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DIRECTORY

of Colorado State Government

Colorado Legislative Council
November 1992

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 includes a listing of the telephone numbers and locations of legislative offices and the major offices of the executive and judicial branches. In addition, organization charts and summaries of major functions have been included for the twenty executive departments, the court system, and the legislative branch.

The directory is the responsibility of David Hite. He was assisted by Lorraine Dixon-Jones and Phyllis Nuss.

Charles S. Brown
Director of Research
Colorado Legislative Council

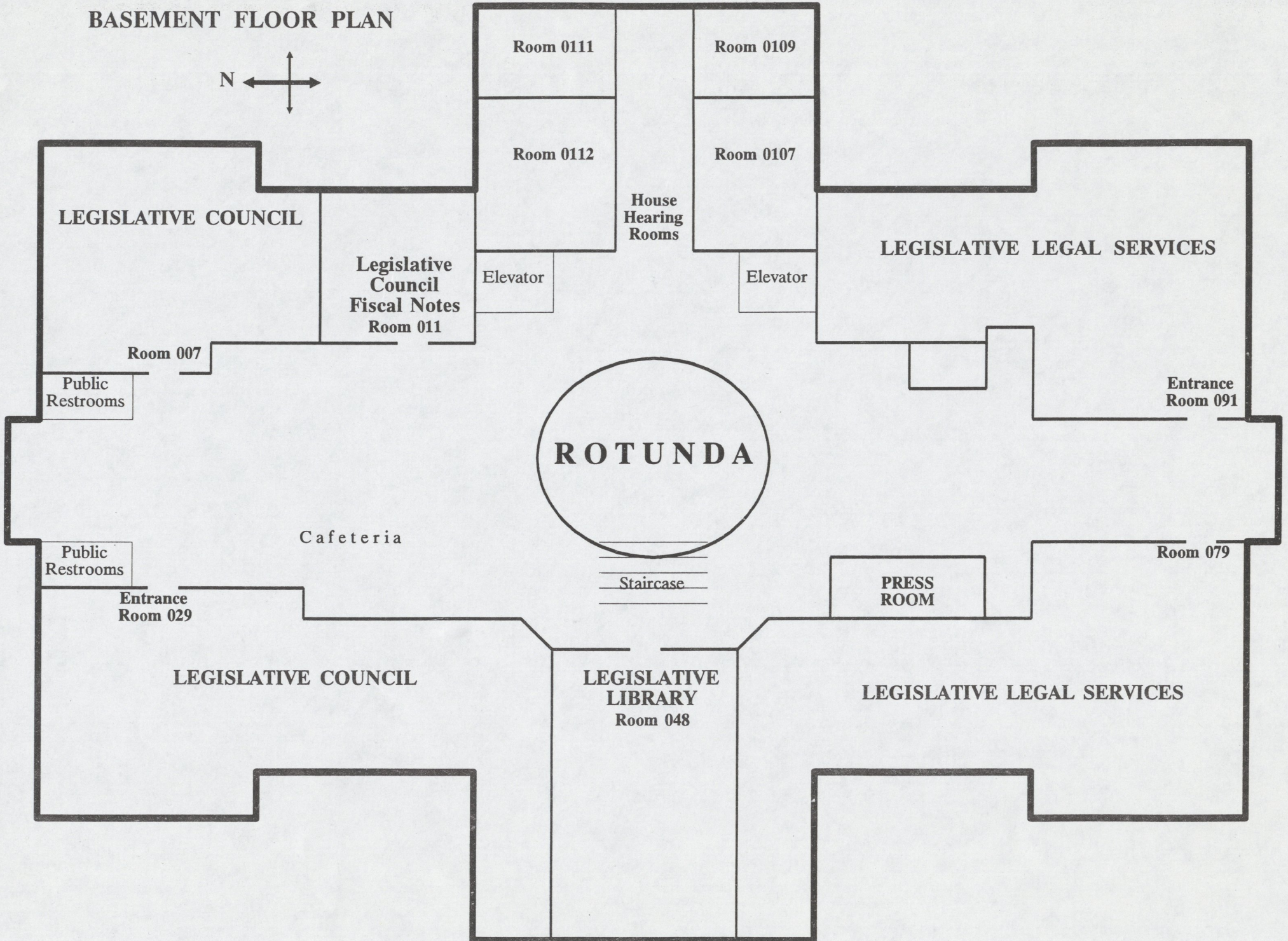
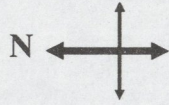
About the Cover . . . This is an 1893 photograph of the Colorado Capitol and the men who assisted in the building's construction. Denver was selected the capital city in 1881, and two years later the General Assembly passed an act to build the State Capitol. Construction began in the summer of 1886 and continued for twenty-two years.

Photo courtesy of the Colorado Historical Society.

