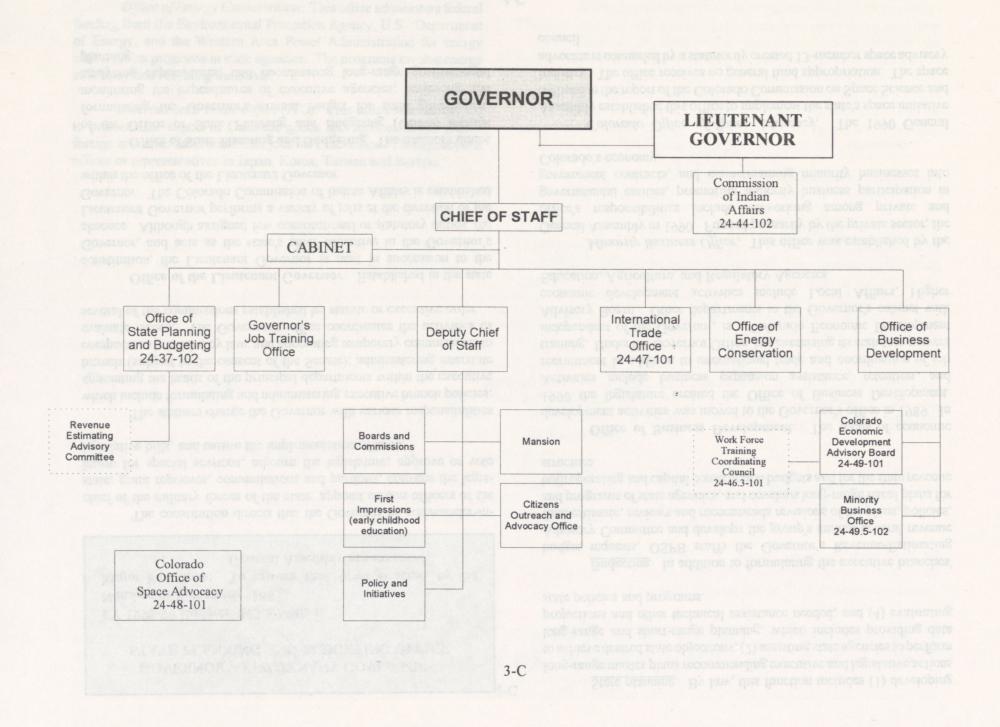
A legislative committee was formed to statutorily implement the constitutional amendment. The committee was charged with clarifying the lines of administrative authority and responsibility; eliminating duplication; improving administrative and personnel practices; and recognizing a Governor's cabinet. A plan for grouping the 130 agencies into seventeen departments was presented to the General Assembly in 1968 and adopted.

The authority of the Governor over the executive branch was strengthened in 1970 when a constitutional amendment was adopted exempting most of the heads of principal departments within the executive branch from the civil service requirements of the state constitution. However, the amendment did not change the method of selection for five department heads – three elected officials, the Secretary

of State, State Treasurer, and Attorney General, and the heads of the Departments of Education (appointed by the elected State Board of Education) and Higher Education (selected by the Commission on Higher Education whose members are appointed by the Governor).

The Department of Personnel, the eighteenth principal department, was created pursuant to a 1970 constitutional amendment which modernized the state personnel system. In 1974, the Office of State Planning and Budgeting was established as the nineteenth department, followed in 1977 by the Department of Corrections as the twentieth executive department. In 1984, the Office of State Planning and Budgeting was transferred to the Governor's Office and a Department of Public Safety was created as the twentieth department.

Pursuant to House Bill 93-1317, the Department of Social Services and the Department of Institutions were consolidated, effective July 1, 1994, to create the Department of Human Services. The same legislation established a Department of Health Care Policy and Financing which consolidated specific functions from the Department of Social Services, Local Affairs, Higher Education, and the Governor's Office. The Departments of Personnel and Administration were combined in 1995 into a Department of General Support Services.



GOVERNOR - LIEUTENANT GOVERNOR -STATE PLANNING AND BUDGETING OFFICE

FY 1998-99 Budget: \$23.5 Million

Number of Personnel: 108

Major Functions: To ensure that laws enacted by the

General Assembly are executed.

The constitution directs that the Governor be commander-inchief of the military forces of the state; appoint certain officers of the state; grant reprieves, commutations and pardons; convene the legislature for special sessions; adjourn the legislature; approve or veto legislative bills; and ensure the implementation of laws.

The statutes charge the Governor with various responsibilities which include formulating and administering executive branch policies; appointing the heads of the principal departments within the executive branch (subject to the consent of the Senate); administering interstate compacts as provided by law; and appointing temporary commissions to evaluate issues. The Governor's office coordinates the activities of several of the commissions established by statute or executive order.

Office of the Lieutenant Governor. Established in the state constitution, the Lieutenant Governor is next in succession to the Governor, and acts as the state's chief executive in the Governor's absence. Although assigned few constitutional or statutory duties, the Lieutenant Governor performs a variety of jobs at the direction of the Governor. The Colorado Commission of Indian Affairs is established within the office of the Lieutenant Governor.

Office of State Planning and Budgeting. The statutory duties of the Office of State Planning and Budgeting (OSPB) include formulating the Governor's annual budget for state government; monitoring the expenditures of executive agencies; reviewing and analyzing expenditures; and coordinating long-range governmental planning.

State planning. By law, this function includes (1) developing long-range master plans recommending executive and legislative actions to achieve desired state objections; (2) assisting state agencies to perform long-range and short-range planning, which includes providing data projections and other technical assistance needed; and (4) evaluating state policies and programs.

<u>Budgeting</u>. In addition to formulating the executive branches' budget requests, OSPB staffs the Governor's Revenue-Estimating Advisory Committee and develops the group's annual general revenue fund estimate; reviews and recommends revisions of the plans, policies, and programs of state agencies; and develops long-range fiscal plans for both operating and capital construction budgets and for the state revenue structure.

Office of Business Development. The focus of economic development activities was moved to the Governor's office in 1989. In 1990 the legislature created the Office of Business Development. Activities include business expansion assistance, retention, and recruitment in addition to international trade and coordination of job training. Under the Governor Office, but exercising its statutory powers independent of the Governor, is a Colorado Economic Development Advisory Board. Other departments in the Governor's cabinet with economic development activities include Local Affairs, Higher Education, Agriculture, and Regulatory Agencies.

Minority Business Office. This office was established by the General Assembly in 1990. Funded primarily by the private sector, the office's responsibilities include networking among private and governmental entities, promoting minority business participation in government contracts, and mainstreaming minority businesses into Colorado's economy.

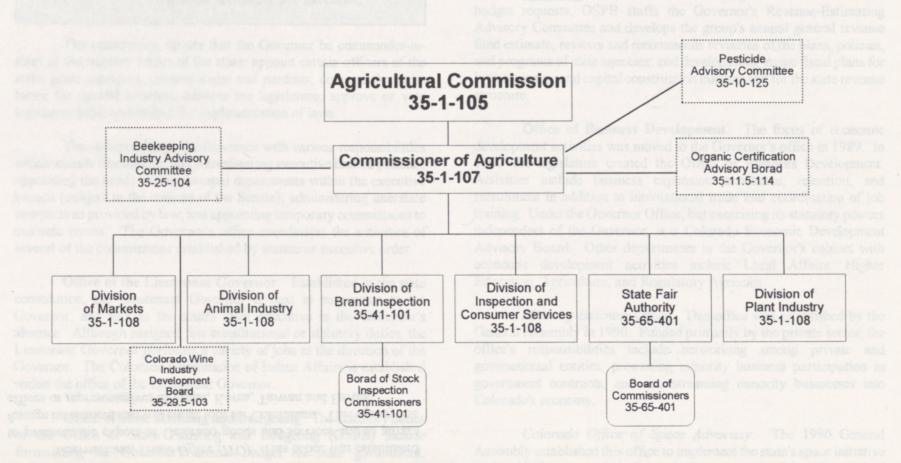
Colorado Office of Space Advocacy. The 1990 General Assembly established this office to implement the state's space initiative outlined in the report of the Colorado Commission on Space Science and Industry. The office receives no general fund appropriation. The space advocate is counseled by a statutorily created 13-member space advisory council.

Office of Energy Conservation. This office administers federal funding from the Environmental Protection Agency, U.S. Department of Energy, and the Western Area Power Administration for energy conservation programs in state agencies. The programs involve energy efficiency and recycling initiatives.

International Trade Office (ITO). This office was established to promote the export of Colorado goods and services and to attract foreign investment that will create jobs for Coloradans. This agency has offices or representatives in Japan, Korea, Taiwan and Europe.

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DEPARTMENT OF AGRICULTURE



DEPARTMENT OF AGRICULTURE

FY 1998-99 Budget: \$26.4 million Number of Personnel: 286.1

Major Functions: To regulate and promote agriculture

Agricultural Commission. The department is governed by this nine-member body which is appointed by the Governor. The commission is responsible for formulating general policy for the management of the department, adopting a departmental budget, appointing advisory committees, and approving all rules and regulations issued by the department. Direct supervision and control of the department is the responsibility of the Commissioner of Agriculture.

Commissioner's Office. The Commissioner's office is comprised of executive, administrative, and resource analysis staff. Resource analysis includes analyzing trends in land use, water, and energy as they relate to agriculture; reviewing environmental impact statements for potential effects upon agriculture, and developing and administering new agricultural programs.

State Fair Authority. In 1997, the legislature established a Colorado State Fair Authority as a division within the Department of Agriculture. A Board of Commissioners to the authority was also established.

Markets Division. This division provides assistance in establishing and developing commodity and trade associations for the promotion of Colorado agricultural products domestically and abroad. The section is also responsible for development of new and larger domestic and international markets through surveys of commodity and market needs, collection and analysis of current market activity information, and promotion through trade shows and publication of consumer-oriented information. The section also provides assistance in securing loans through the Colorado Agricultural Development Authority.

Marketing Orders Program. Marketing orders are producer-funded programs which collect funds from the point of first sale of farm commodities (except beef). The funds are used to promote the consumption of those products, to fund specialized research on production techniques and problems of that commodity, and in some cases, for inspection services in order to assure that high-quality commodities reach the marketplace. Colorado has marketing orders for eight commodities produced in the state covering apples, field corn, potatoes, dry edible beans, sweet corn, broccoli, milk, and wheat.

Inspection and Consumer Services Division. This division consists of five sections.

The *Technical Services Section* consists of five programs: Feeds, Fertilizers, Eggs, Meats, and Facility Operations. The feeds program registers and selectively samples commercial animal feeds throughout the state. The fertilizer program registers and selectively samples fertilizers, soil conditioners, and related products to determine nutrient content and to assure labeling accuracy in accordance with state laws. The fertilizer program also inspects anhydrous ammonia tanks and assists in safety training in the use of this potentially dangerous product. The egg program inspects eggs for wholesomeness at wholesale and retail levels. The meat inspection program licenses and inspects meat processors. In addition, the agency protects the public from unsanitary or fraudulent practices in custom meat processing and bulk meat sales.

The Farm Products Section is responsible for the enforcement of statutes licensing those who buy, transport, or store agricultural products produced in Colorado. The agency assures that dealers and state-licensed warehouses are bonded and adequately capitalized.

The *Laboratory Services Section* analyzes animal feeds and fertilizer product samples obtained by multiple inspectors in the division, and also analyzes pesticide samples for the Plant Industry Division.

Measurement Standards licenses all weighing and measuring devices in commercial use in Colorado and certifies persons operating public scales. The State Standards Laboratory maintains custody of

Colorado's official weight and measure standards, and the laboratory provides testing, certification, and calibration of mass, frequency, length, and volume for public and private agencies that require standards traceable to the National Institute of Standards and Technology.

The Fruit and Vegetable Inspection program is a cooperative effort by the U.S. Department of Agriculture and the Colorado Department of Agriculture to assure consumers of high quality Colorado produce. The program operates under federal standards, rules, and regulations to provide official inspection, grading, and certification of produce.

Division of Animal Industry. This division consists of the following sections.

The Animal Protection Section investigates complaints concerning animal cruelty or neglect, with an emphasis on investigation of reports concerning large animals. Investigations of complaints regarding companion animals is accomplished through coordination of volunteer commissioned officers and local law enforcement agencies.

The *Veterinary Section* is charged with minimizing the incidence of livestock disease. Emphasis is given to diseases transmissible from animals to humans and to those diseases not amenable to control by inspection, condemnation, and quarantine. The performance of these functions includes testing for and eradication of brucellosis, licensing public livestock markets and sales rings, and inspecting consigned livestock.

The Rodent Control Section provides training, services, and supplies to counties, state and federal agencies, cities, commercial enterprises, and private citizens for the control of all vertebrates that become pests.

The *Predatory Animal Control Section* administers control programs for predatory animals including coyotes, wolves, mountain lions, and bobcats. County general fund monies and voluntary livestock grower assessments are transferred to a state predatory animal fund for

execution of the program. Colorado law allows counties to assess license fees on sheep and cattle owners for county program usage.

The State/Federal Brucellosis Laboratory provides support for disease identification, control, and prevention activities. This includes issuance of quarantines. The laboratory also trains public livestock market veterinarians.

Division of Plant Industry. This division inspects and regulates nursery products, greenhouse operations, landscape contractors, seeds, pesticide products, pesticide applicators, honeybees and bee products, and is required to control insect pests, plant disease, and noxious weeds. The division has established a pool of inspectors who perform services for all sections within the division.

The *Plant and Insect Section* samples and analyzes (at wholesale and retail levels) agricultural seeds to guarantee that weed seed content is within prescribed limits and germination will occur as claimed. Beekeepers are licensed and their places of business are subject to sanitation inspection for disease detection and control. The section licenses all county weed inspectors and provides technical and advisory assistance to weed and pest control districts formed at the local level. In addition, the section operates a grasshopper control program.

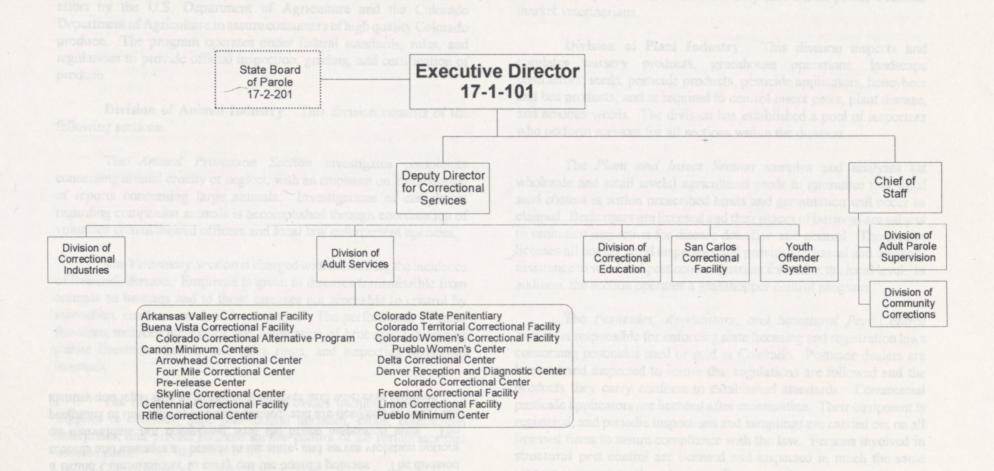
The Pesticides, Applicators, and Structural Pest Control Section is responsible for enforcing state licensing and registration laws concerning pesticides used or sold in Colorado. Pesticide dealers are licensed and inspected to insure that regulations are followed and the products they carry conform to established standards. Commercial pesticide applicators are licensed after examination. Their equipment is registered, and periodic inspections and samplings are carried out on all licensed firms to insure compliance with the law. Persons involved in structural pest control are licensed and inspected in much the same manner as commercial applicators. Private applicators are not licensed by the state.

The *Biological Pest Control Section*, commonly referred to as the Insectary, is located in Palisade, Colorado, and is concerned with development and release of beneficial insects. Increased emphasis on

biological control methods development is intended to provide an alternative to the need for chemical pesticides to control plant and insect pests.

Brand Inspection Division. This division is governed by the State Board of Stock Inspection, which is composed of five commissioners appointed by the Governor. The board in turn appoints a Brand Commissioner to carry out the board's policies. The division records and assesses all brands in the state, and serves violation notices on individuals not complying with the brand inspection laws. The programs of this agency are cash funded, and are designed to verify the identity and legal title to livestock whenever and wherever required.

DEPARTMENT OF CORRECTIONS'



^{1.} This organization chart depicts the functional structure of the department rather than the structure prescribed in the Colorado Revised Statutes

DEPARTMENT OF CORRECTIONS

FY 1998-99 Budget: \$406.3 million

Number of Personnel: 4,818

Major Functions: To protect the public by controlling

offenders sentenced to the state's adult correctional facilities and those offend-

This department is responsible for the management of the correctional institutions operated or supported by the state and of the adult parole and community correction systems.

The State Board of Parole, which comprises seven full-time state employees appointed by the Governor, has the responsibility for reviewing and ruling on applications for parole, holding hearings, and revoking parole. The board has discretion to grant or deny parole for those who committed criminal offenses before July 1, 1979, or after July 1, 1985. The board participates in the department's community placement process by recommending placement for inmates nearing parole release who are in need of transitional services prior to release.

Division of Adult Services. The department operates correctional facilities housing over 9,800 inmates. In addition to state beds the department contracts for over 2,850 non-state and county prison beds which are used to hold state prisoners. The location of the institutional facilities within these divisions and their classifications are listed to the right.

Division of Adult Parole. The division monitors offenders placed on parole by the State Board of Parole. The division is statutorily charged with making sure that parolees follow all orders of the board and do not endanger the public.

EDE	Facility	Classification
Buena Vista	Buena Vista Correctional Facility	Medium to Minimum Restricted
,	Colorado Correctional Alternative Program (Boot Camp)	Minimum Restricted
Canon City	Arrowhead Correctional Center Centennial Correctional Facility	Minimum Restricted Close
	Colorado Women's Correctional Facility Colorado Territorial Correctional Facility	Minimum to Maximum Medium
	Four-Mile Correctional Center Fremont Correctional Facility	Minimum Restricted Medium
	Pre-Release Center Skyline Correctional Center	Minimum Restricted Minimum
22.2.	Colorado State Penitentiary	Maximum/Admin Seg.
Delta	Delta Correctional Center	Minimum
Denver	Denver Reception and Diagnostic Center Denver Women's Correctional Facility	Maximum Multi Custody
Golden	Colorado Correctional Center	Minimum
Limon	Limon Correctional Facility	Close & Medium
Crowley	Arkansas Valley Correctional Facility	Medium
Pueblo	Women's Correctional Center San Carlos Correctional Facility Pueblo Minimum Center	Minimum Restricted Maximum Minimum Restricted
Sterling	Sterling Correctional Facility	Multi Custody
Rifle	Rifle Correctional Center	Minimum
Trinidad	Trinidad Correctional Facility	Multi Custody

Community Corrections Division. This division coordinates offender referral and management of approximately 1,300 inmates through the 25 contract community corrections centers located throughout the state. The state contracts with county and private correctional facilities to provide work and substance abuse treatment to offenders returning to the community.

Adult Parole Supervision Division. This division supervises approximately 2,400 parolees. It provides a rigorous parole program for high risk offenders.

