

# JUDICIAL IMPACT FISCAL NOTE

<b>Bill Number:</b> 5395 SSB	<b>Title:</b> State Resources / Work	<b>Agency:</b> 055 – Administrative Office of the Courts (AOC)
---------------------------------	---	--

## Part I: Estimates

☒ **No Fiscal Impact**

### Estimated Cash Receipts to:

	FY 2022	FY 2023	2021-23	2023-25	2025-27
<b>Total:</b>					

### Estimated Expenditures from:

STATE	FY 2022	FY 2023	2021-23	2023-25	2025-27
FTE – Staff Years					
<b>Account</b>					
General Fund – State (001-1)					
State Subtotal					
<b>COUNTY</b>					
County FTE Staff Years					
<b>Account</b>					
Local - Counties					
Counties Subtotal					
<b>CITY</b>					
City FTE Staff Years					
<b>Account</b>					
Local – Cities					
Cities Subtotal					
Local Subtotal					
<b>Total Estimated Expenditures:</b>					

*The revenue and expenditure estimates on this page represent the most likely fiscal impact. Responsibility for expenditures may be subject to the provisions of RCW 43.135.060.*

Check applicable boxes and follow corresponding instructions:

☐ If fiscal impact is greater than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete entire fiscal note form parts I-V

☐ If fiscal impact is less than \$50,000 per fiscal year in the current biennium or in subsequent biennia, complete this page only (Part I).

☐ Capital budget impact, complete Part IV.

Legislative Contact:	Phone:	Date:
Agency Preparation: Sam Knutson	Phone: 360-704-5528	Date: 2/15/2021
Agency Approval: Ramsey Radwan	Phone: 360-357-2406	Date:
OFM Review:	Phone:	Date:

## Part II: Narrative Explanation

This bill would allow for state agencies to provide reimbursement to agency employees for various items and services necessary for them to effectively perform their work during the COVID-19 pandemic.

### Part II.A – Brief Description of what the Measure does that has fiscal impact on the Courts

This bill differs from SB 5395:

- Would allow reimbursement for increased cost of upgraded Internet service to be in forms other than a stipend;
- Would allow the head of the agency to approve other items based on guidance provided by OFM;
- Would require employees follow the process established by the agency when submitting a request for a stipend or reimbursement for necessary additional expenditures;
- Would prohibit employees from seeking payment for equipment if the agency has or will make the equipment available;
- Would require all reimbursements and stipends be done within the policies and procedures established by OFM;
- Would require OFM establish thresholds for when equipment must be returned when an employee returns full-time to the office;
- Would prohibit accrual of overtime or compensatory time when employees participate in social gatherings using state Internet resources outside of normal business hours during COVID-19; and
- Would establish a workgroup to review issues related to working in a remote environment and prepare a report to the Governor and the Legislature to provide recommendations.

Section 2(1) – Would provide that when state employees are required to work from home or are allowed to work from, agencies may provide or purchase office supplies, services, and other materials necessary for employees to effectively perform their work.

Section 2(2)(a) – Would provide that a state agency will reimburse a state employee for all necessary additional expenditures incurred by the employee within the employee's scope of employment and directly related to services performed for the agency. The bill would define "necessary expenditures" as:

- (i) Desks, computer stands, computers, computer supplies, and chairs;
- (ii) Upgraded internet service, which may include a stipend to the employees to support the increased costs of the service;
- (iii) Equipment and services that assist employees with disabilities or special needs to conduct their jobs remotely; and
- (iv) Other items or services determined by the head of the agency, with approval from the Office of Financial Management (OFM), deemed to be necessary for employees to perform their jobs.

Section 2(3) – Would provide that approval of purchases must be done within the policies and procedures established by OFM.

Section 2(5) – Would provide that this bill applies to all state agencies, boards, and commissions.

Section 2(6) – Would direct OFM to adopt necessary policies and procedures to implement the bill.

Section 3 – Would provide that state employees may use state internet resources outside normal business hours for social gatherings to maintain communication and gather socially. The bill would direct that these activities must be done at no expense to the state and would be considered *de minimis* activities.

Section 3(2) – Would provide that this bill would expire upon termination of the state of emergency under proclamation 20-05 and any subsequent state of emergency issued pertaining to COVID-19 in accordance with RCW 43.06.210.

## **II.B - Cash Receipt Impact**

None.

## **II.C – Expenditures**

The Administrative Office of the Courts (AOC) is already providing employees who are mandated to work from home during the COVID pandemic supplies and services in order for them to perform their duties.