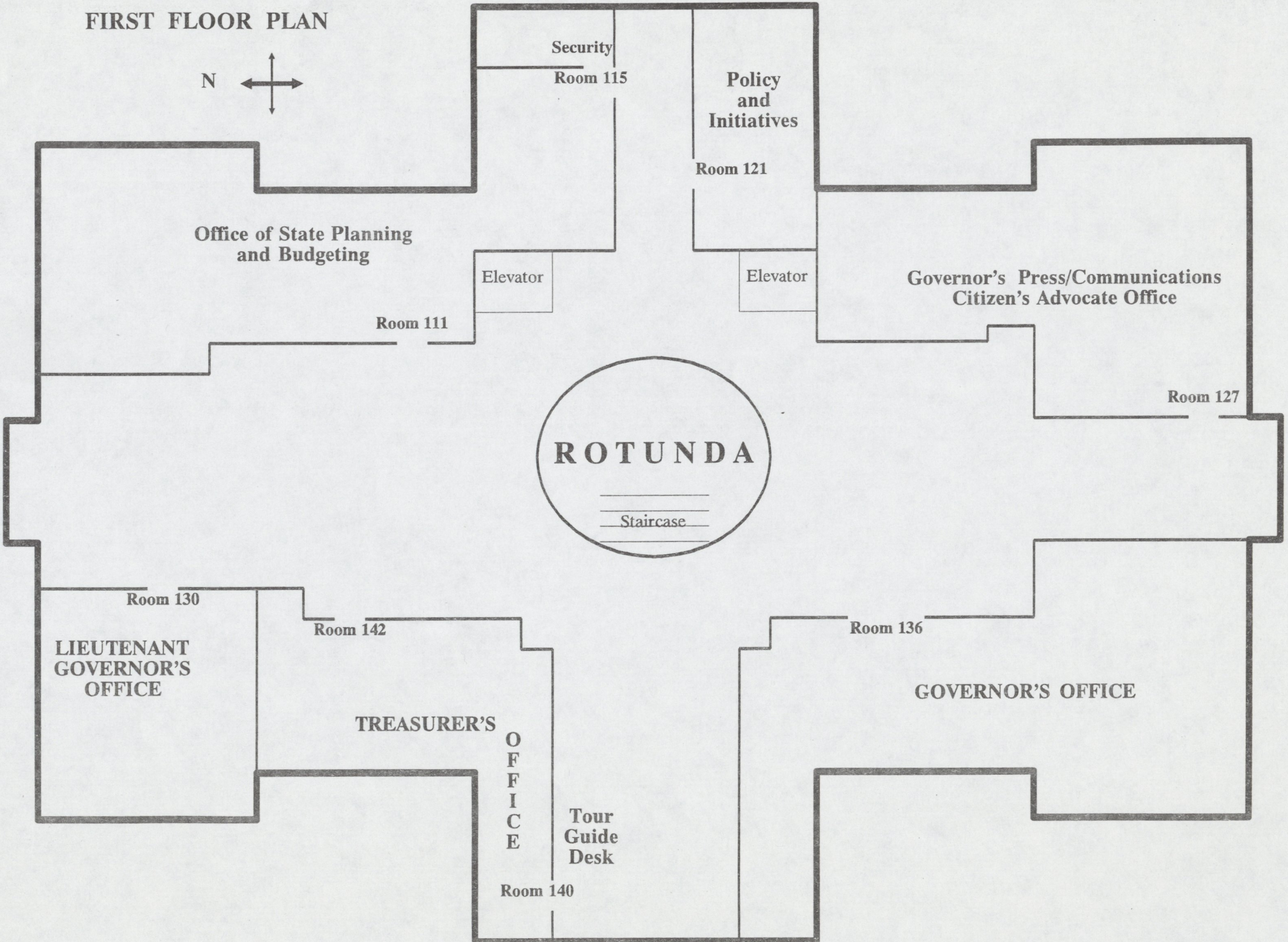
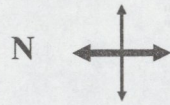
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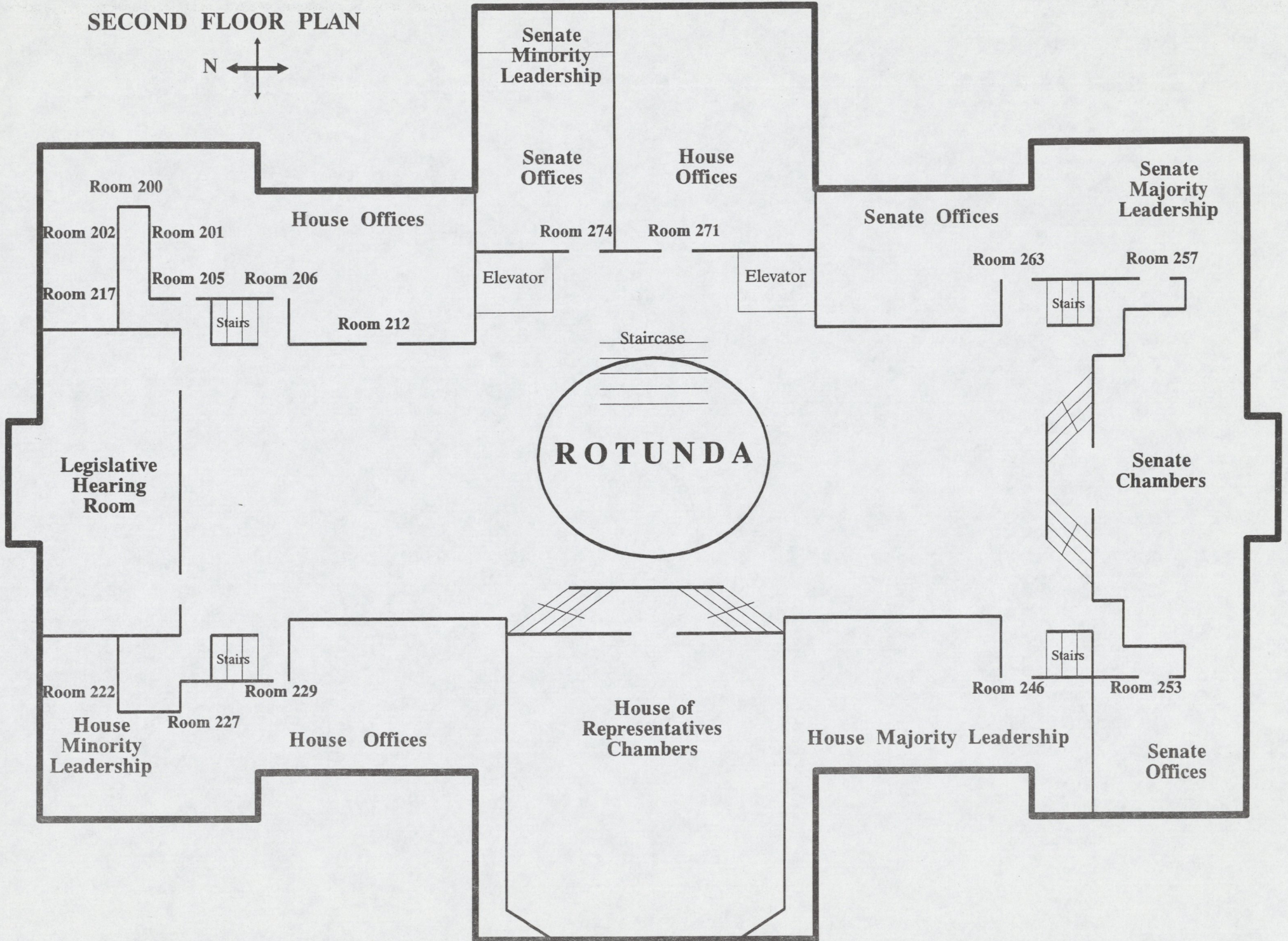