Correctional Industries Division. This cash-funded division is designed to provide inmates with job training, to reduce the costs of incarceration to Colorado taxpayers, and to reduce the costs of certain products to other state agencies. The division produces, among other things, license plates, furniture, clothing, and agricultural products. It also provides products and services to state non-profit organizations at reduced costs. The division has been defined by the General Assembly as an enterprise under Article X, Section 20 of the Colorado Constitution (TABOR amendment).

Correctional Education Division. This division coordinates academic and vocational education programs as well as community integration efforts for offenders.

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DEPARTMENT OF EDUCATION 24-1-115

Advisory Committees:

Adult Literacy Commission
Title I ESEA Committee of Practioners
Title I Migrant Education Committee of Practioners
Colorado Council for Library Development
Colorado Interagency Coordinating Council
Colorado School for the Deaf and the Blind Advisory
Board

Financial Policies and Procedures Advisory Committee Principal and Administrator Professional Standards Board

Standards and Assessment Development and Implementation Council

State Advisory Committee for Gifted/Talented Student
Education

Colorado Special Education Advisory Committee State Certified Personnel Performance Evaluation Council

State Community Education Advisory Council Teacher/Special Services Professional Standards Board State Board of Education Article IX and 22-2-103

Commissioner of Education 24-1-115

State Library and Adult Education Office 24-90-104 Office of Management Budget and Planning

Office of the Deputy Commissioner

Office of Educational Services

Office of Professional Services Colorado School for the Deaf and the Blind 22-80-101

DEPARTMENT OF EDUCATION

FY 1998-99 Budget: \$2.2 billion Number of Personnel: 401

Major Functions: To provide leadership and support services to local public school districts: develop, promote, and deliver adult education and library services; distribute state and federal aid moneys to local public school districts; and to administer direct educational services at the Colorado School for the Deaf and the Blind.

State Board of Education. Section 1 of Article IX of the State Constitution provides that "the general supervision of the public schools of the state shall be vested in a board of education " The State Board's authority has not been defined to include directing or prescribing programs or curricula for public elementary and secondary education in the state. Instead, the board and the department, by statute, have been authorized to assist and provide leadership to local school districts in establishing, improving, and extending local programs. In Colorado the responsibility for providing public education below the college level is delegated to 176 independent school districts.

Office of the Deputy Commissioner. This office administers federal and state programs and services for children and youth at risk of not meeting the content standards, including the provision of preschool, comprehensive health services, and dropout prevention and remediation, migrant, and bilingual programs. The office coordinates services with other state agencies including the Department of Human Services and the Department of Health

Office of Educational Services. This office is responsible for improving the administrative capabilities and providing for the accreditation processes in all the local school districts. It is also charged with improving the effectiveness of curricula and instruction through ongoing training for teachers and administrators. This office also oversees the administration of the Special Education Services Unit.

Office of Management, Budget, and Planning. This office administers public school finance for the state and establishes statewide budgeting, reporting, and auditing standards for school districts. The unit audits the largest districts each year and the smaller districts every three years. It also administers the Colorado School for the Deaf and the Blind, transportation funding for school children, and accounting, budget, planning, and purchasing services for the department. In addition, data collection and distribution is provided, as well as Human Resources (personnel) Services and Legislative Information Services.

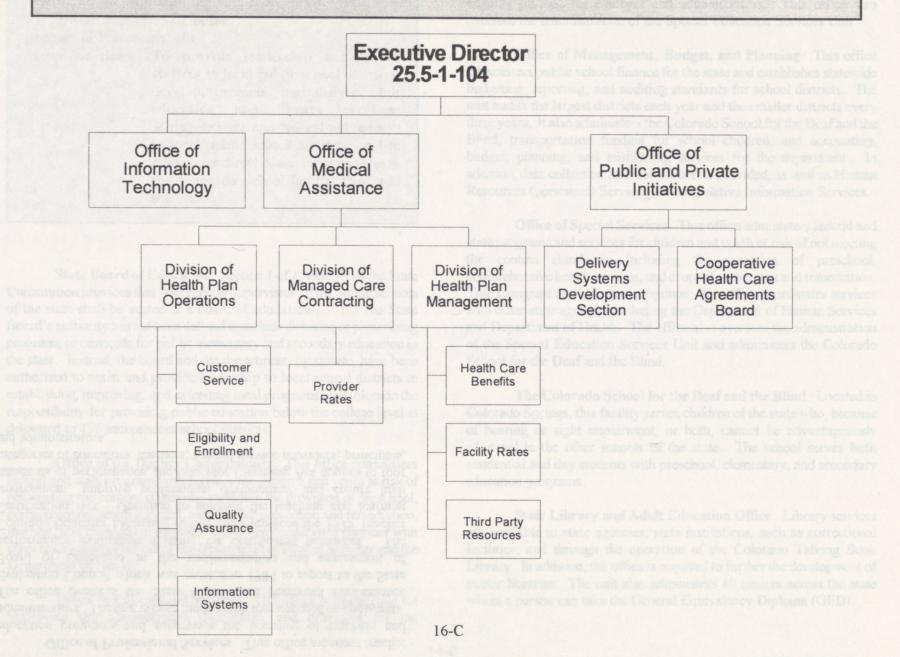
Office of Special Services. This office administers federal and state programs and services for children and youth at risk of not meeting the content standards, including the provision of preschool, comprehensive health services, and dropout prevention and remediation, Title I, migrant and bilingual programs. The office coordinates services with other state agencies including the Department of Human Services and Department of Health. The office also oversees the administration of the Special Education Services Unit and administers the Colorado School for the Deaf and the Blind

The Colorado School for the Deaf and the Blind. Located in Colorado Springs, this facility serves children of the state who, because of hearing or sight impairment, or both, cannot be advantageously educated in the other schools of the state. The school serves both residential and day students with preschool, elementary, and secondary education programs.

State Library and Adult Education Office. Library services are available to state agencies; state institutions, such as correctional facilities; and through the operation of the Colorado Talking Book Library. In addition, the office is required to further the development of public libraries. The unit also administers 40 centers across the state where a person can take the General Equivalency Diploma (GED).

Office of Professional Services. This office monitors teacher education programs and supervises the licensing of teachers and administrators. The unit is cash funded with fees imposed on applicants. The office oversees the State Certificated Personnel Performance Evaluation Council which was created in 1984 to report to the State Board of Education in the implementation and assessment of performance evaluation systems for certificated personnel. The Colorado Educator Licensing Act of 1991 replaced the 1975 Teacher Certification Act. Designed to enhance the teaching and learning environment, improve professional development and ensure high standards of performance, the Educator Licensing Act applies to four categories of educators: teachers, special service providers, principals, and administrators.

DEPARTMENT OF HEALTH CARE POLICY AND FINANCING



DEPARTMENT OF HEALTH CARE POLICY AND FINANCING

FY 1998-99 Budget: \$1.84 billion

Number of Personnel: 151

Major Functions: To develop and operate publicly

financed health care programs for lowincome Coloradans, and to develop policy options for the provision of

health care for all Coloradans.

Effective July 1, 1994 this department consolidated the functions of the Medicaid Program (Department of Social Services), the Health Data Commission (Department of Local Affairs), the Colorado Indigent Care Program (Department of Higher Education), Colorado Care (Governor's Office), and the Rocky Mountain Poison Center.

The major functions of the department are summarized below.

OFFICE OF MEDICAL ASSISTANCE

The Office of Medical Assistance is responsible for developing overall goals and objectives related to the service and delivery of Medicaid, Home Care Allowance, Adult Foster Care, Old Age Pension Health and Medical Fund, and the Indigent Care programs. These programs offer medical services to eligible recipients, including hospitalization, nursing facility care, prescription drugs and physician services to low-income elderly and disabled individuals, pregnant women, and low-income families with children. The office is responsible for resolving conflicts among the state, providers, counties, and recipients. It also ensures appropriate implementation of all federal, state, and departmental rules, regulations, and procedures. A number of citizen boards provide essential guidance and facilitate communications among program stakeholders. These boards include the Medical

Services Board, the Medicaid Medical Advisory Committee, the Medicaid Advisory Committee for Persons with Disabilities, and the Poison Control Board.

The Office of Medical Assistance is divided into the following three divisions:

Division of Health Plan Management. This division monitors programs, medical policy formation and interpretation, rule making, facility rate setting, and provider relations. It also monitors portions of Medicaid-related activities of the Professional Review Organization (Colorado Foundation for Medical Care) and the Department of Public Health and Environment. This division is comprised of the following four sections:

The Health Care Benefits Section develops, implements and communicates ambulatory, acute, and long-term care policies for the Medicaid program; defines benefits for nursing facilities, hospital, practitioner, laboratory, radiological, medical, and transportation services; and communicates program policies to other offices, providers, various publics, and the federal government through published bulletins, letters, formal and informal public forums, administrative rules, and federal state plans.

This section also administers Community Health Programs, which are responsible for assuring the provision of safe, cost-effective, and high quality alternatives to institutional care for Medicaid eligible clients who need home care services. This section includes the following programs: Home and Community Based Services for the Elderly, Blind and Disabled (HCBS-EDB), Home and Community Based Services for Persons Living with AIDS (HCBS-PLWA), Home Health (HH), and Private Duty Nursing (PDN).

This section also manages the Home Care Allowance and Adult Foster Care Programs, which provide state-funded home care services.

The Facility Rates Section develops, implements, and monitors institutional provider reimbursement rates and payment methodologies for care delivered to Medicaid-eligible residents in 196 Colorado nursing

facilities and 85 hospitals. The section manages approximately \$595M in expenditures for these programs, which represents about one half of the \$1.2B budget for Colorado Medicaid.

The section responds to provider inquiries, handles provider appeals, represents the department in rate cases and reimbursement issues, conducts informal reconsiderations of rates, resolves payment and rate processing problems, manages the independent audit contracts, and promulgates reimbursement rules and regulations through the State Medical Services Board. The Colorado Indigent Care Program and Poison Control program are also part of this section and serve at risk individuals statewide who have no insurance or other source of payment for medical care.

This section also includes the Colorado Indigent Care Program which pays partial reimbursement to providers of clinic and inpatient hospital services for care rendered to Colorado residents who are not eligible for Medicaid but whose incomes are below 185% of the poverty level.

The *Third Party Resources Section* pursues alternate payment sources to avoid or recover Medicaid payments to assure that Medicaid is the "payer of last resort". Third party cost avoidance and post-payment programs administered by this section include identifying non-Medicaid health care coverage of Medicaid clients, the Medicare Buy-In Program, the health insurance buy-in program (HIBI), tort/casualty recovery, estate recovery, income trusts, transitional plus buy-in, Disability Work Incentive Buy-in and federally required recoveries, and establishing credits of Medicaid payments made to providers when an other third party is identified as the primary payer. Third Party also administers the Ryan White Insurance Continuation Program.

Division of Health Plan Operations. This division is responsible for the management of the Medicaid Management Information System and the coordination of medical benefits. It is responsible for determining Medicaid eligibility and ensuring the payment of claims. It manages administrative operations on behalf of clients, providers, government, and outside agencies. This division is comprised of the following four sections:

The Customer Service Section responds to customer questions and complaints, develops and implements policies and procedures to enhance communication and education, collects customer information and directly assists the department's clients to access appropriate health care. It also monitors the contract for the Ombudsman for Managed Care.

The *Eligibility and Enrollment Section* facilitates and controls direct client access to Medicaid and other department health care programs. The section defines program eligibility, oversees enrollment with plans or primary care providers and makes available consumer information about how to use program benefits.

The *Quality Assurance Section* supports department-wide quality assurance and utilization management programs as well as the detection and pursuit of fraudulent and abusive use of Medicaid resources. The Quality Assurance Section performs medical record reviews, client satisfaction surveys, provider investigations, data analysis, site reviews, and prior authorization.

The *Information Systems Section* administers the Department's fiscal agent contract for health care claims processing which includes operation and development of the Medicaid Management Information System (MMIS). The section oversees the fiscal agent's performance in the following areas:

- oversees MMIS implementation of a new system as a result of over 200,000 hours of staff and contractor time;
- operation, enhancement and maintenance of the automated claims processing system;
- · provider enrollment, training and communications;
- · claims resolution and reimbursement;
- communications, coordination and problem resolution with program and financing co-operators including the Colorado Financial Reporting System (COFRS) and the Health Care Financing Administration (HCFA); and
- manages the MMIS/client eligibility interface (COIN) to assure current eligibility information is available to the provider community and to claims processing.

Division of Managed Care Contracting. The purpose of this division is to provide high quality and cost-efficient health care and to increase Medicaid client enrollment in managed care plans. The Division develops and monitors contracts for the following managed care programs:

Health Maintenance Organizations (HMOs) who are paid a fixed monthly amount to manage and deliver all necessary and covered health care services.

The *Primary Care Physician (PCP) Program* whereby Medicaid clients may select a physician, physician group, or health clinic who is then responsible for coordinating, managing and authorizing all health care services for the client and making referrals for specialty care.

The *Program of All-Inclusive Care for the Elderly* which is available to persons 65 years of age and older who require long-term care services. The program receives capitation payments from both Medicaid and Medicare and integrates community-based acute and long term care services. Care may be received at home, in an inpatient or outpatient hospital setting and, when medically necessary, in a skilled nursing facility.

The *Provider Rates Section* develops, implements and monitors reimbursement rates and methods for all acute and ambulatory services, with the exception of hospitals. Included are physician and clinic services, dentists, federally qualified health centers, health maintenance organizations and risk adjustment calculations, single entry point agencies, school-based refinancing, hospice, disproportionate share hospital payments, family medicine, major teaching, adult day services, adult foster care, home care allowance, transportation, and prescription drugs and drug rebate program, home health, Colorado Indigent Care Program, Child Basic Health Plan, Program of All-Inclusive Care for the Elderly (PACE), family planning, EPSDT, DME, lab & x-ray, rural health clinics, ambulatory surgical centers, non-physician practitioners (psychologists, nurse practitioners, etc.), eyeglasses, private duty nursing, and prosthetics.

OFFICE OF PROGRAM DEVELOPMENT

This office analyzes, develops and implements health care system innovations that improve consumer access, quality and effectiveness of health care services in collaboration with public and private sector partners. The office develops and recommends feasibility plans, as well as regulatory and statutory changes; and reviews, modifies, and authorizes plans for recommended policy changes. The office houses the Health Care Initiatives Section, the Delivery Systems Development Section, and the Children's Basic Health Plan.

The Health Care Initiatives Section focuses on three primary areas: increasing access to insurance and health care services; helping the insurance market to function more competitively by improving state and private purchasing techniques, and developing and disseminating market-wide health care data reports.

Health Care Initiatives staff are responsible for licensing, monitoring and providing technical assistance to the state's two Health Care Cooperatives: The Alliance (marketed as CHIP), and Colorado Options. Both offer small employers more economical health care coverage options and provide additional information on health plans to aid employee choice among multiple health plans.

The Health Care Initiatives Section also provides program development expertise to other HCPF programs. These projects include the competitive procurement of Medicaid HMOs and departmental communications such as the HCPF Annual Report and Reference Manual.

The *Delivery Systems Development Section* provides system development and project management to improve the effectiveness, efficiency, quality, accessibility and accountability of publicly-funded health services. The methods and system improvements developed by this section often serve as pilots for Medicaid and other public health care program innovations. This section currently administers the following projects:

- The Integrated Care and Financing Project, a planned demonstration project in Mesa County, which will provide acute and long-term care services through Rocky Mountain HMO to individuals eligible for both Medicaid and Medicare.
- The Brain Injury Program was created in July 1995 to offer an
 intensive, cost-effective, community-based care alternative to
 individuals with traumatic brain injuries who would otherwise
 remain hospitalized. The program is focused on functional
 rehabilitation with the goal of returning individuals to more
 productive, independent lifestyles in the community and
 reducing the long-term social and economic impact of such
 injuries.
- The Managed Care Safety Net Project was established to improve service delivery to children with special needs enrolled in Medicaid HMOs. The goal of this project is to create links between HMOs and community-based providers and services agencies to develop methods for assessing client needs and identifying appropriate services.
- The Essential Community Provider Grants Program is designed to increase access to care for low-income Coloradans by directly supporting the provision of health care services to the medically indigent. Grants may also be used by ECPs to implement additional cost-effective options to expand access to services.
- The Consumer-Directed Attendant Support Program is a pilot program which will provide vouchers to an estimated 150 Medicaid clients to allow them to employ, train and directly pay the personal care providers they choose for their care.
- The Home Health Aide Pilot Project, a federal waiver program, is in the development stage. The project allows specially trained home health aides to perform certain delegated nursing functions both inside and outside of the home environment. The program is intended to enhance access to community, vocational and educational environments for clients with disabilities

 The Children's Basic Health Plan is a non-Medicaid, nonentitlement subsidized health insurance program for lowincome children ages 0-18 with family incomes at or below 185% of the federal poverty level.

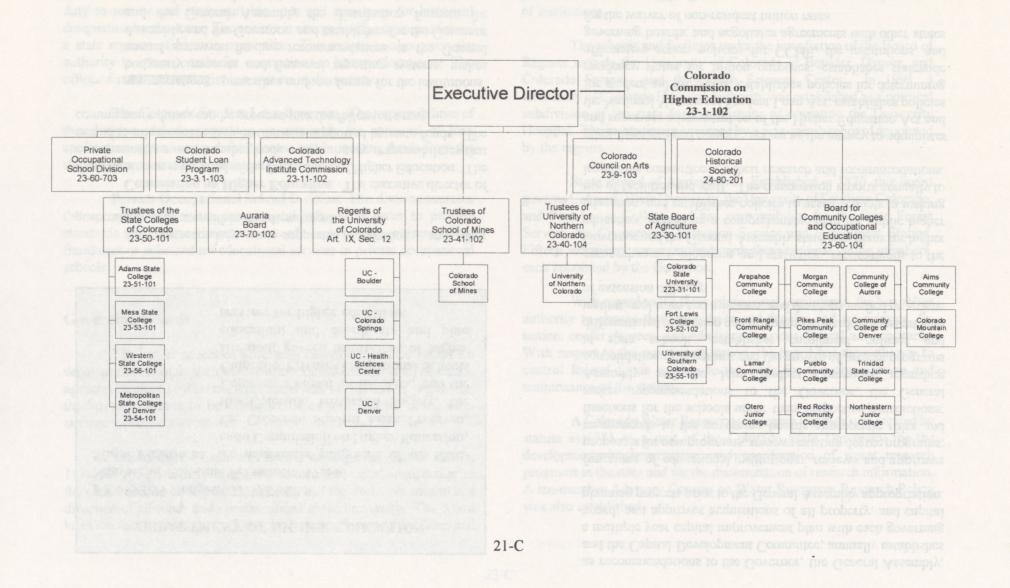
The department is responsible for implementing this program statewide using a managed care model and privatized administrative contracts for enrollment, eligibility, marketing, outreach, actuarial support, and provider payments. This office is responsible for the design and implementation of the health care benefits, a structurally sound reimbursement system, program quality assurance, contract management, implementation of all federal, state and departmental rules, regulations and procedures, and federal and state reporting and analysis on a regular and predetermined basis. A rule-making policy board provides a public forum for discussion of key policy issues, offers policy direction to the department, sets programmatic rules on a number of key areas, and reports regularly to the Joint Budget Committee of the legislature on program impact and effectiveness.

OFFICE OF INFORMATION TECHNOLOGY

This office operates the departmental local area network, and provides access to decision support and information system development. In coordination with the Department of Human Services, this office directs the development and implementation of the Colorado Benefit Management System (CBMS).

