



Legislative  
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Nonpartisan Services for Colorado's Legislature

HB 18-1198

FINAL  
FISCAL NOTE

<b>Drafting Number:</b>	LLS 18-0739	<b>Date:</b>	August 8, 2018
<b>Prime Sponsors:</b>	Rep. Saine; Kraft-Tharp Sen. Donovan; Smallwood	<b>Bill Status:</b>	Signed into Law
		<b>Fiscal Analyst:</b>	Ryan Long   303-866-2066 RyanC.Long@state.co.us

**Bill Topic:** BEST PRACTICES FOR STATE BOARDS & COMMISSIONS

<b>Summary of Fiscal Impact:</b>	<input type="checkbox"/> State Revenue	<input type="checkbox"/> TABOR Refund
	<input checked="" type="checkbox"/> State Expenditure ( <i>minimal</i> )	<input type="checkbox"/> Local Government
	<input type="checkbox"/> State Transfer	<input type="checkbox"/> Statutory Public Entity

This bill requires state agencies that are responsible for statutorily created boards or commissions to provide an annual training on specified topics. It will increase state workload on an ongoing basis.

**Appropriation Summary:** No appropriation is required.

**Fiscal Note Status:** The fiscal note reflects the enacted bill.

**Summary of Legislation**

Beginning January 1, 2019, state agencies that are responsible for a statutorily created board or commission must ensure that each board and commission receives an annual training on:

- understanding and operating within statutory directives;
- defining the board or commission's mission or role in project oversight;
- understanding and aligning the board or commission's process with the goal of the program it oversees;
- identifying and managing conflicts of interest;
- understanding the requirements of the Colorado Open Records Act (CORA);
- setting parameters regarding board or commission staff duties;
- identifying and securing data to help the board make informed decisions;
- ensuring involvement of members in key policy-making activities;
- ensuring members act in their role as public representatives;
- coordinating with others where responsibilities overlap; and
- annually reviewing management practices to ensure the use of best practices.

**Background**

As of March 2018, there are 385 statutorily created boards and commissions in the state.

## State Expenditures

Beginning in FY 2018-19, this bill will increase workload for all state agencies that oversee boards and commissions to develop training materials. It is assumed that this training will be incorporated into existing board or commission trainings, or addressed in the normal course of business. This training can be accomplished within existing agency appropriations, and any additional resources for these activities in the future can be requested through the annual budget process, if appropriations are insufficient.

## Departmental Difference

The Office of Boards and Commissions in the Governor's Office assumes that it will need 1.5 FTE and an appropriation of \$278,629 General Fund in FY 2018-19 to provide staffing support for agencies that don't currently have staff support or trainings. This estimate includes costs for travel, leased space to hold trainings, legal services for all agencies, and 350 hours per year for consulting costs. The Office of Economic Development and International Trade (OEDIT) assumes it will need \$25,500 in FY 2018-19 to develop and implement the training required in this bill.

The fiscal note is based on the assumption that many boards and commissions currently have staff support and annual trainings conducted by state agencies, to which the requirements of HB 18-1198 can be added. Additionally, this training information can be provided to new board and commission members at existing orientation meetings or through electronic means. Finally, the fiscal note assumes that the language of the bill does not require agencies to develop new curriculum, or travel to board meetings; it assumes that compliance with HB 18-1198 can largely be met through existing outreach and communication methods. As such, the fiscal note assumes no additional appropriations are required at this time.

## Effective Date

The bill was signed into law by the Governor on April 23, 2018, and it took effect August 8, 2018.

## State and Local Government Contacts

All State Agencies