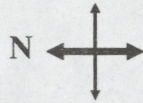
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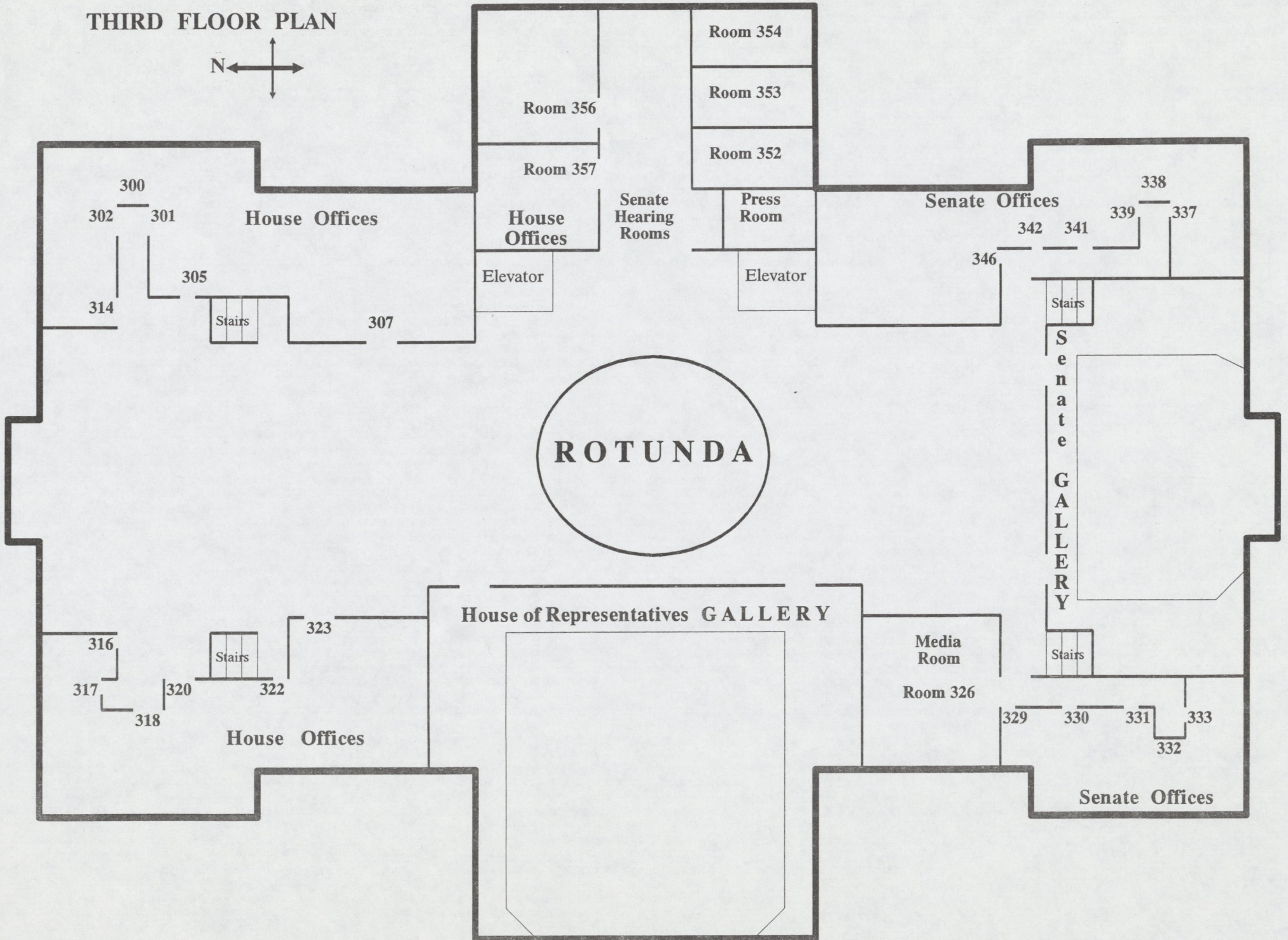
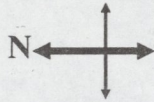
FIRST FLOOR PLAN