DEPARTMENT OF HIGHER EDUCATION 24-1-114

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DEPARTMENT OF HIGHER EDUCATION

FY 1998-99 Budget: \$1.392 billion Number of Full-time Personnel: 17,546

Major Functions: To administer programs of the Colo-

rado Commission on Higher Education, the Colorado Student Loan Program, the Colorado Historical Society, the Colorado Council on the Arts, and the Colorado Private Occupational Schools Division; govern institutions of higher education; and coordinate and plan services for higher education.

All postsecondary state-supported institutions and their governing boards are within this department.

Commission on Higher Education. The executive director of the commission is the head of the Department of Higher Education. The commission is a nine-member body with statutory responsibilities that extend to all postsecondary institutions supported by state funds. The commission's duties can be grouped into the following areas:

- appropriations: prescribes uniform forms for the institutions' budgetary requests and financial reporting systems; makes annual statewide funding recommendations to the General Assembly and the Governor; and establishes for the Governor and the General Assembly the distribution formula for appropriations under statutory principles.
- <u>capital construction</u>: prescribes uniform procedures, policies, and standards for the development of capital construction programs, space needs and space utilization; establishes priorities for funding construction programs and submits them

as recommendations to the Governor, the General Assembly, and the Capital Development Committee; annually establishes a multiple year capital improvement plan with each governing board; and approves acquisitions of all property, and capital planning projects prior to the General Assembly appropriation.

- functions of educational institutions: reviews and approves proposals for new programs; reviews existing degree programs; recommends to the governing boards appropriate roles and functions for the schools under their respective jurisdictions; makes recommendations to the Governor, the General Assembly, and the Joint Budget Committee regarding consolidation of programs and the growth of present programs at state schools; establishes enrollment policies and differentiated admission and program standards consistent with institutional roles and missions; and develops unified programs of extension offerings.
- comprehensive planning and statistics: recommends to the Governor and the General Assembly statewide plans for higher education; maintains a comprehensive plan for public higher education; and establishes policies to assist schools in making use of facilities and staff. The commission reports annually to legislative committees on their research and recommendations.
- other functions and powers: serves as the agency to administer
 and supervise administration of the Higher Education Act and
 the National Vocational Student Loan Act; establishes policies
 for student aid programs; establishes policies for determining
 residency status for tuition purposes; establishes statewide
 affirmative action policies for CCHE, the institutions, and
 governing boards; and negotiates agreements with other states
 for the waiver of non-resident tuition rates.

Council on Arts. The council stimulates and encourages the study, understanding, and development of the arts in Colorado. To carry out this function, the council conducts surveys of public and private institutions engaged in artistic activities, dispenses grants to individuals and organizations involved in the arts in Colorado, advises the Governor

with respect to developments in the arts and humanities, and makes recommendations regarding methods to encourage participation in the arts.

Colorado Historical Society. The society has statutory designation as an educational institution of the state. It has exclusive control over the state's historical monuments and in this capacity has the duty to survey and study suitable sites and structures for historical designation by the state. The society is charged with administration of a state register of historic properties. The society is also given the authority to issue permits for excavations in historic locations. The office of state archaeologist is a section in the society.

The Colorado Student Loan Program. The responsibilities of this division include approving or arranging for approval of loan applications; purchasing default loans; and borrowing funds from the student loan marketing association.

Private Occupational School Division. This division oversees the operation of private occupational schools in order to provide standards for, foster improvement of, and protect citizens from fraudulent or substandard educational services in private occupational schools.

Governing Boards

The higher education governing boards are located within the department to comply with the constitutional directive that all executive agencies be placed within not more than twenty departments. However, the boards continue to be administered as provided for in the state statutes and the constitution.

University of Colorado Board of Regents. Established in 1876, the powers and duties of this nine-member elected board comprise the general supervision of the university and the exclusive control and direction of all funds and appropriations to the university. The board hires the faculty and other officers at the school's several facilities and

sets their salaries. The board, by statute, sets tuition levels in accordance with the appropriation set by the General Assembly. The board also establishes courses and programs and confers degrees, imposes and collects rents or charges for the use of buildings and facilities for research purposes, and borrows funds for the construction of additional facilities. The board is also authorized to conduct a family practice medical training program in coordination with the Department of Institutions.

The schools and facilities under the jurisdiction of the Board of Regents include the University of Colorado at Boulder, Denver, and Colorado Springs; and the Health Sciences Center. In 1991, a University of Colorado Hospital Authority was established as a political subdivision of the state for the purpose of operating the University Hospital. The institution is governed by a nine-member board appointed by the regents.

State Board of Agriculture. Established in 1870, this board governs Colorado State University, the University of Southern Colorado, and Fort Lewis College and has responsibility for the State Forest Service, the Cooperative Extension Service and Experiment Station. Fifteen individuals serve on the board; there are nine voting members, each appointed by the Governor.

With regard to the three educational institutions, the board has authority to choose their presidents and faculty and set salaries, fix tuition, confer degrees, and administer various federal aid programs. With respect to the experiment station, the board has the authority to control federal funds coming to the state for the organization and maintenance of the station.

A Colorado Water Resources Research Institute was created by statute in 1981 as a unit of the Colorado State University for the development, implementation, and coordination of water research programs in the state and for the dissemination of research information. A ten-member Advisory Council on Water Resources Research Policy was also established.

Board of Trustees of the University of Northern Colorado. This nine-member governing board (established in 1973) has authority over the operation of this institution of higher education located in Greeley.

The Trustees of the State Colleges in Colorado. This eightmember board, which now includes a student, was established in 1889 as the Trustees of the State Colleges. The trustees have governing authority over Adams State College, Mesa State College, Metropolitan State College of Denver, and Western State College. This authority includes the appointing of presidents and other officials and faculties of the schools, setting tuitions, prescribing qualifications for admissions, fixing salaries, and other management functions.

Board of Trustees of the Colorado School of Mines. This eight-member body, including a student, governs for the School of Mines located in Golden.

The Board of Directors of the Auraria Higher Education Center. This board was established in 1974 to plan, initiate, manage and control the Auraria higher education complex. The three Auraria institutions are the Community College of Denver, Metropolitan State College of Denver, and the University of Colorado-Denver. The board consists of four members appointed by the Governor and one member each from the boards of the three Auraria institutions – the Board of Regents of the University of Colorado, the Trustees of the Consortium of State Colleges, and the State Board of Community Colleges and Occupational Education. The remaining member is a student.

State Board of Community Colleges and Occupational Education (SBCCOE). This eleven-member board now includes a student member and a faculty member of a college of the state system of community colleges. The authority of the board, in varying degrees, extends to the operation of schools within the state system of community and technical colleges, local junior colleges, area vocational schools, and proprietary schools. The board appoints a director of occupational education and a director of community and technical colleges. The board also serves as the state approving agency for veteran's programs and as the State Board for Vocational Education. An overview of the

board's responsibilities follows.

- Community and technical colleges are under the jurisdiction of the board, and, as such, the board exercises authority to fix tuition, appoint administrative officials, recommend curricula and capital construction budgets, prepare state plans for occupational education, make recommendations to the Commission on Higher Education and the General Assembly regarding the location and priorities for establishment of community and technical schools, and review and transmit with recommendations to the commission and the General Assembly both operating and capital budget requests.
- Local junior colleges (including Aims Community College, Northwestern Community College, and Colorado Mountain College) are subject to more limited board authority than community and technical colleges. The board reviews and makes recommendations concerning requests by the colleges for appropriations for capital construction before such requests are submitted to the Commission on Higher Education and the General Assembly. The board also allocates state grants and reviews school programs.
- Vocational schools must comply with standards established by SBCCOE. Most area vocational schools are housed in community colleges offering approved postsecondary vocational programs for credit. Some are operated by a local school district or by a board of cooperative services. The board reviews each proposal by boards of cooperative services for establishment of a vocational program and makes a binding decision. The board also establishes standards for eligibility for state assistance monies to local programs.
- Occupational education was added to the board's charge in 1986. The board is now required to maintain a comprehensive plan for the role of occupational education in support of overall state educational policy.

To implement the authority given the SBCCOE in the areas

listed above, specific responsibilities are given to administrative staffs and the following advisory councils.

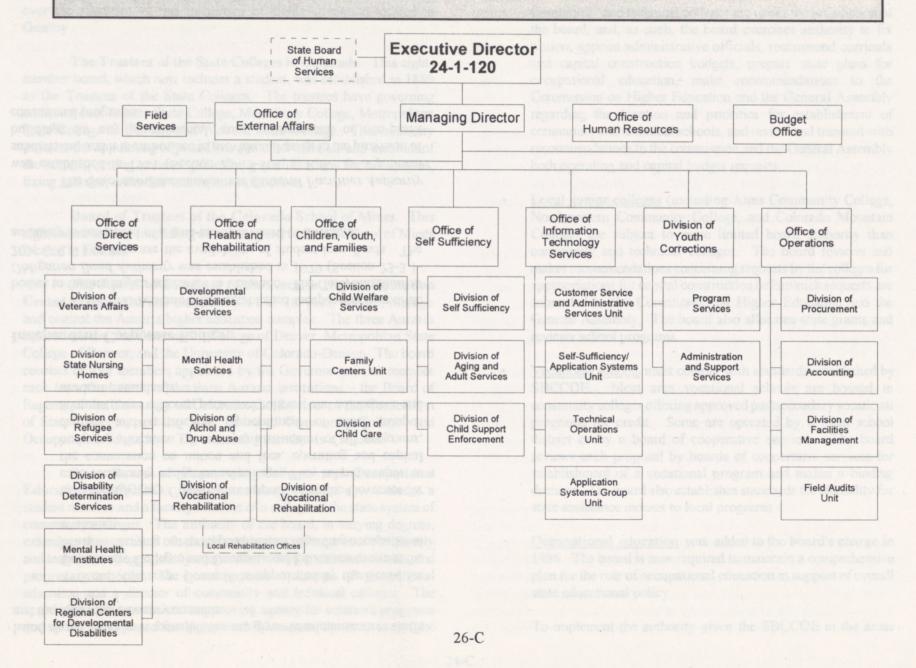
- A State Advisory Council is appointed by the Board for Community Colleges and Occupational Education to assist the board in carrying out its responsibilities regarding occupational education.
- College Advisory Councils are appointed by the Governor for each community and technical college. They submit a report to the commission on tuition and fees, operating and capital budgets, allocation of moneys; instruction of all programs; degrees and certificates; appointment of chief campus administrative officers; personnel policies; and admissions and academic standards.

Independent Corporate Bodies

The General Assembly has established independent corporate bodies to further higher education in Colorado. The *Colorado Student Obligation Bond Authority* was established in 1979 (Section 23-3.1-203, C.R.S.) to increase the availability of student loan funds. The authority is composed of a nine-member board of directors.

The Colorado Educational and Cultural Facilities Authority was established in 1981 (Section 23-15-104, C.R.S.) as a political subdivision, and it is authorized to provide and assist in the provision of buildings for any governmental, quasi-governmental or non-profit educational programs.

DEPARTMENT OF HUMAN SERVICES



DEPARTMENT OF HUMAN SERVICES

FY 1998-99 Budget: \$1.5 billion

Number of Personnel: 4,712 (does not include county personnel)

Major Functions: To deliver social services to families, children, and adults including public assistance, child welfare, programs for juvenile delinquents, services for veterans and the aging, persons with physical and developmental disabilities, and persons with mental illness,

The Colorado Department of Human Services was established on July 1, 1994 to manage, administer, oversee and deliver human services in the state. The department resulted from a merger of the former departments of Social Services, Institutions, and the Alcohol and Drug Abuse Division, which had been in the Department of Public Health and Environment

The department's mission is to help individuals and families achieve and maintain positive outcomes through quality services. The services are provided directly by state-operated facilities and programs. by county departments of social services, or through contracts with public and private human service providers located throughout the state.

In addition to managing state-funded programs, CDHS also administers and provides oversight for a variety of federally funded programs, ensuring compliance with federal mandates and maximization of federal resources.

The State Board of Human Services

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The State Board holds hearings regarding forming and revising policies of the Department and promulgates rules governing the scope and content of Colorado's public assistance programs, in accordance with the Administrative Procedure Act. Effective July 1, 1997, the Board's rulemaking responsibilities were expanded to include former advisory responsibilities concerning mental health, developmental disabilities services and alcohol and drug abuse. An additional responsibility was included with the passage of the Colorado Works Program to resolve any disagreements concerning the performance contract between the state and counties. The Board consists of nine members with statewide representation who are appointed by the governor and confirmed by the State Senate. By law, three members must be county commissioners. The Office of External Affairs provides staffing to coordinate the administrative and review process for the

Office of External Affairs/Field Services

This office serves as the focal point for the department's interaction with external constituency groups, consumers, the General Assembly, the media, and the general public. Programs within this office include:

The Legislative Liaison Office is responsible to coordinate the Department's legislative agenda and represent the Department on all state legislative matters which may impact programs administered by the Department.

The Public Information Office is responsible for coordinating all communication efforts with external entities, including the media on issues that impact the Department.

The Office of Appeals reviews initial decisions issued by administrative law judges and issues final agency action decisions on appeals brought by individual applicants or recipients of services of the Department of Human Services.

The Consumer Relations provides Colorado citizens with a single point of access for registering complaints, getting consumer information, and having questions answered about the Department of Human Services.

The Developmental Disabilities Planning Council is an advocacy and planning body to supervise the development and implementation of a comprehensive state plan for the delivery of services to persons with developmental disabililities to further their independence, productivity and integration. The 24 member Council is appointed by the Governor, confirmed by the State Senate, and is funded by the federal government.

The Juvenile Parole Board is responsible for parole decisions concerning juvenile delinquents that have been committed to the Department of Human Services. The Board grants, denies, revokes, or suspends parole, or modifies conditions of parole for youth completing placement in a Division of Youth Corrections operated or contracted program. The seven members are appointed by the Governor and confirmed by the State Senate.

The Office of Field Services serves as a resource for more than 165 local human services agencies and providers. The office assists with building cross-system relationships, problem solving and conflict resolution, and is also a resource to enhance communication and cooperation among local agencies and with the Department.

Office of Direct Services

This office is charged with the administration of services, which are delivered directly to clients by state employees. This office consolidates the shared functions associated with operating state-run

institutional and health care facilities and programs, such as staffing issues, budgeting and certification.

Regional Centers. Direct Services administers three regional centers for the developmentally disabled. The regional centers located in Wheat Ridge, Grand Junction, and Pueblo provide 24-hour residential services, as well as medical, psychiatric, therapeutic, vocational, and educational services. The facilities at Wheat Ridge and Grand Junction include on-campus residential units and satellite group homes. The population served by the Pueblo Regional Center resides in satellite group homes.

Vocational Rehabilitation Division. This division assists persons who are physically and/or mentally handicapped in developing necessary skills to obtain employment. Services are provided statewide through 29 satellite offices.

Mental Health Institutes. Direct Services administers the two state psychiatric hospitals – the Colorado Mental Health Institute at Pueblo and the Colorado Mental Health Institute at Fort Logan. The institute in Pueblo provides medical, psychiatric, and administrative support to mental health centers and clinics in 57 counties, and forensic psychiatry, drug treatment, and general hospital services to patients from all 63 counties. The institute at Fort Logan provides a variety of mental health programs to residents of the Denver Metro area and the North Central and Northeast Colorado areas.

Veterans Affairs Division. This division assists veterans and their survivors or dependents in securing the benefits to which they are entitled. The division serves as a central information source on veteran's issues; represents beneficiaries in filing claims and appeals; and trains and supervises county veteran service offices, who are the local agents for providing assistance.

State Nursing Homes Division. This division oversees five nursing homes located in Florence, Homelake, Rifle, Walsenburg and Trinidad. All of the nursing homes, except for the one located in Walsenburg, are operated directly by the state. (The Huerfano hospital

district operates the Walsenburg nursing home.) Four of the nursing homes, Florence, Homelake, Rifle and Walsenburg are veteran nursing homes, and federal law requires that at least 75 percent of the patients in these facilities must be veterans or their survivors or dependents. The nursing homes provide skilled and/or intermediate care, as well as a residential (domiciliary) program at Homelake. The residential program serves independent clients requiring limited supervision.

Refugee Services Division. This division serves as the central refugee services agency. Services provided to refugees and asylees include financial and medical assistance, education, employment, and other health and social services that help ensure that refugees settling in Colorado become self-sufficient and are effectively resettled. Services are provided statewide by direct staff, government, private contractors and county departments of social services.

Office of Health and Rehabilitation Programs

The responsibilities of this office overlap with the Office of Direct Services concerning the provision of services to the developmentally disabled, to persons in need of vocational rehabilitation, and to persons with mental illness. Under the Office of Health and Rehabilitation Programs, the divisions serving these populations are responsible for policy development, such as resource allocation and rate setting, and for oversight of service delivery in accordance with the established policies. In addition, some of the divisions are responsible for the contracting of service delivery by non-profit providers.

Developmental Disabilities Services. This unit purchases services from 20 community centered boards and 85 approved service agencies throughout the state. These programs deliver community services to persons with developmental disabilities. The services include infant stimulation, preschool, adult activities, and vocational activities. Community day program services provide both habilitative and vocational services in structured program settings. Community

residential programs provide services of varying intensity on a continuing basis.

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Vocational Rehabilitation Division. This division provides for policy development of the state's vocational rehabilitation program, including how to meet the goal of serving the most severely disabled residents. In addition, the division assists persons with disabilities in obtaining independent living and integrating into the community.

Mental Health Services. This unit provides mental health services to citizens of the state through the purchase of services from 3 specialty clinics, 17 private, non-profit community mental health centers, and 7 Mental Health Assessment Service Agencies (MHASAs). In addition, this agency is responsible for licensing and certifying mental health facilities and providers.

Alcohol and Drug Abuse Division. This division plans, develops and implements alcohol and drug abuse services in the state, including prevention, intervention, and treatment services. The division contracts for alcohol or drug treatment programs and prevention/intervention programs; establishes criteria for certification of substance abuse counselors; handles involuntary commitments into alcohol treatment programs; and, oversees the methadone treatment program.

The division licenses over 300 public and private substance abuse treatment facilities in the state and investigates complaints related to the licensed programs. The division also licenses and monitors researchers and laboratories which use controlled substances and marketers of precursors of controlled substances.

Office of Children, Youth and Families Programs

Child Welfare Services Division. This agency administers services designed to protect children and assist families to care for their children. The county departments of social services deliver these services and the division supervises the delivery. This agency also

contains two programs which are considered special purpose welfare programs: domestic abuse services and Indian services. Programs within this division include:

- Child Protection provides services to children who have been abused, neglected, or are at serious risk of harm.
- Foster Care and Family Preservation provides out-of-home care to children who are in need of protection from, or who are in conflict with their families or communities; provides in-home services to families to prevent out-of-home placement of children.
- Adoption provides adoption services for children, and subsidized adoption for special needs children. All children served in the adoption program are in the legal custody of the county.
- Interstate Compact on the Placement of Children administers requests from county departments to place children out of this state and requests from the other 49 states to place children in Colorado in the homes of relatives, or in foster care or adoptive homes.
- Independent Living assists youth in foster care who are 16 years or older to become self-sufficient.
- Domestic Abuse Assistance Program (DAAP) administers funds generated by a tax check-off system on state individual income tax returns. This staff assists in supporting direct services for victims of domestic violence and helps to maintain domestic violence programs across the state.
- Indian Services seeks to strengthen family units on Native American reservations and ease the transition for those who relocate from reservation to the Denver Metro area.