SECOND FLOOR PLAN



THIRD FLOOR PLAN



Legislative Leadership

<u>Senate</u>	<u>Telephone</u>
President of the Senate — Senator Tom Norton	866-3342
President Pro Tem of Senate — Senator Tillie Bishop	866-4869
Majority Leader — Senator Jeff Wells	866-3341
Assistant Majority Leader — Senator Ray Powers	866-4866
Majority Caucus Chairman — Senator Bill Schroeder	866-4866
Other Majority Party Senators	866-4866
Minority Leader — Senator Larry Trujillo	866-2318
Assistant Minority Leader — Senator Jana Mendez	866-4865
Minority Caucus Chairman — Senator Bob Martinez	866-4865
Other Minority Party Senators	866-4865
Secretary of the Senate — Mrs. Joan Albi	866-2316
 <u>House of Representatives</u>	
Speaker of the House — Representative Chuck Berry	866-2346
Majority Leader — Representative Tim Foster	866-2348
Assistant Majority Leader — Representative Jeanne Faatz	866-5679
Majority Caucus Chairman — Representative John Irwin	866-2947
Other Majority Party Representatives	866-2904
Minority Leader — Representative Sam Williams	866-5523
Assistant Minority Leader — Representative Peggy Kerns	866-2919
Minority Caucus Chairman — Representative Carol Snyder	866-4667
Other Minority Party Representatives	866-2904
Chief Clerk of the House — Mrs. Lee Bahrych	866-2903
 <u>Other Numbers</u>	
Building Maintenance	866-HELP
Security	866-3660
Print Shop	866-3526
Bill Room	866-2340
Information Center	866-3055
Coffee Shop	866-2985
Central Switchboard	866-5000