Family Center Unit. This agency assists local communities in the development of family centers to assist families to function in a healthy and productive manner. The community-based centers provide a single point of entry for families to access a wide range of programs and services, such as early childhood education programs, parenting support and education, health services, and other essential programs identified by the individual communities.

Child Care Division. This division is responsible to license and monitor child care facilities and to implement programs to improve the quality and availability of child care to persons living in Colorado. The division also oversees subsidy programs that assist low-income families to purchase child care. In addition to facilities that provide day care, the division licenses 24-hour child care facilities. These include: child placement agencies; child placement group centers and homes; day treatment centers; family foster homes; residential child care centers, secure residential treatment centers; specialized group centers and homes.

Division of Youth Corrections

When a child between the ages of ten and eighteen is adjudicated as delinquent, the juvenile court may commit the child to the Department of Human Services for placement in one of its facilities and programs. Children are usually not committed for a period exceeding two years. However, certain serious offenders (e.g., class 1 felony if committed by an adult) can be committed for up to seven years. The department is authorized to establish or contract with training schools, group care facilities and homes (including halfway houses), diagnostic and evaluation centers, and conservation camps. If the department determines that a child requires placement in a state facility for the mentally ill or developmentally disabled, the department is authorized to initiate the necessary proceedings.

After being granted parole, a juvenile offender remains under the supervision of parole officers employed by this division until parole has been successfully completed and the parole board discharges the youth. All youth must serve a minimum of one year of parole before they can be discharged.

State operated Youth Services Centers include: Adams; Gilliam; Grand Mesa; Lookout Mountain; Platte Valley; Spring Creek; Marvin

Foote; Mount View; Pueblo; and, Zebulon Pike. A new academic model center, Ridgeview Youth Services Center, is scheduled for construction on the site of the former Lowry bombing range.

Office of Self-Sufficiency Programs

This service area encompasses a variety of programs and services aimed at providing income, nutritional and housing supports to those in need. Its mission is to assist families and individuals as they transition from welfare dependency and poverty to economic opportunity and independence. Programs administered by this office include:

- Colorado Works—is a joint state/federal program designed to provide financial assistance and services to eligible families. The program provides temporary cash assistance until the family achieves self-sufficiency through employment. State and federal funds are allocated to each county, which is then responsible to design a program that best meets the needs of its citizens. Counties utilize available county resources within both social services and the community to enable participants to move from dependency on public assistance to a level of employability that ensures self-sufficiency.
- Food Assistance includes Food Stamp Employment and training programs and the Commodity Food Distribution programs. The food assistance programs provide low-income households with additional resources which can be used to help acquire food products at authorized food retailers. The commodity food distribution program provides for administration, operation and distribution of federal commodity foods to eligible recipient agencies.
- Electronic Benefit Transfers (EBT) is a major ongoing initiative in delivering public assistance cash benefits which was led from the Food Assistance Unit. EBT is a contractor-operated system using magnetic-strip debit cards to deliver cash and food stamp benefits to public assistance recipients, using ATMs and point-of-sale devices.

• Low Income Energy Assistance Program (LEAP) – financial assistance to pay utility bills and provides weatherization services for low-income individuals or families.

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Aging and Adult Services Division. The services under this division target the aging, and disabled or otherwise vulnerable adults, age 18 and older, who require some level of assistance to maintain an independent lifestyle. Programs include:

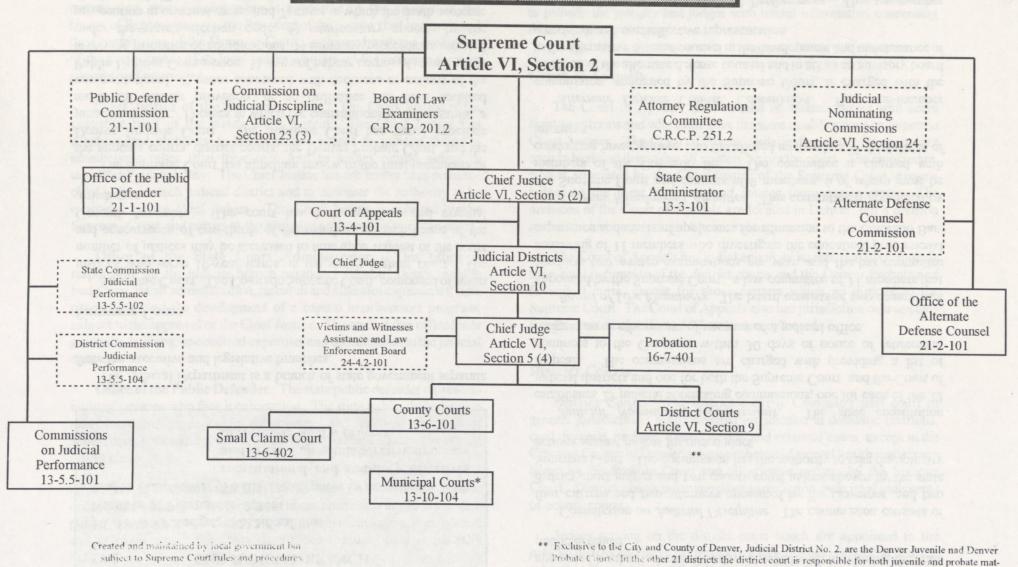
- Adult Protection services to eligible disabled adults who are 18 years or older and are at risk of abuse, neglect or exploitation.
- Aid to the Blind (AB) financial services to eligible blind individuals with little or no income and resources.
- Aid to Needy Disabled financial assistance to eligible disabled individuals with little or no income and resources.
- Burials provision of limited funding for burials of deceased recipients of public assistance if there are insufficient funds from other sources.
- Colorado Commission on Aging primary advisory and advocacy group for the coordination of services and programs for the aging.
- Supportive Housing and Homeless Programs federal residential supports for low-income persons with special needs and homeless persons.
- Old Age Pension (OAP) financial assistance to eligible individuals aged 60 or older with little or no income and resources.
- Older Coloradans Act Programs assistance to older persons to live independently in their own homes and communities for as long as possible.

• Supplemental Security Income - Colorado Supplement (SSI-CS) - supplemental financial assistance to aged, blind or disabled individuals receiving federal supplemental security income.

Division of Child Support Enforcement. This division is charged with providing services to single parents aimed at obtaining financial and medical support for children from non-custodial parents. Services include locating non-custodial parents and their assets; establishing paternity; establishing and modifying child and medical support orders; enforcing child support orders; collecting child support payments and enforcing medical support orders. Child Support Enforcement services are provided automatically to families receiving public assistance benefits. In addition, services are provided to any Colorado resident for a one-time \$20 application fee.

JUDICIAL DEPARTMENT Article VI, Section 1

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THE JUDICIAL BRANCH

FY 1998-99 Budget: \$222.6 million

Number of Personnel: 2,846

Major Functions: To litigate disputes in accordance with

constitutional and statutory directives and provide an administrative structure

to facilitate such a process.

The Judicial Department is a branch of state government separate from the executive and legislative branches.

Supreme Court

Supreme Court. The Colorado Supreme Court, composed of seven justices who serve 10-year terms, is the state's highest court. The number of justices may be increased to nine upon request of the court and concurrence of two-thirds of the members of each house of the General Assembly. The court has both appellate and original jurisdiction.

The Supreme Court has appellate review of the final judgments of the appeals courts, district courts, the Denver Probate Court, and the Denver Juvenile Court. The Supreme Court has initial appellate jurisdiction over: 1) cases in which the constitutionality of a statute, a municipal charter provision, or an ordinance has been declared unconstitutional; 2) cases concerned with decisions or actions of the Public Utilities Commission; 3) writs of habeas corpus; 4) water cases involving priorities or adjudications; 5) summary proceedings initiated under the state's election code; 6) interlocutory appeals by the prosecution in criminal cases; and 7) cases in which the death sentence was imposed. The state constitution also requires the Supreme Court to respond to questions from the Governor, the Senate, or the House of Representatives.

Public Defender Commission. This five-member commission, appointed by the Supreme Court, is charged with appointing the state public defender.

Commission on Judicial Discipline. The commission consists of four citizens and two attorneys appointed by the Governor, and two district court judges and two county court judges chosen by the state Supreme Court. The commission has the authority to take disciplinary actions against judges for misconduct.

Judicial Nominating Commissions. The state constitution establishes 23 judicial nominating commissions, one for each of the 22 judicial districts and one for both the Supreme Court and the Court of Appeals. The commissions are charged with providing a list of nominees to the Governor within 30 days of notice of retirement, resignation or other cause of vacancy of a judicial office.

Board of Law Examiners. The board consists of two committees appointed by the Supreme Court: a law committee of 11 members that conducts two written examinations per year, and the bar committee consisting of 11 members who investigate the education, professional experience and ethics of applicants for admission to the Colorado Bar.

Attorney Regulation Committee. This committee is appointed by the Supreme Court and consists of 9 members, 6 of whom must be members of the Colorado Bar. The committee is charged with conducting investigations into the alleged misconduct or disabilities of attorneys.

Alternate Defense Counsel Commission. This nine-member commission, appointed by the Supreme Court, is charged with the selection of the alternate defense counsel and to act as an advisory board to the alternative defense counsel in the development and maintenance of competent and cost-effective representation.

State Commission on Judicial Performance. This ten-member commission, whose membership is appointed by the Speaker of the House of Representatives, the President of the Senate, the Governor and the Chief Justice of the Supreme Court, is charged with [in addition to other powers and duties] the development of techniques for evaluating

district and county judges, justices of the Supreme Court, and judges of the Court of Appeals who are on the retention ballot, on relevant performance criteria.

District Commission on Judicial Performance. This ten-member commission, whose membership is appointed by the Speaker of the House of Representatives, the President of the Senate, the Governor, and the Chief Justice of the Supreme Court, is charged with the evaluation of the performance of its local judges who are up for retention through surveys and interviews.

Chief Justice of the Supreme Court. The Chief Justice is the executive head of the state's court system. The Chief Justice has constitutional authority to assign active judges to judicial duties in jurisdictions other than their own and to assign retired judges to temporary judicial duty. The Chief Justice has the power to appoint the chief judge in each judicial district and to delineate the authority to be exercised by the chief judges. The Chief Justice is selected by the Supreme Court and serves at the pleasure of the majority of the court.

Office of the State Court Administrator. This office is responsible for the judicial branch personnel system. Duties include budgeting, fiscal administration, research and statistics capabilities, data processing, and the development of a capital improvement program, subject to the approval of the Chief Justice. The staff of this office lends guidance, training, specialized expertise, and coordination to the judicial districts.

Office of the Public Defender. The state public defender represents indigent persons who face incarceration. The state public defender also may represent juveniles in delinquency and children in need of supervision proceedings and may serve as guardian ad litem in mental health cases.

Office of the Alternate Defense Counsel. The alternate defense counsel provides legal representation in circumstances in which the state public defender has a conflict of interest in providing legal representation and in cases where the court determines the defendant is partially indigent.

Commissions on Judicial Performance. These commissions are formed in the public interest, statewide and within each judicial district, to establish a system of evaluating judicial performance to provide persons voting on the retention of justices and judges with fair, responsible, and constructive information about judicial performance and to provide the justices and judges with useful information concerning their own performances.

Court of Appeals

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The Court of Appeals is composed of sixteen judges who serve eight-year terms and who must have the same qualifications as Supreme Court Justices. The Court of Appeals sits in divisions of three judges each to hear and determine all matters before the court. The chief judge, who is appointed by the Chief Justice of the Supreme Court, assigns judges to the three divisions and rotates these assignments. The divisions of the Court of Appeals are located in Denver, but a division may sit in any county seat to hear oral arguments.

The Court of Appeals has initial appellate jurisdiction over appeals from final judgments of the district courts and the Denver Probate and Juvenile Courts, except for those matters which go directly to the Supreme Court. The Court of Appeals also has jurisdiction over appeals from certain final orders of 27 state agency boards.

District Courts

District Courts. The district court is Colorado's trial court of general jurisdiction. It has original jurisdiction in domestic relations, civil, juvenile, probate, mental health, and criminal cases, except in the City and County of Denver, where probate and mental health matters are heard by the Probate Court and all juvenile matters by the Juvenile Court. District courts have appellate jurisdiction over final judgments of county courts.

Judges serving on the district court bench are appointed to the judicial district and serve in any or all of the counties within that district, subject to the approval of the chief judge of the district. Currently, 115

district judges serve in 22 judicial districts and the specialized courts in Denver. Each judicial district consists of one to seven counties. District judges serve six-year terms. Any increase or decrease in the number of district judges or any change in judicial district boundaries requires approval of two-thirds of the members of each house of the General Assembly.

Victims and Witnesses Assistance and Law Enforcement Board. This board is established in each judicial district and is authorized to enter into contracts for the provision of services for victims and witnesses of crimes.

Denver Probate Court. This court has exclusive jurisdiction within the city and county over all matters of probate and the adjudication of the mentally ill. The court has one judge, but the number may be increased by law.

Denver Juvenile Court. This court has exclusive jurisdiction over juvenile matters arising in the city and county. These include the following proceedings: delinquency, children in need of supervision, dependency and neglect, relinquishment, adoption, and paternity and support. The court has three judges, and the number may be increased by law.

Probation. An offender under probation serves a sentence in the community supervised by a probation officer, rather than in a correctional institution. If the probationer breaches the conditions imposed, the court may revoke probation and institutionalize the offender or modify the conditions of probation. The Judicial Branch administers adult and juvenile probation in all 22 judicial districts.

Courts of Limited Jurisdiction

County Courts. One hundred sixteen county court judges preside in the state's 63 county courts. Not all county court judges are required to be attorneys. They serve four-year terms. A county court has concurrent original jurisdiction with the district court in civil actions (including torts) in which the debt, damage, or the value of the personal property claimed does not exceed \$10,000 and in misdemeanor cases. It also has concurrent original jurisdiction with the district court over

misdemeanors and the issuance of warrants, conduct of preliminary hearings, and setting bail.

Small Claims Courts. These courts are a division of the county court. Parties may file civil actions in which the debt, damage, tort, injury, or value of personal property does not exceed \$5,000. Neither party may be represented by an attorney, and jury trials are not permitted.

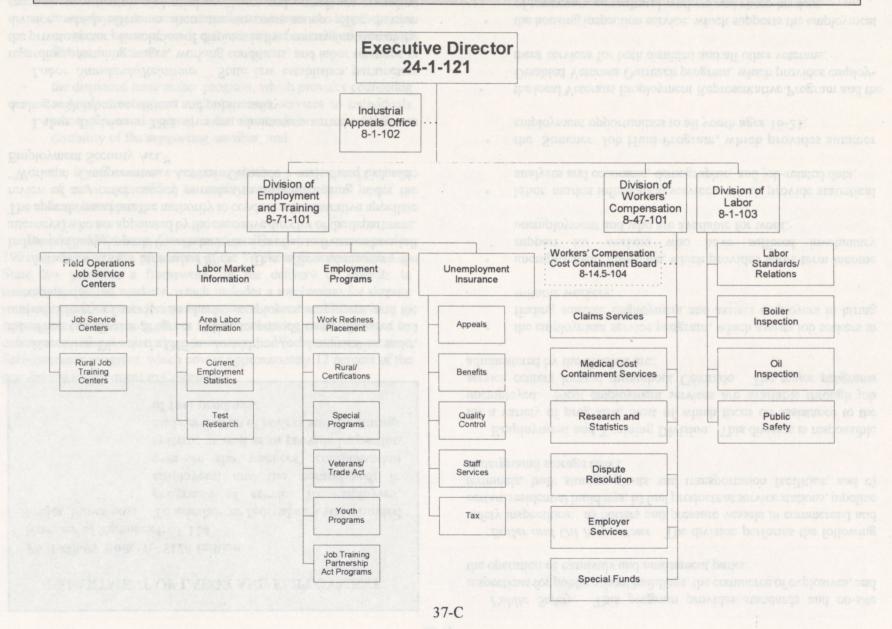
Municipal Courts. Approximately 210 courts with an estimated 240 judges serve municipalities. Municipal court jurisdiction is limited to municipal ordinance violations. Municipal courts in home rule cities are authorized by the state constitution but may also be established by governing bodies of both statutory towns and cities.

The law provides for the appointment of a presiding municipal judge and such other judges as may be needed for a fixed term of not less than two years. The law specifies that a lawyer be appointed whenever this is feasible in the opinion of the local governing body; otherwise, the municipal judge must have at least a high school education. The municipal courts are funded and administered locally.

Water Courts. The Water Right Determination and Administration Act set up seven water divisions in the state (according to the drainage patterns of the state's rivers) and established in each the position of water judge. The Supreme Court selects the water judge for each division from among the judges of the district courts within the division. Additional judges may be designated by the Supreme Court. The water judges have jurisdiction in the determination of water rights, uses and administration of water, and all other water matters within the jurisdiction.

DEPARTMENT OF LABOR AND EMPLOYMENT 24-1-121

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DEPARTMENT OF LABOR AND EMPLOYMENT

FY 1998-99 Budget: \$126 million Number of Personnel: 1,124

Major Functions: To administer federal and state funded

programs of service to employers, employees, and the unemployed; to over-see the workers' compensation system; as well as to provide inspection and regulation of boilers and the storage

of fuel products.

Executive Director's Office. In addition to administrative tasks, the office coordinates program policy to provide comprehensive and unified delivery of services to clients – employers, employees, and the unemployed.

Industrial Claim Appeals Office. This office administers the Industrial Claim Appeals Panel which consists of up to five members (all attorneys) who are appointed by the executive director of the department. The appeals panel has the authority to conduct administrative appellate review of any order entered pursuant to disputes arising under the "Workers' Compensation Act of Colorado" and the "Colorado Employment Security Act."

Labor Division. This division administers various programs dealing with labor conditions and public safety.

Labor Standards/Relations. State law establishes parameters regarding prevailing wages, working conditions, and labor relations in the private sector. Resolution of disputes is the primary function of the division, which offers an alternative to court action. The division receives, investigates, and resolves claims and complaints regarding these matters, including the conduct of union representation and union security elections and the determination of prevailing wages.

Public Safety. This program provides standards and on-site inspections for public school buildings, the commerce of explosives, and the operation of carnivals and amusement parks.

Boiler and Oil Inspections. The division performs the following safety inspections: a) boilers and pressure vessels in commercial and certain residential buildings; b) fuel products at service stations, pipeline terminals, bulk storage plants and transportation facilities; and c) underground storage tanks.

Employment and Training Division. This division is responsible for a variety of programs, most of which focus on assistance to the unemployed. Most employment services are available through job service centers located throughout Colorado. The major programs administered by the division are:

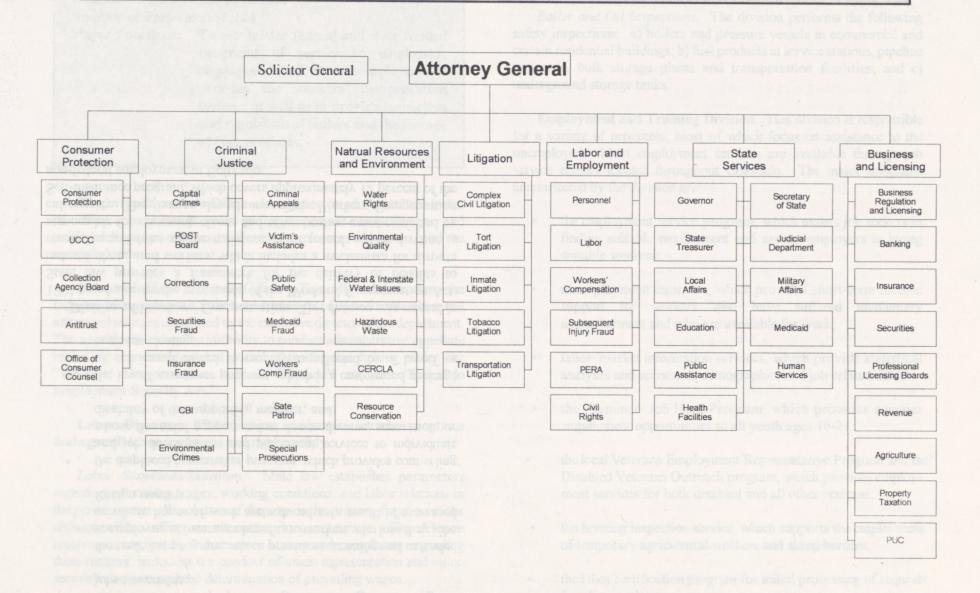
- the employment service program, which assists job seekers in finding suitable employment and assists employers in hiring suitable workers;
- unemployment insurance, which provides short-term income support for workers who have suffered involuntary unemployment and who are available for work;
- labor market information services, which provide statistical analyses and economic, demographic, and job-related data;
- the Summer Job Hunt Program, which provides summer employment opportunities to all youth ages 16-21;
- the local Veterans Employment Representative Program and the Disabled Veterans Outreach program, which provides employment services for both disabled and all other veterans;
- the housing inspection service, which supports the employment of temporary agricultural workers and sheep herders;
- the labor certification program for initial processing of requests for alien workers;

- certification for employers hiring workers eligible for targeted jobs tax credits;
- the trade act program, which provides retraining and extended unemployment insurance benefits to workers who lose their jobs or whose hours of work are reduced as a result of increased foreign imports;
- the displaced homemaker program, which provides counseling and job development and placement services to individuals whose financial support is lost due to divorce, separation, or disability of the supporting member; and
- the layoff assistance program, which is a customized package of services provided to employees affected by a layoff or business closing.

Division of Workers' Compensation. This division was created in 1991 to administer the provisions of the Workers' Compensation Act. State law provides a framework for the delivery of benefits to industrially injured workers, which includes a mechanism for dispute resolution and rules on the maintenance of records. The division is responsible for reviewing claims and administering cases contested by either party. The division also administers the Workers' Compensation Self-insurance program, which covers approximately 12 percent of the non-federal employment in Colorado.

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DEPARTMENT OF LAW



DEPARTMENT OF LAW

FY 1998-99 Budget: \$ 30.4 million

Number of Personnel: 322

Major Functions: To serve as legal counsel and advisor to

all agencies of state government including the executive and the judicial

branch.

Attorney General's Office. The executive director of the Department of Law (DOL) is the Attorney General, an elected official. All state agencies receive legal services from the Department of Law. Assistant attorneys general are appointed by the Attorney General and are not within the state personnel system.

Civil Litigation Section. This section represents the state in liability cases, pursuant to self-insurance provisions established by the legislature in 1985. This section also represents the state in inmate litigation and workers' compensation cases. The section additionally enforces the Colorado Consumer Protection Act, along with state and federal antitrust laws, and represents the state Office of Consumer Counsel and the Department of Transportation.

Criminal Enforcement Section. This section contains several law enforcement functions. The Appellate Unit represents the state in criminal cases on appeal before state appellate or federal courts. The Medicaid Fraud Control Unit investigates and prosecutes cases related to the state's Medicaid program. The Special Prosecutions Unit investigates and prosecutes criminal acts that are within the Attorney General's jurisdiction by statute, by order of the Governor or in cooperation with local district attorneys.

Regulatory Law Section. The Regulatory Law Section represents the Department of Agriculture and the various boards and commissions within the Department of Regulatory Agencies. This section also

administers and represents state consumer credit boards.

Natural Resources Section. This section represents the various boards, commissions and other agencies in the Department of Natural Resources (including the State Engineer's Office), and the Department of Public Health and Environment. The CERCLA Litigation Unit within this section prosecutes "superfund" lawsuits pursuant to the federal Comprehensive Environmental Response Compensation and Liability Act.

State Services Section. This section provides legal services to state agencies within the following departments: Higher Education, Education, Human Services, Labor and Employment, Corrections, Personnel, Military Affairs, Local Affairs, Public Safety, Revenue, and General Support Services. In addition, this section staffs and administers the Colorado Officers Standards and Training (POST) Board, represents and gives legal advice to those state agencies headed by elected state officials, and represents the Judicial Department.

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THE LEGISLATIVE BRANCH

GENERAL ASSEMBLY SENATE HOUSE Article V. Section 1

Committees of Reference House Rule 25 Senate Rule 21

Joint Budget Committee (JBC) 2-3-201

Committee on Legal Services 2-3-501

Legislative Council 2-3-301

Legislative Audit Committee 2-3-101

JBC Staff 2-3-204

Office of Legislative Legal Services 2-3-501

Office of Legislative Council 2-3-304

State Auditor Artivle V

Capital Development Committee 2-3-1302

State Capitol Advisory Committee 24-82-108

Transportation Legislation Review Committee 43-2-145

THE LEGISLATIVE BRANCH

FY 1998-99 Budget: \$26.4 million

Number of Personnel: 181

Major Functions: To establish public policy for the state

Article V of the state constitution provides that the legislative power of the state be vested in the General Assembly. The constitution further provides for the qualifications of members, election of legislative officers, and promulgation of rules governing legislative proceedings. The rules of each house detail procedures followed by each body and prescribe their organizational structures.

The Legislative Branch consists of the elected members of the General Assembly and necessary support staff. There are 100 members of the General Assembly, 35 Senators and 65 Representatives. The legislative services agency staff are full-time, non-partisan staff, while most of the staff for the House and Senate serve only when the General Assembly is in session.

There are four permanent statutory service agencies that assist the General Assembly. These agencies are the Legislative Council, the Office of Legislative Legal Services, the Joint Budget Committee, and the Office of State Auditor.

Committees of Reference. Approximately 600 bills are considered by the General Assembly during annual legislative sessions. To ensure that the merits of each bill can be evaluated, the Senate and the House of Representatives appoint committees of reference. Both the Senate and the House have ten such committees.

Committees of Reference in Both the Senate and the House of Representatives

Agriculture

Appropriations

Business Affairs and Labor

Education

Finance

Health, Environment, Welfare, and Institutions

Judiciary

Local Government

State, Veterans, and Military Affairs

Transportation

The party representation on these committees reflects the party representation of the particular legislative chamber.

Joint Budget Committee. The Joint Budget Committee (JBC) consists of six legislators, the chairmen and one majority party member and one minority party member from both the House and Senate Appropriations committees.

The JBC elects a chairman and vice chairman, one from the Senate membership and one from the House membership of the committee. The elected chairman heads the committee for the first regular session of the General Assembly and serves as vice chairman for the second regular session. The elected vice chairman serves as chairman for the second regular session of said General Assembly.

The committee analyzes the programs, management, operations and fiscal needs of all state agencies. It reviews agency budget requests and conducts budget hearings. JBC is also responsible for reviewing the recommendations of the Capital Development Committee concerning capital assets. In addition, the committee prepares appropriation bills. The annual Appropriation Report published by the committee after the

legislative session expresses legislative intent and program guidance for state agencies.

Joint Budget Committee Staff. The staff director is responsible for hiring budget analysts and clerical personnel. Analysts review the budget requests, appropriations reports, audit reports, and other pertinent information, as well as meet with agency personnel to assist the committee in the budget building process. The staff work culminates in the introduction of the Long Bill – the appropriations act for funding operations of state government.

The committee's offices are located on the third floor of the Legislative Services Building.

Committee on Legal Services. The Committee on Legal Services consists of ten members of the General Assembly: the respective chairmen of the House and Senate Committees on Judiciary; four members from the House of Representatives, two from each major political party (one member from each party is to be an attorney-at-law if an attorney is available); and four members from the Senate, two from each major political party (one member from each party is to be an attorney-at-law if an attorney is available). The members of the committee are appointed by the President of the Senate and the Speaker of the House, respectively, with the approval of the majority of the members of the body.

Office of Legislative Legal Services. The director, an attorney-atlaw, hires staff, including attorneys-at-law and technical and clerical personnel. Staff offices are located in Room 091, ground level, State Capitol Building.

<u>Drafting services</u>. The Office of Legislative Legal Services prepares the bills, resolutions, and memorials introduced in the General Assembly. Under joint rule, no bill may be introduced in either house unless first approved as to form by the office. In addition, many amendments and all conference committee reports are prepared by the office.

Under the law establishing the office, a bill draft request may be made only by a member of the General Assembly or the Governor. Prior

to introduction, all requests received by the office are held in confidence and not discussed or released outside of legislative staff without the prior permission or instruction of the member making the request, except as provided in Joint Rule 23 (e).

Review of administrative rules and regulations. Every rule adopted or amended by an executive agency is reviewed by an office attorney to determine if the rule is within the power delegated to the agency and consistent with law. If there is a possible problem with the rule, it is then reviewed by the Committee on Legal Services at a public hearing. By statute, all rules adopted or amended on or after July 1, 1979, expire on June 1 of the year following their adoption unless the General Assembly adopts a bill which postpones their expiration. Each year members of the Committee on Legal Services sponsor a bill to postpone the expiration of the rules scheduled to expire June 1 of that year; but those rules which the legislature finds to exceed the rule-making authority of the agency or to be inconsistent with law are designated to expire as scheduled on June 1. After each session of the General Assembly, the office reviews existing rules to determine if they are in conflict with laws enacted during that session.

Revising of statutes. The revisor is responsible for compiling, editing, arranging, and preparing for publication all the laws of the state of Colorado. The revisor is responsible for arranging and preparing for publication, immediately after the adjournment of each session of the General Assembly, bound volumes containing all the laws and concurrent resolutions passed at that session, and an index.

Other services. The office performs legal research for members of the General Assembly and may provide legal assistance in connection with contracts or other business done by the General Assembly. In addition, acting under the direction of the Committee on Legal Services, the office coordinates litigation involving the General Assembly.

The Legislative Council. Created in 1953, this 18-member body consists of 16 appointed legislators – eight senators and eight representatives – and the Majority Leader of the Senate and the Speaker of the House, who serve ex officio. The General Assembly approves specific studies to be conducted during the interim and directs the

Legislative Council to appoint committees to carry out the studies. The committee work on legislative study assignments is accomplished through a series of meetings or hearings held during the interim and culminates in reports which provide data in the form of facts, figures, arguments, and alternatives. The reports usually include recommendations for legislative enactment.

Office of Legislative Council. The Legislative Council staff serves as the research arm of the General Assembly. The staff is full-time and non-partisan. The main office of the Legislative Council is located in Room 029 of the State Capitol Building.

The responsibilities and functions of the staff may be grouped under six broad activities:

- staffing committees of reference;
- · responding to requests for research and constituent needs;
- · preparing fiscal notes;
- providing revenue projections;
- staffing interim and statutory committees; and
- performing other centralized support services.

Research. The staff responds to approximately 2,000 research inquiries a year. The majority of these requests come from members of the General Assembly and often the research findings are used to develop bills considered during the legislative session. In addition, the staff responds to a number of requests from citizens, research bureaus from other states, and private organizations. The office often publishes memoranda or formal reports on topics that are perceived to be of importance to the General Assembly or the public but have not been requested by a legislator or resulted from the efforts of an interim study.

The economists on staff provide revenue forecasts, General Fund overviews, and economic assumptions that are used by the General Assembly to compare with data generated by the Office of State Planning and Budgeting in the Governor's Office as the General Assembly formulates fiscal policy for the state.

The office prepares fiscal notes for all bills considered during the legislative session.

<u>Centralized legislative accounting</u>. The Legislative Council staff is charged by law with establishing a centralized legislative accounting service for the purpose of maintaining all accounting records, processing all vouchers, and preparing all related documents for the legislative department.

<u>Library</u>. A staff of two maintains a library for the use of the General Assembly, staff, and other citizens. The library contains research, reference, and governmental documents. Reports which are required by law or allowed to be filed with the General Assembly are available in the library. Library staff often assist those seeking legislative history of enactments.

<u>Printing service</u>. The print shop serves the General Assembly by preparing daily status sheets, a weekly subject index, and each version of a bill after its initial printing as well as the final act. The print shop also prints reports from the four legislative service agencies.

<u>Capitol building tour guide</u>. Starting in 1987, the office assumed the responsibility of providing tour services for visitors to the Capitol Building as well as educational programs about state government to elementary and secondary school children.

<u>Depository for information</u>. Since the General Assembly is a member of the Council of State Governments (CSG) and the National Conference of State Legislatures (NCSL), the office furnishes information, as requested, to other governmental jurisdictions. The library is also a depository for CSG and NCSL materials.

Legislative Audit Committee. The Legislative Audit Committee consists of four members from the Senate, two from each major political party, and four members from the House of Representatives, two from each major political party.

The function of the committee is to review the reports of the State Auditor relating to post audits and submit its recommendations to

the General Assembly; and order preliminary investigations, special audits, or management studies to be performed.

State Auditor. This officer is appointed by a majority vote of the members of the General Assembly to serve for a term of five years. He or she must be certified public accountant licensed in Colorado. The duties of the State Auditor are to conduct post audits of all financial transactions and accounts of all state departments, institutions and agencies of the executive branch of state government, and the judicial and legislative branches; conduct performance audits and performance reviews of state agencies selected by the Legislative Audit Committee or the General Assembly; conduct special audits of any department institution or agency upon the request of the Governor or the General Assembly; and perform preliminary investigations, special audits or management studies directed by the Legislative Audit Committee.

The Office of the State Auditor is located on the second floor of the Legislative Services Building.

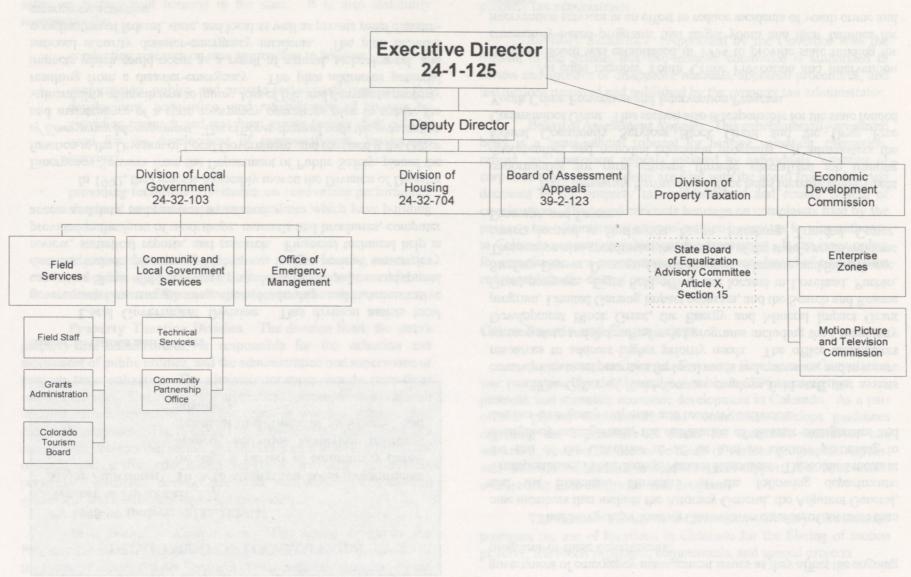
Capital Development Committee. This committee consists of six members; two major party members and one minority party member from the House of Representatives and the Senate. The committee functions year round.

The committee is directed to study capital construction and controlled maintenance requests of state agencies; hold public hearings thereon; determine the priority to be accorded the proposals; and forecast the state's capital construction requirements for the next five and ten fiscal years. The committee's recommendations are submitted to the Joint Budget Committee. Staff assistance is provided by the Office of Legislative Council, with added assistance from the Department of Administration and the Office of State Planning and Budgeting.

In 1991, the General Assembly established the *State Capitol Advisory Committee* to oversee improvements and activities in and around the building. The nine-member committee's recommendations are reviewed by the Capitol Development Committee.

Transportation Legislation Review Committee. This statutory committee reviews state laws regards state, county, and city highway systems and makes recommendations to the Governor and the General Assembly for additional legislation as it deems necessary. In addition, the 11-member committee may review any phase of the Department of Transportation's operations and require the department to adopt long range transportation plans.

DEPARTMENT OF LOCAL AFFAIRS



DEPARTMENT OF LOCAL AFFAIRS

FY 1998-99 Budget: \$122,112,047

Number of Personnel: 175

Major Functions: To help strengthen local governments

through a variety of community development activities involving training, technical and financial assistance, and

advocacy.

Major Divisions and Offices

Local Government Division. This division assists local governments in strengthening their leadership and administrative capacities. Some of the services it provides to municipalities and special districts include purchasing assistance, budget review, excess levy review, statistical reports, and research. Financial technical help is provided in the form of workshops, manuals and brochures, computer access and data, and personal assistance.

In 1992, the General Assembly moved the Division of Disaster Emergency Services from the Department of Public Safety, placed the function in the Division of Local Government, and renamed it the *Office of Emergency Management*. The office is charged with the preparation and maintenance of a state emergency operations plan to reduce the vulnerability of its citizens to injury, loss of life, and damage to property resulting from a disaster-emergency. The plan addresses potential impacts which could occur as a result of natural, technological, and national security disaster-emergency incidents. The plan includes coordination of federal, state, and local as well as private relief disaster-emergency activities.

The division is responsible for determining the needs of the state for emergency equipment; maintaining a viable statewide search and rescue operational system; and advising the various departments of state government of emergency management issues as they affect the ongoing programs of these departments.

The Emergency Planning Commission consists of not more than nine members that include the Attorney General, the Adjutant General, and the Executive Directors of the following departments: Transportation, Public Safety, Natural Resources. The council meets at the call of the Governor to advise him on matters pertaining to emergency management, the declaration of disaster-emergencies and disaster-emergency response and recovery activities.

The Office of Field Services employs field staff that assists communities to set priorities for local needs and resources, and to secure resources to address higher priority needs. The office administers various state and federally-funded programs including the Community Development Block Grant, the Energy and Mineral Impact Grant program, Limited Gaming Impact program, and the Search and Rescue Grant program. Eight field offices are located in Loveland, Pueblo, Sterling, Denver, Durango, Grand Junction, Alamosa, and Silverthorne. This section also coordinates the operation of the state's seven welcome centers located in Burlington, Fruita, Julesburg, Trinidad, Cortez, Dinosaur, and Lamar.

The Community Partnership Office helps increase employment opportunities for rural citizens through specialized job training opportunities and remedial education programs. It administers the federal Community Services Block Grant and the Drug Free Communities Grant. This section also is responsible for the state funded Youth Crime Prevention and Intervention Program.

An eight member Youth Crime Prevention and Intervention Program Board was established in 1994 to provide state funding for community-based programs that target youth and their families for intervention services in an effort to reduce incidents of youth crime and violence.

The division also develops and manages automated and manual cartographic systems and a variety of special purpose maps. The demographic section of the division provides population estimates and projections; functions as the designated State Data Center for the United

States Census; and works extensively with state and local agencies on special and on-going demographic projects.