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

Agency	Director or Head	Location	Telephone	Fax Phone
Accounting, Division of (Dept. of Treasury)	Tom Hancock	State Capitol Building, Room 140	866-5649	866-2123
Accounts and Control (Dept. of Administration)	Cliff Hall	1525 Sherman Street, Room 250	866-3281	866-4233
Administrative Hearings (Dept. of Administration)	Edwin Felter, Jr.	1120 Lincoln Street, Room 900	894-2500	894-2541
Adult Parole Supervision, Division of (Dept. of Corrections)	Tom Coogan	7409 South Alton Court, Suite 150 Englewood (80112)	488-3406	488-3409
Advanced Technology Institute (Dept. of Higher Education)	Phillips (Phil) Bradford	1625 Broadway, Suite 700 (80202)	620-4777	620-4789
Aeronautics (Dept. of Transportation)	Dennis Roberts	6848 South Revere Parkway, #3-101 Englewood (80112-6703)	397-3039	397-3042
Aging and Adult Services (Dept. of Social Services)	Rita Barreras	1575 Sherman, 4th Floor	866-3851	866-2704
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	1625 Broadway, Suite 1460 (80202)	892-3800	491-0501
Air Pollution Control Division (Dept. of Health)	Paul Frohardt	4300 Cherry Creek Drive South	692-3100	782-5493
Alcohol and Drug Abuse Division (Dept. of Health)	Bob Aukerman	4300 Cherry Creek Drive South	692-2930	782-4883
Animal Industry (Dept. of Agriculture)	Dr. James M. Williams	700 Kipling Street, Suite 1000	239-4161	239-4125
Animal Protection (Dept. of Agriculture)	John Maulsby	700 Kipling Street, Suite 1000	239-4158	239-4125

Agency	Director or Head	Location	Telephone	Fax Phone
Archives and Public Records (Dept. of Administration)	Terry Ketelsen	1313 Sherman Street, Room 1B-20	866-2055	866-2257
Assessment Appeals, Board of (Dept. of Local Affairs)	Diane DeVries Board Administrator	Centennial Building, Room 315	866-5880	866-4485
Auditor (Legislative Branch)	Tim O'Brien	Legislative Services Building 200 East 14th Avenue	866-2051	866-2060
Auraria Higher Education Center (Dept. of Higher Education)	JoAnn Soker	1027 9th Street Park, POB 173361 Campus Box A (80217-3361)	556-3291	556-2203
Banking, Division of (Dept. of Regulatory Agencies)	Barbara Walker Commissioner	1560 Broadway, Suite 1175	894-7575	894-7570
Benefits (Dept. of Personnel)	Vacant	Centennial Building, Room 319	866-3434	866-3879
Bio-Chemical Laboratory (Dept. of Agriculture)	Lon Ullrich	2331 West 31st Avenue (80211)	477-0014	480-9236
Boards and Commissions (Governor's Office)	Karen Rokala	State Capitol Building, Room 136	866-4267	866-2003
Brand Inspection (Dept. of Agriculture)	Gary Shoun	201 Livestock Exchange Building Room 201, 4701 Marion Street (80216)	294-0895	294-0918
Brucellosis (BANGS) Laboratory (Dept. of Agriculture)	Richard Forde	2331 West 31st Avenue (80211)	477-0076	480-9236
Business Development, Office of (Governor's Office)	John Mullins	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Capitol Complex Facilities (CCF) (Dept. of Administration)	Diana Mattox	1341 Sherman Street	866-4357	866-4367
Central Services (Dept. of Administration)	Jack Keene	225 East 16th Avenue, Room 800	866-3970	894-2375
Chief Engineer (Dept. of Transportation)	Robert L. Clevenger	4201 East Arkansas Avenue	757-9204	757-9656

Agency	Director or Head	Location	Telephone	Fax Phone
Child Care Services (Dept. of Social Services)	Grace Hardy	1575 Sherman, 1st Floor	866-5961	866-2704
Child Support Enforcement (Dept. of Social Services)	Kathy Stumm	1575 Sherman, 2nd Floor	866-5994	866-2704
Child Welfare Services (Dept. of Social Services)	Susan Klein-Rothschild	1575 Sherman, 2nd Floor	866-3672	866-2704
Citizens' Advocate Office (Governor's Office)	Khadija Haynes	State Capitol Building, Room 127	866-2885	866-2003
Civil Air Patrol (Dept. of Military Affairs)	Colonel Gary Tobey	East 6th Avenue and Quebec Lowry A.F.B. (80230)	321-3713	321-3739
Civil Rights, Division of (Dept. of Regulatory Agencies)	Jack Lang y Marquez	1560 Broadway, Suite 1050	894-2997	894-7830
Classification and Compensation (Dept. of Personnel)	Ken Allikian	Centennial Building, Room 119	866-2455	866-2021
Colorado Bureau of Investigation (Dept. of Public Safety)	Carl Whiteside	690 Kipling Street Denver (80215)	239-4301	235-0568
Colorado Financial Reporting System (COFRS) (Dept. of Administration)	Harry Massey	1525 Sherman Street, Room 150	866-6022	866-6318
Commision on Information Management (IMC) (Dept. of Administration)	Clay Powers	1525 Sherman Street, Room 100	866-3222	866-2124
Community College and Occupational Education System (Dept. of Higher Education)	Dr. Jerome Wartgow, President	1391 North Speer Boulevard Suite 600 (80204)	620-4000	825-4295
Community Corrections, Division of (Dept. of Corrections)	Jeaneene Miller	7409 South Alton Court, Suite 260 Englewood (80112)	488-3415	488-3429
Consumer Counsel, Office of (Dept. of Law)	Ron Binz	1525 Sherman Street, 5th Floor	866-5224	866-5691