Housing Division. This division provides support and coordination for lower-income housing projects and assures construction safety in factory-built housing in the state. It is also statutorily responsible for:

- · conducting research on new approaches to housing;
- encouraging public and private sector participation in the development, acquisition, and rehabilitation of housing by providing research and matching grants (grants shall only be used for the development of energy-efficient, low-income housing);
- providing technical assistance on renovation performance standards to counties and municipalities which have building codes; and
- administering revolving fund loans to local housing authorities and public and private nonprofit corporations to be used for the development of low- or moderate-income housing.

Property Taxation Division. The division head, the state's property tax administrator, is responsible for the valuation and assessment of public utilities, and the administration and supervision of property tax equalization. The administrator supervises the sixty-three county assessors. Three classes of properties exempted from ad valorem taxation include properties used for religious worship, schools, and charitable purposes. The division also provides four assessment and equalization services that include aid and assistance to local government officials and staffs; educational programs for local government personnel; research, development and publication of valuation guidelines; and assessment equalization studies.

State Board of Equalization. This board supervises the Property Taxation Division. Consisting of the Governor, the Speaker of the House, President of the Senate, and two members appointed by the

Governor, the board is charged with supervising the administration of all laws concerning the valuation and assessment of taxable property, levying property taxes, and equalizing property valuations among the counties. The board is authorized to examine and review the decisions of the Board of Assessment Appeals and the recommendations of the property tax administrator.

Advisory Committee. Appointed by the Governor with the consent of the Senate, this five-member committee is authorized to review and approve or disapprove manuals, appraisal procedures, and instructions prepared and published by the property tax administrator.

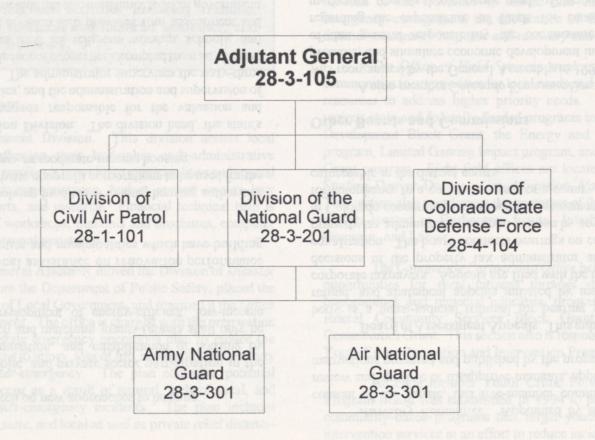
Board of Assessment Appeals. This gubernatorially-appointed body is a quasi-judicial tribunal for hearing valuation, exemption, refund, and abatement appeals initiated by individuals, counties or corporate taxpayers. Appeals are filed with the board from orders and decisions of the property tax administrator and county boards of equalization. The board conducts hearings on complaints filed by the property tax administrator or upon petition by any tax levying authority in Colorado concerning valuations for assessment. It can issue orders for compliance to a county assessor or a county board of equalization enforceable in the district courts.

Other Boards and Commissions

A nine-member *Colorado Economic Development Commission* was reorganized by the General Assembly in 1996 to encourage, promote, and stimulate economic development in Colorado. As a part of that general responsibility the commission develops guidelines regarding the expenditure of funds for economic incentives and marketing; reviews the economic needs of various geographic regions; and identifies businesses that need economic support. The commission oversees the state enterprise zone program.

The Motion Picture and Television Advisory Commission promotes the use of locations in Colorado for the filming of motion pictures, television programs, commercials, and special projects.

DEPARTMENT OF MILITARY AFFAIRS



DEPARTMENT OF MILITARY AFFAIRS

FY 1998-99 Budget: \$125 million (state and federal)

Number of Personnel: 1303

Major Functions: To augment active duty miliary and to

provide protection or preservation of

life and property.

The Governor acts as the commander-in-chief of Colorado's military forces (with the exception of those forces in the actual services of the United States military). He is empowered to use the state's military for the defense or relief of the state, the enforcement of its laws, and the protection of life and property in the state.

The Governor appoints an adjutant general to act as his military chief of staff. In addition to being the executive director of the Department of Military Affairs, the adjutant general is responsible for military encampments in the state. The department maintains more than 100 buildings at 30 locations through the state.

National Guard Division. The National Guard consists of the Army Guard and the Air Guard with a total membership of nearly 5,000. In cases of declared war or national emergency, the national guard, on order of the President can be activated to assist or augment active duty armed forces. In case of state or local disaster or emergency, the Governor may activate the National Guard to respond. All officers of the national guard have the same duties as officers of similar rank and position in the United States Army or the United States Air Force, insofar as these duties may be authorized by federal law.

Civil Air Patrol Division. This voluntary auxiliary of the United States Air Force provides air search missions for lost hunters, hikers, and downed aircraft; and transports supplies and personnel to disaster areas. The 1,700 patrol members provide aerospace education and maintain a program for teenaged cadets. The division's activities are

directed by two state employees.

Division of Colorado State Defense Force. The Colorado State Defense Force is the organized militia for the state of Colorado in time of national emergency. It has not been activated in modern memory. The defense force may be organized and maintained by the Governor at any time. The state defense force would be composed of citizens of the state who volunteer and qualify for service.

DEPARTMENT OF NATURAL RESOURCES

Executive Director 24-33-102

Soil Conservation Board 35-70-103 Board of Land Commissioners Article 9, Sections 9-10 & 36-1-101

Division of Wildlife 33-1-109 Oil and Gas Conservation Commission 34-60-104

Water Conservation Board 37-60-102 Division of Water Resources 37-80-101 Division of Minerals and Geology 34-20-103 Division of Parks and Outdoor Recreation 33-10-103

Board of Examiners of Weater Well Construction and Pump Installation Contractors
Geological Survey Advisory Committee
Ground Water Commission
Mined Land Reclamation Board
Minerals, Energy and Geology Policy Advisory Board
Natural Areas Council
Parks and Outdoor Recreation Board
State Trails Committee
Wildlife Commission
Coal Mine Board of Examiners
Water Conservation Board
Soil Conservation Board
Oil and Gas Conservation Commission
Board of Land Commissioners

Colorado Geological Survey 34-1-101

DEPARTMENT OF NATURAL RESOURCES

FY 1998-99 Budget: \$141 million Number of Personnel: 1,438

Major Functions: To develop and protect the following

resources: land, energy and minerals, water, and wildlife and outdoor

recreation.

Land Management

Board of Land Commissioners. The enabling act admitting Colorado to the Union granted the state two sections in every township to be retained as a continuing source of income for the state's schools. The board was established by Article IX of the Colorado Constitution to manage, control, and dispose of the public trust lands in the state. These lands include approximately three million surface acres and four million acres of mineral rights. The five-member board of commissioners is charged with promoting the highest and best use of state land and also obtaining reasonable and consistent income over time for eight trust funds, the largest of which is the public school trust fund. To this end, the board sells and leases land, grants rights-of-way, manages timber, and collects royalties and rents. During the last decade, approximately two-thirds of the commission's revenues have been from minerals. In 1993, the board established a multiple use policy which allows access for recreation and wildlife uses on some agriculture lands. In 1998, the board solicited nominations for up to 200,000 acres of land to be designated as part of the stewardship trust under the provisions of Amendment 16.

Soil Conservation Board. This board is composed of nine members, one appointed by the Governor and the remaining eight selected from the soil conservation districts representing the major watersheds of the state. The board is responsible for conserving agricultural land and underground water resources. In administering the

Soil Conservation Act, the board is responsible for the following: 1) supervision and coordination of the 78 local soil conservation districts throughout the state; 2) watershed planning and improvement including underground storage, flood prevention, conservation projects, and irrigation pump efficiency; and 3) addressing agricultural non-point source pollution.

Energy and Mineral Resources

Division of Minerals and Geology. In 1992, the General Assembly established this new division and transferred the functions and personnel of the divisions of mines, mined land reclamation, and the joint review process into the division. By subsequent action of the *Minerals*, *Energy and Geology Policy Advisory Board*, the Colorado Geological Survey was also incorporated into the new division. The statutory provisions for the joint review process have since expired.

Minerals, Energy and Geology Policy Advisory Board. A seventeen-member board was established to, among other duties, implement a mineral information management system and prepare an annual report on the minerals and energy industry in Colorado. The board also advises the executive director and various boards, commissions, and advisory committees in the department on governmental policy issues affecting these industries.

Mined Land Reclamation Board and the Office of Mined Land Reclamation. The board and the office enforce statutes to ensure that mining operations are conducted in an environmentally sound manner and that affected lands are available for beneficial use after mining is completed. The office's two major programs include the following: 1) the minerals program, which regulates sand and gravel, oil shale, uranium, and metal mining operations (gold, silver, molybdenum); and, 2) the coal program, which is administered by the state through federal grants and agreements with oversight from the federal Office of Surface Mining and Reclamation and Enforcement.

Office of Active and Inactive Mines. This office is composed of two programs: 1) the Mine Safety and Training Program, which is responsible for ensuring that mining work practices are safe; training miners in health and safety practices, administering first-aid and mine rescue procedures; and maintaining mining, health and accident records; and, 2) the Inactive Mine Reclamation Program, which safeguards the public and the environment from the most severe impacts and hazards of past mining operations, including major reclamation work at old sites.

<u>Coal Mine Board of Examiners</u>. This five-member board is responsible for establishing criteria for the certification of coal miners as required by federal law.

Colorado Geological Survey and Office of the State Geologist. As part of the legislation that formed the Division of Minerals and Geology, the survey became part of the new division in 1992. The survey advises government agencies on geological problems including the mitigation of geologic hazards affecting public health and safety; promotes economic mineral development; inventories and analyzes the state's mineral resources; identifies natural geologic hazards; collects geologic information; publishes reports, maps, and bulletins; reviews private development plans for county governments; evaluates school sites for school districts; studies hazardous waste sites for the Department of Health; and evaluates other proposed land uses for state and local government agencies.

The survey also administers the Colorado Avalanche Information Center, which monitors avalanche conditions, alerts the public to avalanche dangers through media announcements, and makes presentations to educate the public about avalanches.

Oil and Gas Conservation Commission. This six-member board, appointed by the Governor, regulates the oil and gas industry. Its responsibilities include securing the maximum amount of oil and gas from underground reservoirs; preventing wasteful practices in production; protecting the correlative rights of owners in a common pool and utilization of oil and gas and geothermal resources; responding to environmental problems at plugged and abandoned well sites, and protecting the public and the environment from pollution.

Water Resources

Water Conservation Board. The board is the state's primary water policy and planning agency. The activities of the board include studying and evaluating water conservation plans; assisting in the formation of organizations intending to utilize state waters; devising water utilization and flood prevention plans; formulating and preparing state and federal legislation on beneficial use of state waters; investigating plans and activities of other states and the federal government; providing engineering and financial assistance for construction and rehabilitation of water storage projects; and developing the analytical tools necessary to assist in the protection of Colorado's water interests. The board consists of fourteen members appointed by the Governor.

Water Resources Division. This division also is known as the State Engineer's Office. It is responsible for administering the distribution of the state's surface and underground water supplies in conformance with the Colorado Constitution, legislation, and court decrees under the doctrine of prior appropriation.

The division implements programs concerning dam safety; compiles and maintains records involving the occurrence of water supplies, stream diversions, decreed rights, and granting of well permits; supervises water well drilling and pump installations; and maximizes the beneficial use of all the waters of the state. The division, together with the Water Conservation Board, is also responsible for meeting interstate compact commitments on water deliveries; advising members of the executive and legislative branches on both intrastate and interstate water matters; meeting with and advising the public on water matters; and representing the state at interstate meetings regarding the state's rights to water.

Ground Water Commission. This commission is charged with determining designated ground water basins, establishing the priority of claims for designated ground water, and creating ground water management districts.

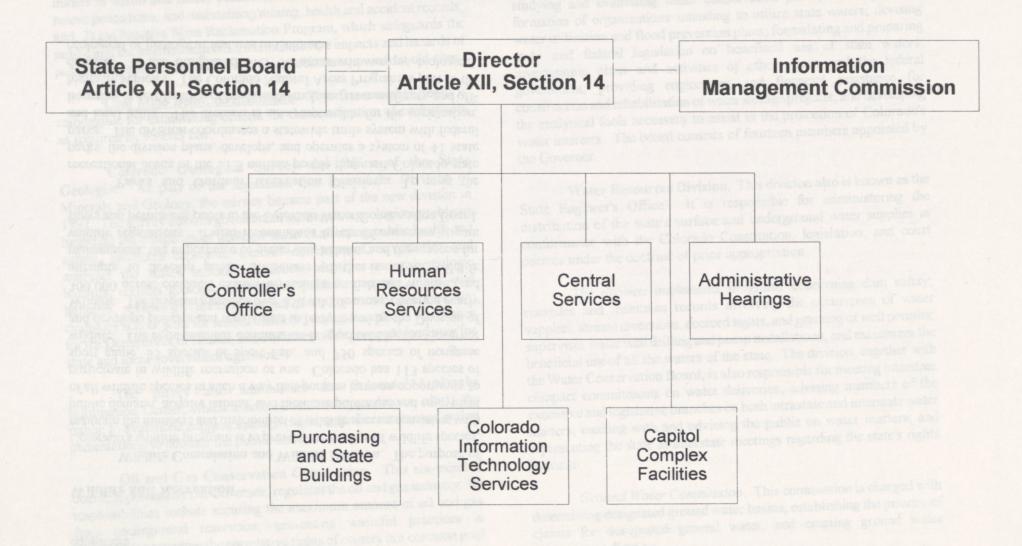
Board of Examiners of Water Well Construction and Pump Installation Contractors. This board has general authority over the construction and abandonment of wells and the installation of pumping equipment.

Wildlife and Recreation

Wildlife Commission and Wildlife Division. The purpose of Colorado's wildlife program is to prevent the decline of wildlife species, maintain the numbers and distribution of wildlife species consistent with public demand, acquire habitat, and facilitate public use and enjoyment of all wildlife species in such a way that persons have an opportunity to participate in wildlife recreation or use. Colorado has 113 species of sport game, 35 species of sport fish, and 750 species of nongame wildlife. The eight-member commission is appointed by the Governor and develops policies and regulations to be followed by the Division of Wildlife. The division manages over 250 wildlife areas, covering nearly 300,000 acres; conducts extensive research on fish and wildlife; and attempts to develop public awareness of the issues of wildlife management, the importance of preserving habitat, and the reasons for wildlife regulations. It also recommends levels of minimum stream flows and permanent pools to the Colorado Water Conservation Board.

Parks and Outdoor Recreation Division. To meet the recreational needs of the 11.3 million people that visit Colorado state parks, the division plans, develops, and operates a system of 41 state parks. The division coordinates a statewide trails system with federal and local trails. The division is also responsible for the registration, licensing or certification of boats, snowmobiles, river outfitters, and off-highway vehicles. The Colorado Natural Areas Program is part of the division. It has designated over 60 areas with unique biological, ecological or geological features in Colorado.

DEPARTMENT OF PERSONNEL / GENERAL SUPORT SERVICES



DEPARTMENT OF PERSONNEL/ GENERAL SUPPORT SERVICES

FY 1998-99 Budget: \$137 million

Number of Personnel: 632

Major Functions: To support the business needs of state

government by providing the people, resources, and information needed by state agencies to implement public policy cost-effectively and efficiently.

Administrative Hearings. This unit provides administrative law judges to impartially and independently adjudicate issues concerning the Departments of Human Services and Regulatory Agencies and workers' compensation.

Capitol Complex Facilities. This division maintains 14 stateowned buildings and associated grounds and parking facilities, including the Capitol Complex, Governor's residence, Data Center, and the Grand Junction State Services Center. It also provides real estate management services to agencies within its tenant departments and institutions.

Central Services. Services to state agencies, such as costefficient centralized printing, commercial art, mail, microfilm, fleet management, travel, and collections services (particularly those in the Denver area), are provided by the office on a cash-funded basis.

Human Resource Services. The state's personnel system, which covers most general government executive branch state employees and many non-faculty employees of higher education institutions, are managed by this division. Develops and manages major systems, such as hiring and compensation, including employee benefits, job classification, risk management, and payroll. House Bill 96-1262 charged the state Personnel director to develop a performance-based pay system for state government. Human Resource Services is leading that

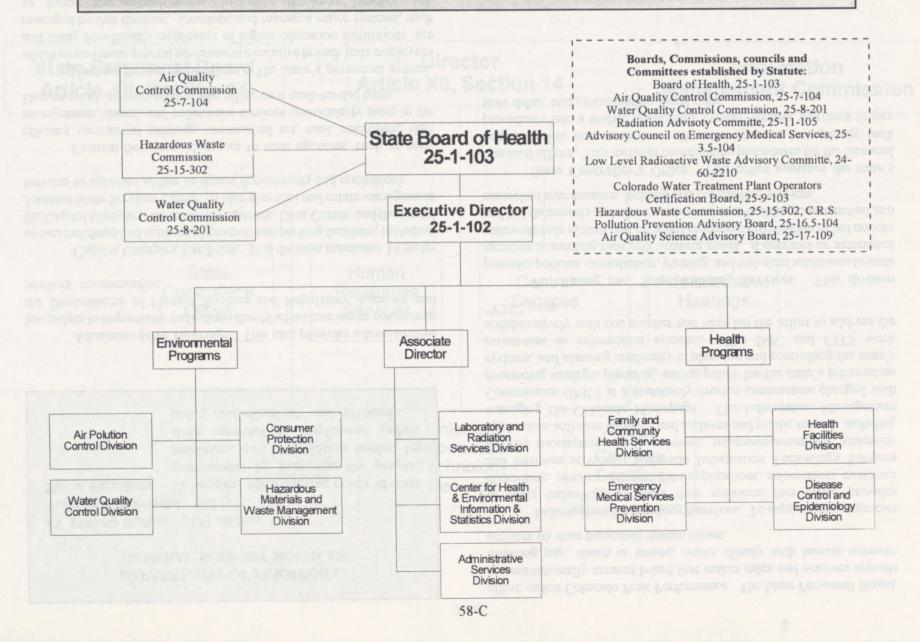
effort, called Colorado Peak Performance. The State Personnel Board, a constitutionally created board that makes rules and resolves appeals affecting pay, status or tenure, works closely with human resource services on state personnel system issues.

Information Technology Services. To support other agencies in using technology to meet their missions, this office provides computing, communications, data applications, information, customer and business services. Colorado Information Technology Services (CITS) encompasses data services, telecommunications, statewide application software support, and archives and public records including managing the Colorado Homepage. The Information Management Commission (IMC) is a statutorily created commission charged with overseeing strategic planning, setting policy for the state's information systems, and assuring continuity in planning and controlling the state's investment in information systems. The IMC and CITS work collaboratively with one another and have led the effort to address the "Y2K" issue.

Purchasing and State Building Services. This division provides policies, consultation, training, and technical assistance to state agencies in meeting their procurement needs. It operates an automated statewide bids system that provides electronic distribution of bid notices and bid documents and also coordinates state building construction and controlled maintenance, bidding and contracting services.

State Controller's Office. This office manages the state's financial affairs. This includes coordinating procedures for the financial administration and control of all state agencies, integrating such procedures into a unified accounting system, issuing warrants to pay state debts, and promulgating fiscal rules.

DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT



DEPARTMENT OF PUBLIC HEALTH AND ENVIRONMENT

FY 1998-99 Budget: \$223.2 million

Number of Personnel: 1,064

Major Functions: To administer environmental protection

activities; health and medical care regulation activities in health facilities; and provide special health services for

groups in need.

Divisions Under the Associate Director

Administration Services Division. The division includes the centralized support for the entire health department including accounting, budget, personnel and training, data services, telecommunications, print shop, purchasing, mail room and building and grounds maintenance.

Laboratory and Radiation Services Division. The division performs chemical and microbiological analyses of water, milk, food and other consumer products to ensure they are free of contamination; conducts genetic screening of newborns; tests urine and other specimens for drugs; assures that procedures and equipment used to identify drinking drivers are reliable; and conducts other analyses to support public health and environmental protection activities.

The division is responsible for the evaluation and certification of a number of laboratories and serves as a consultant and reference facility for all medical and environmental laboratories in the state. It operates branch laboratories in Grand Junction and Durango.

This division seeks to prevent risks to health from all ionizing radiation sources through regulation of radioactive materials and radiation-producing machines; surveillance and evaluation of nuclear facilities; emergency response to accidents involving radioactive

materials; stabilization of uranium mill tailings; and assessing radioactive materials exposure of individuals resulting from occupational accident or environmental contamination. A Rocky Flats program was formed in 1989 in response to safety and environmental concerns at the Jefferson Facility.

Center for Health & Environmental Information & Statistics Division. This division registers all births, deaths, marriages, and divorces. The section also tabulates, analyzes, and publishes vital statistics and other health data as well as provides statistical services to health programs.

Health Programs

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These programs assess, regulate and develop the medical care systems of the state, and programs that assist communities and individuals in preventing illness, substance abuse, injury, disability and death. Health care services also are provided for groups with special needs.

Health Facilities Division. This division licenses and certifies all health facilities under state statutes and Medicare-Medicaid certification standards when applicable, and reviews construction projects to assure their compliance with fire and safety codes. The division administers the state's certificate of public need program; assures quality of care for Medicaid patients; licenses facilities for the developmentally disabled with the assistance of the Department of Human Services; and works with the Attorney General on the enforcement of state sanitation standards in regulated facilities.

Disease Control and Epidemiology Division. This division investigates and controls the spread of infectious diseases and evaluates the occurrence of environmentally-related diseases and health risks from toxic substance exposure. The Disease Control Section includes communicable disease control, immunization programs, tuberculosis control, sexually transmitted disease control (including AIDS) and animal-born disease control programs. The Environmental Epidemiology Section manages a birth defects registry and investigates

cases of metal and carbon monoxide poisoning and worksite fractures. The staff identifies and investigates occupational asthma cases and assesses health risks at hazardous waste sites.

Family and Community Health Services Division. The following sections are in this division: Women's Health, Child Health, Migrant Health, Nutrition Services, Adolescent Health, Rural and Primary Health Care, and Community Nursing. The division is responsible for assuring availability of health care services for individuals who cannot afford care or who require highly specialized care not available in many rural areas of the state.

The division provides directly or through contractual arrangements, prenatal and maternity care, nutrition education and food supplements, specialized developmental evaluations for children, screening, and preventive care for children.

Other services include supervision and consultation to county health nurses who provide local public health services. Direct supervision is given in public health administration, fiscal management, budget preparation, program implementation, and education and training. Consultation and technical assistance is provided in preventive health care programs and in the specialty nursing programs including maternal and child health, migrant health care, developmental disabilities, and family planning.

Emergency Medical Services and Prevention Division. The division oversees the training and certification of emergency medical technicians and paramedics and assists local communities in developing and maintaining emergency medical services systems.

The division aims to improve the health of Colorado residents by decreasing premature death and disability from preventable and controllable causes of chronic disease and injury. Among the programs overseen by this division are: Colorado Action for Health People (CAHP); Community Health Education Section; Injury and Disability Prevention and Control, including Osteoporosis; the Colorado ASSIST Alliance ("Lasso Tobacco Colorado"); the Colorado Central Cancer Registry; Cancer Prevention and Control; and Diabetes Control, including Hemophilia Surveillance.

Health promotion activities are implemented at worksites, schools, health care delivery sites, and at the community level. Collaboration with private sector health care providers, local health agencies, schools, employers, nonprofit organizations, and professional associations is a part of prevention programs. Target groups include health professionals, parents, minority groups, elderly persons, rural populations, and children.

Environmental Programs

These divisions are responsible for protecting people from air and water pollution, toxic waste and radiation in the environment; protecting against contamination in food, drinking water and consumer products; and ensuring adequate sanitation in restaurants and other public facilities. A fifteen member *Pollution Prevention Advisory Board* is established within the department for the purposes of providing overall policy guidance, coordination, and advice to the department on pollution prevention activities including pollution prevention outreach, education, training, and technical assistance programs.

Air Pollution Division. This division and a nine-member Air Quality Control Commission is responsible for implementing measures to prevent, control, and reduce significant air pollution problems. The Technical Services Program operates numerous monitors throughout the state to collect data on gaseous and particulate pollutants and conducts special studies and complex computer modeling. The Stationary Sources Control Program issues permits and monitors air pollution sources other than motor vehicles, administers woodstove and fireplace programs, and regulates toxic air pollutants including asbestos. The Mobile Sources Control Section administers the AIR (Automobile Inspection and Readjustment) Program which requires annual tailpipe emissions tests of vehicles in several Front Range counties to reduce carbon monoxide and hydrocarbon levels. The section also administers the Better Air Campaign in the Denver metro area to reduce the levels of carbon monoxide in midwinter. The staff also conducts studies and programs to reduce diesel and other emissions and evaluates fuels with low emission characteristics.

Water Quality Division. This division implements, administers, and enforces water quality management and control programs in accordance with policies developed by the *Water Quality Control Commission*. The division develops stream classifications and standards and issues permits to those dischargers who must comply with the standards; performs site reviews of new or expanding domestic water treatment facilities; and performs monitoring and other enforcement activities. The division also oversees water quality management planning, manages construction grant programs, and provides technical assistance to local governments. All community drinking water systems must submit self-monitoring reports and meet State Board of Health water quality standards.

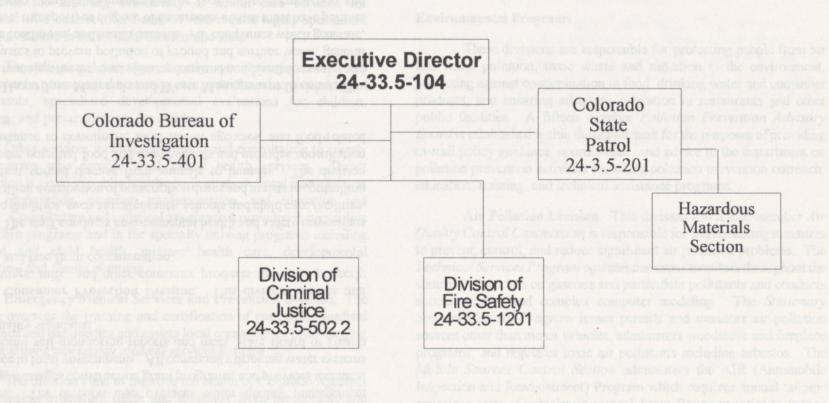
Consumer Protection Division. This division assures that foods, drugs, milk, and other consumer products are safe, properly labeled, and free from contamination.

The staff conducts environmental health and safety inspections of public facilities, such as restaurants, schools and child care facilities, controls illicit distribution of prescription drugs and assists in controlling insects that spread disease from animals to humans. The division investigates potential food and drug hazards and provides consultation and assistance to consumers, local health agencies, and food-related industries.

Hazardous Materials and Waste Management Division. This division manages the disposal of hazardous and non-hazardous solid and liquid wastes to prevent pollution of ground and surface water, general nuisance conditions, and health hazards. All companies which generate, treat, store, transport, or dispose of hazardous wastes must have permits and undergo compliance inspections or face enforcement action and penalties. The staff investigates environmental problems from leaking underground storage tanks and provides technical assistance and information related to hazardous substances incidents. The division assists in the investigation and cleanup of Superfund sites in Colorado and coordinates the state's effort to clean up large uranium mill tailings piles and many smaller contaminated areas.

A nine-member *Hazardous Waste Commission* promulgates rules pertaining to hazardous wastes to protect public health and the environment. Costs of the commission are offset by fees on generators and transporters of hazardous wastes.

DEPARTMENT OF PUBLIC SAFETY



DEPARTMENT OF PUBLIC SAFETY

FY 1998-99 Budget: \$130.2 million Number of Personnel: 1,089.7

Major Functions: To address the maintenance of public

safety by providing technical assistance on law enforcement matters to state and local governmental agencies, and to enforce state laws relating to public

safety.

The department became operational in 1984. It was created in an effort to bring public safety agencies previously housed in three executive departments together under a single administrative entity. This objective was achieved by moving into the new department the Colorado State Patrol from the Department of Highways, the Colorado Bureau of Investigation, Colorado Law Enforcement Training Academy and the Division of Criminal Justice from the Department of Local Affairs, and the Division of Disaster Emergency Services from the Department of Military Affairs. In addition, a Division of Fire Safety and the Colorado Safety Institute, new agencies, were established. In 1992, the General Assembly moved the Division of Disaster Emergency Services to the Department of Local Affairs.

Colorado Bureau of Investigation. The Colorado Bureau of Investigation (CBI) maintains a statewide criminal identification system which includes the automated processing of fingerprint cards submitted by local law enforcement agencies and state agencies. The agency is also responsible for a statewide uniform crime reporting system, and the Colorado Crime Information Center (CCIC) which provides local law enforcement agencies with a computerized program directed at locating fugitives, missing persons, and lost, stolen, or recovered property.

The bureau affords state law enforcement agencies with technical services such as the analysis of physical evidence recovered

during criminal investigations. Upon request from local police agency officials, the bureau will assist in the investigation of crime and in the enforcement of criminal laws. The CBI also assists district attorneys in preparing for the prosecution of cases in which CBI has participated; has the authority to investigate organized crime activities which transcend local jurisdictions; and is responsible for investigating other suspected criminal activity when directed by the Governor.

The bureau has offices and laboratories in Denver, Pueblo, and Montrose.

Colorado State Patrol. The Colorado State Patrol has the responsibility for enforcing all state laws relating to motor vehicles and highway safety. The patrol's duties include establishing an index of stolen and recovered vehicles; dealing with abandoned vehicles; serving warrants; making arrests; enforcing criminal law as it relates to highways; providing motorist assists; presenting safety and educational programs; providing executive and legislative security; improving motor carrier safety; stopping vehicles to examine permits for the carrying of livestock; routing of hazardous materials; and enforcing the transportation of hazardous and nuclear materials. The Colorado State Patrol was established by the Patrol Act in 1935.

Colorado State Patrol Hazardous Materials Section. This section enforces state and federal laws concerning the transportation of hazardous materials and provides emergency response services to spills and dumping of these materials. In addition, this agency administers the permitting and routing of hazardous materials within the state.

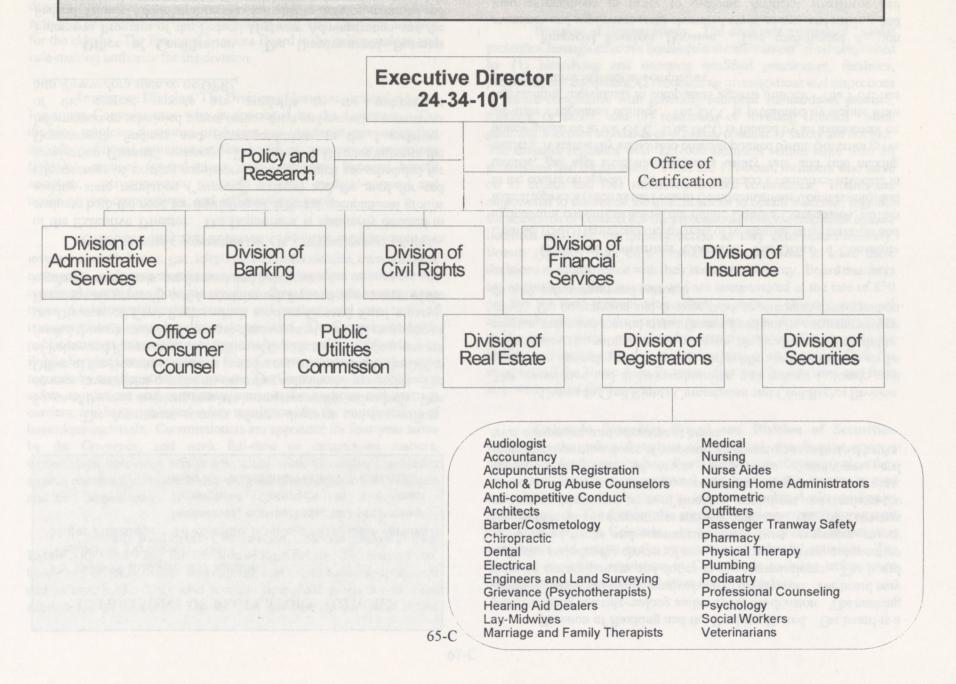
Criminal Justice Division. The division is divided into six subprograms, two partnership offices (Metro Denver Public Safety Partnership and Colorado Regional Community Policing Institute), and an administration unit. The Office of Research and Statistics is responsible for major research projects, including the state prison population projections. The Office of Community Corrections provides funding to support alternatives to prison for felony offenders. The program involves allocating funds to local boards appointed by county commissioners who subcontract with public or private agencies to provide program services at 24 community corrections programs

statewide. The Juvenile Diversion Program is an alternative, community based placement for youth in Colorado. The programs may serve youth who have been adjudicated or committed to state institutions, as well as those diverted at the filing state. The Office of Drug Control and System Improvement acts as the planning agency for the receipt and administration of federal funds from the U.S. Department of Justice, provides training, technical assistance, and coordinates activities to and with a variety of agencies in order to improve the criminal justice administration and public safety. It also provides grants to state and local criminal justice agencies that will reduce crime, drug abuse/use, violent crime and/or improve the criminal justice system. The Office of Victims Programs is committed to the physical and emotional recovery of crime victims and to the restoration of victims' confidence in the criminal justice system. It administers three federal grant programs: Victim Compensation, Victims of Crime Act (VOCA), Victim Assistance, and Stop Violence Against Women (VAWA). It also administers the State VALE (Victim Assistance and Law Enforcement Program) grant program. The Office of Juvenile Justice provides grants, training, and technical assistance to Colorado communities that are attempting to enhance the array of placement options available for accused and adjudicated juvenile offenders, and reduce the incidents of delinquency at the local level.

Fire Safety Division. This division is responsible for promoting coordination between state and local government units charged with the prevention of, protection from, and investigation of fires, and the provision of emergency medical services. In addition, the division is to serve as an information clearinghouse on fire safety and provide technical assistance to local governments concerning fire safety, including safety issues surrounding fireworks and the handling of hazardous materials.

DEPARTMENT OF REGULATORY AGENCIES

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DEPARTMENT OF REGULATORY AGENCIES

FY 1998-99 Budget: \$57 million Number of Personnel: 534.4

Major Functions: To examine, license, and regulate various

businesses, occupations, and professions throughout Colorado in the least restrictive and most effective manner.

The department consists of nine divisions and two offices. Seven of the nine divisions regulate businesses and/or individuals. One division investigates complaints regarding individuals' civil rights. The Office of the Executive Director includes two offices, namely the Office of Policy and Research and the Office of Certification. All divisions are funded through cash funds or cash funds exempt with the exception of the Division of Civil Rights which receives General Fund moneys. Divisions are generally self-funded through fees and assessments of the regulated individuals, professions and industries.

Office of Policy and Research. The office is the research arm of the Executive Director. The Department is statutorily directed to evaluate both the need for regulation of different occupational groups seeking state regulation ("sunrise" reviews) and the need for and effectiveness of existing regulatory agencies which are scheduled for termination ("sunset" reviews). The Executive Director submits the Department's findings and recommendations to the Legislature. Information on scheduled sunset review dates and executive summaries of the current reports are available on the website at http://www.dora.state.co.us/OPR/.

Office of Certification. The Disadvantaged Business Enterprise Program of the Federal Highway Administration and the Federal Transit Administration was initiated to develop minority and women participation in federally funded or assisted transportation contracts.

Division of Banking and the Banking Board. The board is a policy-making and rule-making authority for the division. The banking commissioner is the administrative head of the division. The board may delegate certain powers and duties to the commissioner. The board authority includes the charter of new banks, rule making, examination of industrial banks and commercial banks, trust companies, money transmitters, public depositories and debt adjustors. The board charters or licenses the various types of financial institutions and regulates the incorporation, organization, corporate functions, mergers, consolidations, sales of assets, liquidations, dissolutions, and reorganization procedures of corporations operating as industrial banks, trust companies, and commercial banks.

Colorado Civil Rights Commission and Civil Rights Division. The commission and division administer and enforce Colorado civil rights laws in employment, housing, and public accommodations on the basis of race, sex, national origin, ancestry, physical or mental disability, religion, color and marital status (housing and public accommodations only). The commission and division work to eliminate discrimination through enforcement and outreach.

Office of Consumer Counsel. The Office of Consumer Counsel (OCC) represents the interests of residential, small business and agricultural consumers before the Public Utilities Commission, certain federal agencies (such as the Federal Communications Commission), and in the courts on appeal. The OCC is Colorado's consumer advocate in electric, gas and telecommunications utility rate and rule making matters. A statutorily authorized board appointed by the Governor gives policy guidance to the OCC. The OCC is funded by an assessment on the state's regulated utilities. The OCC is prohibited by statute from representing individuals in complaints against utilities. The PUC has staff to resolve individual complaints.

Financial Services Division. This cash-funded division examines and supervises state-chartered credit unions and savings and loan associations in order to evaluate financial soundness and compliance with applicable laws and regulations. The division is also

authorized to approve new charters for and mergers of the financial institutions under its jurisdiction. The agency also enforces the public deposit protection law for savings and loans and oversees financial activities of life care institutions providing long-term residence and care for the elderly. The Financial Services Board is the policy-making and rule-making authority for the division.

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Insurance Division. The Division of Insurance is headed by the Insurance Commissioner who is appointed by the Governor. The division regulates insurance producers and insurance companies that include traditional insurance entities; health maintenance organizations (HMOs); preneed funeral plans; bail bondsmen; fraternal benefit societies; captive insurers; nonprofit hospital, medical-surgical and health service corporations; and self-insurance pools.

Public Utilities Commission (PUC). The commission regulates investor-owned electric, gas, telephone and water utilities, transportation companies, and some electric cooperatives. Municipal utilities are not regulated except for wholesale activities. Over the past few years, some types of telecommunications services and products and some types of transportation carriers have been deregulated. The Commission holds public hearings to consider rate requests by large public utilities such as Public Service Company and US West Communications, as well as rate requests by smaller utility companies. The Commission has established safety regulations and permit requirements for common and contract carriers, and has established safety regulations for the transportation of hazardous materials. Commissioners are appointed for four-year terms by the Governor, and work full-time on commission matters. Commission consumer affairs specialists work to resolve complaints against regulated utilities and provide general information about utilities and the Commission.

Colorado Real Estate Commission, Colorado Board of Real Estate Appraisers and the Division of Real Estate. The commission, board and division license and regulate real estate brokers, appraisers and salespersons. They also regulate time-share projects and some subdivision developers. The division administers the Real Estate

Recovery Fund, which can be used to recover sums lost because of the fraudulent or illegal actions of licensees. The division is cash-funded.