Agency	Director or Head	Location	Telephone	Fax Phone
Consumer Protection (Dept. of Law)	Garth Lucero	1525 Sherman Street, 5th Floor	866-5189	866-5691
Consumer Protection Division (Dept. of Health)	Tom Messenger	4300 Cherry Creek Drive South	692-3620	782-4969
Corporations (Dept. of State)	Mike Shea	1560 Broadway, Suite 200	894-2251	894-2242
Correctional Education, Division of (Dept. of Corrections)	Tony Rodasta	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2113	(719) 540-2145
Correctional Industries, Division of (Dept. of Corrections)	Tom Crago	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2192	(719) 540-2145
Council on the Arts (Dept. of Higher Education)	Barbara Neal	750 Pennsylvania Street (80203)	894-2617	894-2615
Court of Appeals (Judicial Branch)	Jim Benway Clerk of Court of Appeals	State Judicial Building, Room 300 2 East 14th Avenue	837-3785	837-3702
Criminal Enforcement (Dept. of Law)	John Dailey	1525 Sherman Street, 5th Floor	866-5785	866-5691
Criminal Justice, Division of (Dept. of Public Safety)	Bill Woodward	700 Kipling Street, Suite 1000 Denver (80215)	239-4442	239-4491
Deaf and the Blind, School for the (Dept. of Education)	Dr. Marilyn Jaitly Superintendent	33 North Institute Street Colorado Springs (80903-3599)	(719) 578-2102 (Denver line) 534-7386	(719) 578-2239
Developmental Disabilities (Dept. of Institutions)	Brian Lensink Division Director	3824 West Princeton Circle (80236)	762-4560	762-4300
Developmentally Disabled, Regional Centers: Pueblo (Dept. of Institutions)	Jim Duff	373 East Industrial Boulevard Pueblo West (81007)	(719) 547-2514	(719) 547-2519
Developmentally Disabled, Regional Centers: Grand Junction (Dept. of Institutions)	Bill Jackson	2800 "D" Road Grand Junction (81501)	245-2100	248-4660

Agency	Director or Head	Location	Telephone	Fax Phone
Developmentally Disabled, Regional Centers: Wheat Ridge (Dept. of Institutions)	Robert Rossi	10285 Ridge Road Wheat Ridge (80033)	424-7791	431-8731
Disease Control and Environmental Epidemiology Division (Dept. of Health)	Ellen Mangione	4300 Cherry Creek Drive South	692-2700	782-0904
Economic Development (Governor's Office)	Stewart Bliss	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Economic Development Commission (Dept. of Local Affairs)	Gayle Brody	Centennial Building, Room 518	866-2771	866-2251
Educational Services (Dept. of Education)	Dr. Art Ellis Assistant Commissioner	State Office Building, 2nd Floor	866-6678	830-0793
Elections (Dept. of State)	Donetta Davidson Elections Officer	1560 Broadway, Suite 200	894-2680 Ext 1	894-2242
Emergency Management, Office of (Dept. of Local Affairs)	Leonard Boulas	Camp George West 15000 Old Golden Road, Golden (80401)	273-1622	273-1795
Emergency Medical Services Division (Dept. of Health)	Larry McNatt	4300 Cherry Creek Drive South	692-2980	782-0904
Energy Conservation, Office of (Governor's Office)	Vacant	1675 Broadway, Suite 1300 (80202)	620-4292	620-4288
Environment, Office of (Dept. of Health)	Tom Looby	4300 Cherry Creek Drive South	692-3002	782-4969
Family and Community Health Services Division (Dept. of Health)	Dan Gossert	4300 Cherry Creek Drive South	692-2310	782-5576
Federal/State Programs and Services (Dept. of Education)	Dr. Betty Hinkle	State Office Building, 4th Floor	866-6779	830-0793
Financial Services (Dept. of Regulatory Agencies)	David L. Paul Commissioner	1560 Broadway, Suite 1520	894-2336	894-7885

Agency	Director or Head	Location	Telephone	Fax Phone
Fire Safety, Division of (Dept. of Public Safety)	Dean Smith	700 Kipling Street, Suite 1200 Denver (80215)	239-4463	239-4405
Food Assistance (Dept. of Social Services)	Mark Tandberg	1575 Sherman, 3rd Floor	866-2535	866-2704
Frozen Food and Poultry (Dept. of Agriculture)	Woody Hoffman	2331 West 31st Avenue (80211)	477-0086	480-9236
Gaming (Dept. of Revenue)	Roger Morris	720 South Colorado Boulevard Suite 540-S (80222)	757-7555	757-8624
General Government Computer Center (GGCC) (Dept. of Administration)	Jerry Schade	690 Kipling, Lakewood (80215)	239-4313	239-4383
Geological Survey (Dept. of Natural Resources)	William P. "Pat" Rogers Acting State Geologist	Centennial Building, 7th Floor	866-2611	866-2115
Hazardous Materials and Waste Management Division (Dept. of Health)	Dave Shelton	4300 Cherry Creek Drive South	692-3300	759-5355
Health Data Commission (Dept. of Local Affairs)	Reid Reynolds	Centennial Building, Room 520	866-2156	866-2251
Health Facilities Division (Dept. of Health)	Paul Daraghy	4300 Cherry Creek Drive South	692-2800	782-4883
Health, Office of (Dept. of Health)	Merril Stern	4300 Cherry Creek Drive South	692-2100	782-0095
Health Statistics and Vital Records (Dept. of Health)	Joe Carney	4300 Cherry Creek Drive South	692-2200	(800) 423-1108
Historical Society (Dept. of Higher Education)	James E. Hartmann	Colorado History Museum 1300 Broadway	866-3355	866-5739
Housing, Division of (Dept. of Local Affairs)	Tom Hart	Centennial Building, Room 323	866-2033	866-4485
Human Resources (Dept. of Law)	Paul Farley	1525 Sherman Street, 5th Floor	866-5680	866-5691

Agency	Director or Head	Location	Telephone	Fax Phone
Industrial Claim Appeals Panel (Dept. of Labor and Employment)	Dona Halsey	The Chancery, Suite 704 1120 Lincoln Street	894-2378	894-2973
Inspection and Consumer Services (Dept. of Agriculture)	Ron Turner	2331 West 31st Avenue (80211)	477-0076	480-9236
Insurance, Division of (Dept. of Regulatory Agencies)	Joanne Hill Commissioner	1560 Broadway, Suite 850	894-7499	894-7455
International Trade Office (Governor's Office)	Morgan Smith	1625 Broadway, Suite 680 (80202)	892-3850	892-3820
Investment, Division of (Dept. of Treasury)	Virginia Wagner	State Capitol Building, Room 140	866-2757	866-2123
Job Training Office (Governor's Office)	Les Franklin	720 South Colorado Boulevard Suite 550, Denver (80222)	758-5020	758-5578
Joint Budget Committee (Legislative Branch)	Kenneth Conahan Staff Director	Legislative Services Building 200 East 14th Avenue	866-2061	866-2150
Judicial Administration (Judicial Branch)	Kim Morss, Acting State Court Administrator	1301 Pennsylvania, Suite 300	861-1111 Ext 585	831-1814
Juvenile Parole Board (Dept. of Institutions)	Mark Mandler	3550 West Oxford Avenue (80236)	762-4448	762-4686
Labor (Dept. of Labor and Employment)	David Mitchem Director	The Chancery, 13th Floor 1120 Lincoln Street	894-7532	894-2973
Labor Market Information (Dept. of Labor and Employment)	Bill LaGrange	393 South Harlan	937-4946	937-4945
Laboratory Division (Dept. of Health)	Ron Cada	4210 East 11th Avenue (80220-3716)	691-4700	393-7881
Land Commissioners, Board of (Dept. of Natural Resources)	Max Vezzani Director	Centennial Building, 6th Floor	866-3454	866-3152
Law Library (Judicial Branch)	Francis Campbell	State Judicial Building, Room B112 2 East 14th Avenue	837-3720	None

Agency	Director or Head	Location	Telephone	Fax Phone
Legislative Council (Legislative Branch)	Charlie Brown Director of Research	State Capitol Building, Room 029 200 East Colfax Avenue	866-3521	866-3855
Legislative Legal Services, Office of (Legislative Branch)	Doug Brown Director	Sate Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157
Library/Adult Education (Dept. of Education)	Nancy Bolt Assistant Commissioner	State Office Building, 3rd Floor	866-6732	830-0793
Licensing (including bingo, raffles and notary) (Dept. of State)	Johanna Billmyer	1560 Broadway, Suite 200	894-2680 Ext 2	894-2242
Liquor Enforcement (Dept. of Revenue)	David Reitz	Annex Building, Room 600	866-3741	866-4541
Local Government, Division of (Dept. of Local Affairs)	Hal Knott	Centennial Building, Room 520	866-2156	866-2251
Lottery (Dept. of Revenue)	George Turner Director	201 West 8th Street, Suite 600 Pueblo 81003	(719) 546-2400	(719) 546-5208
Market Development (Dept. of Agriculture)	Jim Rubingh	700 Kipling Street, Suite 4000	239-4114	239-4125
Medicaid Budget Non-Medicaid Budget (Dept. of Social Services)	Marilyn Golden Al Martinez	1575 Sherman, 8th Floor	866-5624 866-3652	866-4214
Medical Services (Dept. of Social Services)	David West	1575 Sherman, 10th Floor	866-6092	866-4214
Mental Health (Dept. of Institutions)	George Kawamura Division Director	3520 West Oxford Avenue (80236)	762-4073	762-4373
Mental Health Institute at Fort Logan (Dept. of Institutions)	Brock Willett, M.D.	3520 West Oxford Avenue (80236)	762-4695	762-4332
Mental Health Institute at Pueblo (Dept. of Institutions)	Dr. Harold Carmel	1600 West 24th Street Pueblo (81003)	(719) 546-4000	(719) 546-4484
Minerals and Geology, Division of (Dept. of Natural Resources)	Michael Long Director	Centennial Building, 2nd Floor	866-3567	832-8106