Division of Registrations. The division's mission of "public protection through effective licensure and enforcement" is accomplished by (1) identifying and licensing qualified practioners, facilities, programs, and equipment; (2) conducting investigations and inspections to ensure compliance with generally accepted standards of practice, conduct, or safety; and (3) restricting or revoking licenses when generally accepted standards of practice, conduct or safety are not met. The division regulates over 221,000 licensees within more than 30 professions and occupations. There are 177 board members who serve on 21 boards and four statutorily created committees. Boards are empowered to determine the qualifications to obtain a license, regulate the standards of conduct for the professions, review complaints against licensees and take disciplinary action as they determine necessary. Boards typically meet on a monthly basis in order to make these decisions in conformance with their statutory authority. Board members are appointed by the Governor and are compensated at the rate of \$50 per day for their services plus actual expenses. Division personnel effectively administer the licensing programs, provide information to the public and licensees, provide administrative and staff support to the boards, and manage the day to day business of the boards. With the exception of the Nurse Aide Program, fees paid by licensees and from inspections fund the division.

Colorado Securities Board and Division of Securities. Guided by the policy directives of the board, the division reviews applications for the registration of public securities offerings (unless they are exempt from the requirements) and licenses the companies and individuals engaged in business as securities broker-dealers and sales representatives. The division also regulates local government investment pool trust funds in Colorado. In addition, the division investigates complaints and assists in the prosecution of unlawful activities. The thrust of securities regulation in Colorado is to bring enforcement actions against fraudulent and other abusive conduct.

DEPARTMENT OF REVENUE

Executive Director 24-15-102 Division of Division of Division of Division of Division of **Motor Carrier** Tax Auditing and Liquor Enforcement 12-47-210 Taxpayer Services 24-35-103 Motor Vehicle Services Compliance 24-1-117 42-8-103 24-35-107 Division of Division of Division of Division of Division of Gaming 12-47.1-201 State Lottery 24-35-202 Recing Events 12-60-102 Information Cash and Document Processing Technology Colorado Limited Colorado Racing State Lottery **Gaming Control** Commission Commission Commission 12-60-102 24-35-207 12-47.1-301

DEPARTMENT OF REVENUE

FY 1998-99 Budget: \$424 million (includes \$215 million in

lottery prizes)

Number of Personnel: 1,546

Major Functions: To provide a single unified tax collec-

tion and enforcement system for the state. As a part of its responsibility, the department receives fees and assess-

ments and issues licenses and permits.

The department enforces tax laws and alcoholic beverage laws, operates the state's lottery, and administers and enforces motor vehicle laws for driver licensing, motor vehicle emissions inspection, and driver improvement. The department also assists two boards, one which licenses automobile dealers and a second which serves as an advisor to the department on medical criteria and vision standards relating to the licensing of automobile drivers.

Taxation

The department administers the following taxes, fees, and licenses:

- Income Taxes
 Corporate
 Fiduciary (estates and Trusts)
 - Individual Income
 Individual Withholding
 Partnerships
- Severance Taxes
- Cigarette and Tobacco Products Taxes
- County Local Improvement Tax

- Sales/Use Taxes
 State Sales/Use Taxes
 RTD Sales/Use Taxes
 Cultural and Scientific District
 Sales/Use Taxes
 City and County Sales Taxes
- County Lodging Tax
- Liquor Excise Taxes
- Denver Metro Major League Baseball Stadium District Sales Tax

Gasoline and Special Fuel Taxes
 Gasoline Taxes
 Special Fuel Taxes
 Colorado International Fuel Tax

Agreement Aviation Fuel Tax Environmental Response Surcharge

- Estate, Inheritance and Gift Taxes
- CFC Surcharge

Program

HITTELLILITIES

- · Mass Transit System Tax
- · Short-term Rental Tax

- PUC Fixed Utility Fees
- Trade Name Registrations
- Mineral Audit Program
- Food Service Establishment Licenses
- Colorado International Registration
- Passenger Mile Tax
- Para-Mutuel Wagering Taxes
- Waste Tire Disposal Fee

Taxpayer Service Division. This division reviews tax returns to ensure proper amounts of tax are paid, and ensures that taxes are collected and accounts kept in accordance with the law. Forms, information, and help on taxes are provided by a telephone unit and in five district offices around the state. This division provides extensive materials, classes, seminars and newsletters to inform the public and encourage voluntary compliance. This division also registers trade names for sole proprietorships and general partnerships.

Tax Auditing and Compliance Division. This division is responsible for the enforcement of the state's tax laws including auditing tax accounts and assessing unpaid taxes. The division is also responsible for collection activities such as contacting delinquent taxpayers, executing distraint warrants, seizing and selling property, and garnishing wages and other assets. The division also resolves taxpayer protests associated with delinquent billing notices. In addition, the division is responsible for conducting criminal tax investigations and referring the resultant cases to the Attorney General's office for prosecution.

Transportation

Motor Vehicles Division. This division administers the state's motor vehicle laws including driver licensing and post-licensing control, accident reporting, record maintenance, information services, voter registration, and titling and registration of motor vehicles. In addition, the division is responsible for licensing and regulating occupational driving schools, commercial drivers, motor vehicle dealers and salesmen, and emissions stations and inspection personnel. Ten of the 96 driver license offices are operated for the division by county governments. A distributed Data Processing program operates an automated system for recording motor vehicle titles and registration transactions which are performed on behalf of the department by county governments.

Motor Carrier Services. The Motor Carrier Services Division, created by House Bill 96-1114, became effective on July 1, 1996. The division was created for one purpose, the consolidation of the Colorado Department of Revenue's transportation business lines. The new division is composed of the Ports of Entry, International Registration Plan, and the Fuel Tax Sections. The division performs the following control, enforcement, collection, and inspection functions.

- enforces and collects passenger mile taxes on certain commercial vehicles that transport more than 14 passengers;
- assists in the collection of distraint warrants issued by the state for various types of taxes due by the trucking industry;
- assists the Public Utilities Commission in the enforcement of commission permits used by commercial haulers;
- assists the Department of Transportation in the enforcement and control of gross and axle weights, and size of vehicles operating on the highways;
- assists the Department of Agriculture in verification of health inspections for livestock; and

 enforces vehicle and equipment safety standards of commercial vehicles and operators.

Beginning in 1987, the division has been involved in the permitting system for the transportation of hazardous materials.

The International Registration Plan is a registration reciprocity agreement among the states of the United States and provinces of Canada providing for payment of interstate vehicle license fees and ownership taxes on the basis of fleet miles operated in various jurisdictions. The IRP section administers the provisions of this plan which includes the receipt, collection, and distribution of apportioned and prorated fees.

The Fuel Tax Section is responsible for administering Colorado's fuel tax laws by providing training and information; issuing licenses and decals; maintaining accounts; analyzing refunds; and distributing funds for both the state and international fuel programs.

The division operates 11 ports of entry throughout the state as well as 10 mobile units.

Liquor Enforcement

Liquor Enforcement Division. This division administers the state Beer Code, Liquor Code, and Special Events codes. The division's duties include licensing all manufacturers, importers, wholesalers, and retailers; investigating violations of the alcoholic beverage laws and taking enforcement actions where necessary to insure statewide uniform compliance; and educating the industry, the public, and local government concerning the requirements of the laws. In addition to its main office in Denver, the division maintains four field offices in locations throughout the state.

Lottery

Colorado Lottery Commission and State Lottery Division. This division is charged with administering the state lottery. The commission is the policy-making body with authority to promulgate rules and regulations concerning the operation of the lottery. The division is a Type I agency, designated an enterprise, for purposes of Section 20 of Article X of the State Constitution (TABOR Amendment). The division operates instant Scratch games and on-line games, including Lotto, Cash 5 and Perfecto Games. Funds generated from the Lottery are constitutionally dedicated to benefit Great Outdoors Colorado, the State Division of Parks and Outdoor Recreation and the Conservation Trust Fund, from which funds are distributed to cities, towns, counties and special districts for parks, recreation and open space purposes. The division is headquartered in Pueblo and has a total of four offices located throughout the state.

Gambling

Colorado Limited Gaming Control Commission. The commission consists of five members who are appointed by the Governor and confirmed by the Senate. The commission is statutorily charged with promulgating all the rules and regulations concerning limited stakes gaming in Colorado. The commission also has final authority over all gaming licenses issued in the state.

Gaming Division. In November 1990, Colorado voters approved a constitutional amendment allowing limited stakes gaming in the three mountain towns of Cripple Creek, Central City, and Black Hawk. This division is responsible for the regulation of limited stakes gaming in the state. Duties include investigating applicants for limited gaming licenses and monitoring license holders for wrong-doing, such as hidden ownership interests and organized crime involvement. All division investigators have the powers of peace officers.

Colorado Racing Commission and Racing Events Division. This commission and division are responsible for licensing, regulating, and supervising all race meets with pari-mutuel wagering in which

horses or greyhounds participate. This duty includes licensing of individuals involved in races; licensing of race tracks; allocating race days among race tracks; testing animals for drugs; and supervising wagering, including off-track betting. All division investigators have the power of peace officers.

Information Technology Division

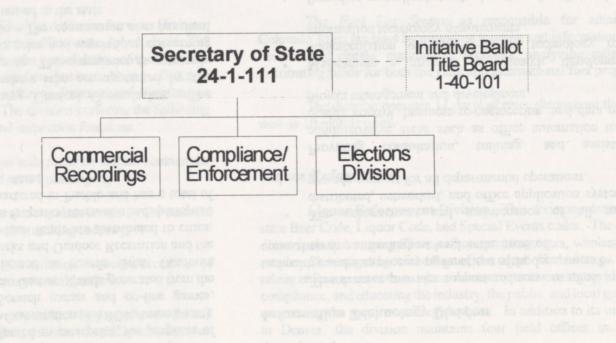
This division provides support and services of all information technology and data processing functions of the department by providing optimal service at the highest level in the areas of:

- The enhancement and maintenance of all mainframe, distributed, networked, and office application systems which provide support for all departmental operations.
- Providing consultation, training, and assistance in administrative areas such as office automation techniques, quality control, business re-engineering, and data processing project management and development.
- Maintaining a program of research, development and implementation of state-of-the-art technology related to information technology requirements.
- Providing centralized standards setting for all divisions within the department.

Cash and Document Processing Division

The primary function of the division is to maintain an organization for the processing of cash and documents entering or leaving the department. The Cash Processing Section prepares documents and checks to meet the system requirements prior to data capture, and deposits checks. The Document Processing Section is charged with the mission of data capture, error resolution, document processing, and forms management.

DEPARTMENT OF STATE



DEPARTMENT OF STATE

FY 1998-99 Budget: \$9.6 million

Number of Personnel: 89

Major Functions: To accept business filings and approve

business incorporations; perform licensing functions; administer election activities; and serve as a depository for records including those of public

The office of the Secretary of State, which is entirely cashfunded, is established in Section 1, Article IV of the State Constitution. Major departmental functions include supervision and administration of the Colorado Corporations Code, the Colorado Election Code, the voter registration law, the Fair Campaign Practices Act, the sunshine law, the Uniform Commercial Code, the bingo and raffles law, the Uniform Limited Partnership Act, limited liability companies, and commissioning of notaries public. In addition, the department serves as the depository for many official records and documents of state government.

Initiative Ballot Title Board. This board sets the titles of the initiatives as they will appear on the ballot. This three-member board is composed of the Director of the Office of Legislative Legal Services, the Attorney General, and the Secretary of State, who is the chairman.

Corporations Division. This division receives, verifies, and maintains records of articles of incorporation, amendments, dissolutions, reinstatements, mergers, consolidations, trade names, and trade marks. Corporate report forms are sent to corporations for remittance of the biennial fee to the state. The division also receives filings from the state's non-profit corporations.

Uniform Commercial Code Division. Under state law the Department of State is designated as the central filing agency for secured transactions under terms of the Uniform Commercial Code. This

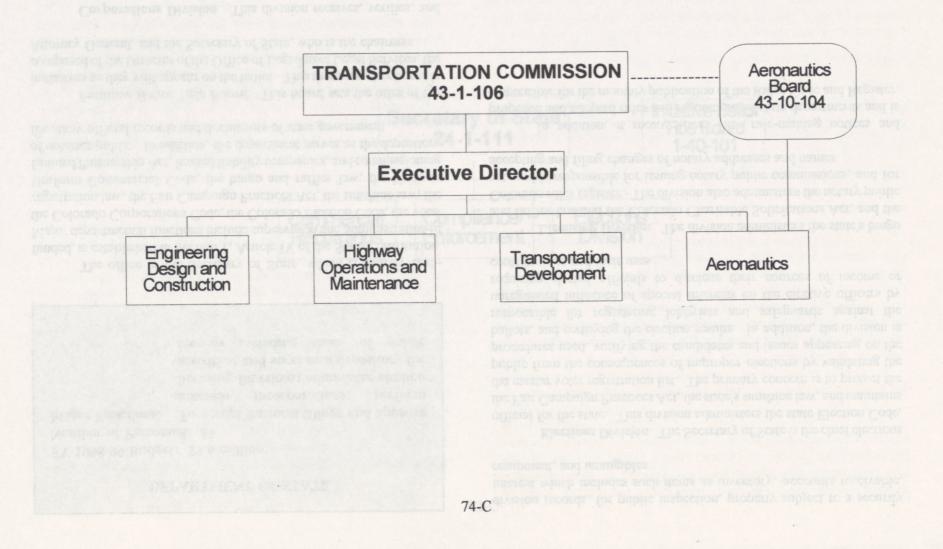
division records, for public inspection, property subject to a security interest which includes such items as inventory, accounts receivable, equipment, and intangibles.

Elections Division. The Secretary of State is the chief elections official for the state. This division administers the state Election Code, the Fair Campaign Practices Act, the state's sunshine law, and maintains the master voter registration list. The primary concern is to protect the public from the consequences of improper elections by validating the procedures used, verifying the candidates and issues appearing on the ballots, and certifying the election results. In addition, the division is responsible for registering lobbyists and safeguards against the unregulated influence of special interests on the elective officers by requiring elected officials to disclose their sources of income or contributions and their uses.

Licensing Division. The division administers the state's bingo and raffles law and the Colorado Charitable Solicitations Act, and the Colorado rules register. The division also administers the notary public act, and is responsible for issuing notary public commissions, and for accepting and filing changes of notary addresses and names.

In addition, it receives and files rule-making notices and proposed and adopted rules and regulations of state departments and is responsible for the monthly publication of the Rules Code and Register.

DEPARTMENT OF TRANSPORTATION



DEPARTMENT OF TRANSPORTATION

FY 1998-99 Budget: \$786 million Number of Personnel: 3,297

Major Functions: To coordinate various modes of trans-

portation in the state and manage and supervise the state highway system.

The Department of Transportation was created in 1991 and assumed the functions of the Department of Highways and the aeronautical units previously housed in the Department of Military Affairs.

Transportation Commission. An eleven-member body appointed by the Governor, the commission is the policymaking entity for most of the divisions within the department. The entity is charged with determining the transportation needs of the state and formulating rules and regulations concerning the construction and maintenance of public highways and other transportation systems.

Division of Engineering, Design, and Construction. The division is responsible for the development of the state's roadways. Specific responsibilities include bridge and highway design, environmental review and compliance, construction management, materials testing, and traffic engineering.

Division of Highway Operations and Maintenance. The division is responsible for developing and implementing standardized highway maintenance plans, developing maintenance training programs, and performing inspections statewide to ensure uniform maintenance practices. The division also conducts speed zone and accident studies.

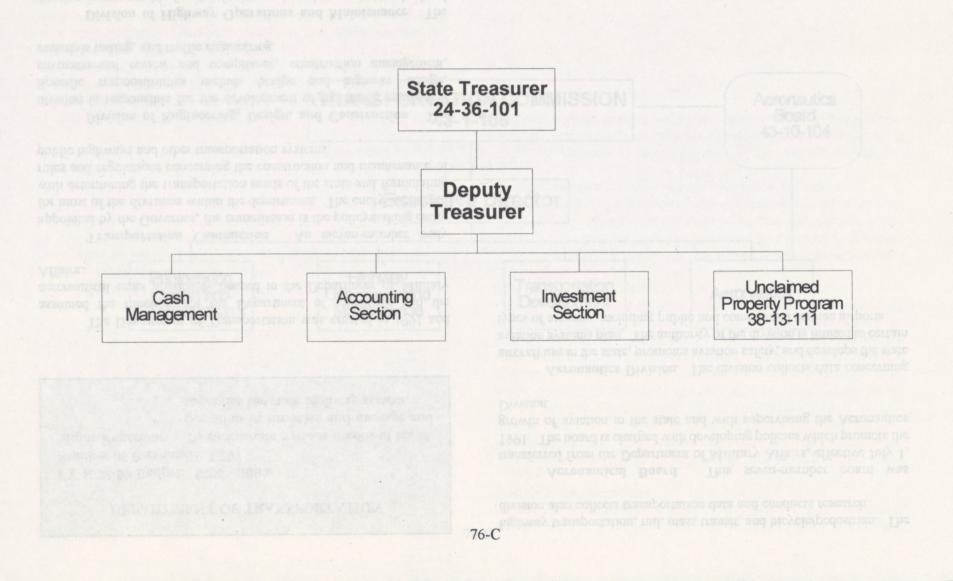
Division of Transportation Development. The division administers transportation planning statewide. Planning is conducted for

highway transportation, rail, mass transit, and bicycle/pedestrian. The division also collects transportation data and conducts research.

Aeronautical Board. This seven-member board was transferred from the Department of Military Affairs, effective July 1, 1991. The board is charged with developing policies which promote the growth of aviation in the state and with supervising the Aeronautics Division.

Aeronautics Division. The division collects data concerning aircraft use in the state, promotes aviation safety, and develops the state aviation systems plan. The authority of the division is limited to certain types of airports, including public and commercial service airports.

DEPARTMENT OF TREASURY



DEPARTMENT OF TREASURY

FY 1998-99 Budget: \$262 million

Number of Personnel: 26

Major Functions: To deposit, manage, and invest state

The Department of Treasury provides cash management, banking, and investment services for all state funds deposited with the Treasury. The monies received by the State Treasurer include taxes, fees, charges, tuition, and lottery revenue. The U.S. Secretary of the Treasury transmits certain moneys into the custodianship of the treasurer for transfer to local governmental entities. These funds include monies received under federal flood control, oil leasing, forestry, grazing, and rehabilitation programs. The treasurer also is responsible for paying warrants drawn on the treasury by the state controller.

The treasurer is an ex-officio member of the Public Employees' Retirement Association Board.

Accounting Section. This section provides the cash processing oversight for the state, which involves the receipting, recording, and reconciliation of state moneys. In addition, the accounting section is responsible for the apportionment of Highway Users Tax Fund (HUTF) and other statutory programs and the monthly allocation of interest revenue to other state agencies. The section also administers the Elderly Property Tax Deferral Program, which pays the property taxes of qualified elderly property owners.

Investment Section. This section is charged with providing the highest possible interest earnings on investable funds for the state within the parameters of safety and liquidity.

Unclaimed Property Program. This program administers the Unclaimed Property Law and effectively locates lost, abandoned or

unclaimed property and returns it to rightful owners and consumers who include heirs, businesses and senior citizens. All companies and financial institutions report and remit all unclaimed moneys, securities and safe deposit box contents to the Treasury.

Cash Management. Cash Management includes promoting the efficient management of state receipts and disbursements, maintaining effective banking relationships, implementing the federal Cash Management Improvement Act, and providing cash management assistance to state agencies and local governments.

DEPARTMENT OF TREASURY

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