Agency	Director or Head	Location	Telephone	Fax Phone
Minority Business Development (Governor's Office)	Verneeda White	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Motion Picture and TV Commission (Dept. of Local Affairs)	Michael Klein	1625 Broadway, Room 1975 (80202)	572-5444	572-5099
Motor Vehicle (Dept. of Revenue)	Dee Hartman	140 West 6th Avenue, Room 100 (80204)	572-5653	620-4962
Motor Vehicle Hearings (Dept. of Revenue)	Chuck Howe	140 West 6th Avenue, Room 101 (80204)	572-5899	572-5700
Multi-Media Focal Group (Dept. of Health)	Jackie Berardini	4300 Cherry Creek Drive South	692-3005	782-4969
National Guard (Dept. of Military Affairs)	Major General John L. France	Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703)	397-3023	397-3003
Natural Resources (Dept. of Law)	Patricia Bangert	1525 Sherman Street, 5th Floor	866-5072	866-5691
Nursing Homes - State and Veterans (Dept. of Social Services)	Chip Roberts	1575 Sherman, 8th Floor	866-5500	866-4214
Oil and Gas Conservation Commission (Dept. of Natural Resources)	Dennis Bicknell Director	1580 Logan, Room 380	894-2100	894-2109
Parks and Outdoor Recreation, Division of (Dept. of Natural Resources)	Laurie Matthews	Centennial Building, 6th Floor	866-3437	866-3206
Parole Board (Dept. of Corrections)	Ray Enright	7409 South Alton Court, Suite 250 Englewood (80112)	488-3441	488-3444
Personnel Board (Dept. of Personnel)	Mary Ann Whiteside	Centennial Building, Room 114	866-3244	866-2021
Plant Industry (Dept. of Agriculture)	Robert Sullivan	700 Kipling Street, Suite 4000	239-4140	239-4177
Ports of Entry (Dept. of Revenue)	Phil Vasquez	516 Acoma Street	572-5690	572-5764

Agency	Director or Head	Location	Telephone	Fax Phone
POST Board (Dept. of Law)	John Shell	1525 Sherman Street, 5th Floor	866-5692	866-5691
Prevention Programs Division (Dept. of Health)	Snip Young	4300 Cherry Creek Drive South	692-2500	782-0095
Prisons, Division of: Unit I (Dept. of Corrections)	Jerry Gasko	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2116	(719) 540-2145
Prisons, Division of: Unit II (Dept. of Corrections)	Bill Wilson	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2126	(719) 540-2145
Professional Education and Certification (Dept. of Education)	Gene Campbell	State Office Building, 5th Floor	866-6851	830-0793
Property Tax, Division of (Dept. of Local Affairs)	Mary Huddleston	Centennial Building, Room 419	866-2371	866-4000
Public Defender (Judicial Branch)	David Vela	Petroleum Building 110 Sixteenth Street, Suite 800 (80202)	620-4888	620-4931
Public Information (Dept. of Personnel)	Sara Alt	Centennial Building, Room 122	866-2321	866-2021
Public Utilities Commission (Dept. of Regulatory Agencies)	Robert Temmer Acting Director	1580 Logan Street, Office Level 2 (80203)	894-2000	894-2065
Purchasing (including State Buildings) (Dept. of Administration)	Dave Leavenworth	225 East 16th Avenue, Room 900	866-6100	894-7445
Racing, Division of (Dept. of Revenue)	Hector Rene Ramirez	1560 Broadway, Suite 1540	894-2990	894-7580
Radiation Control Division (Dept. of Health)	Bob Quillin	4300 Cherry Creek Drive South	692-3030	782-5083
Real Estate Commission (Dept. of regulatory Agencies)	Michael Gorham	1776 Logan Street, 4th Floor (80203)	894-2166	894-2683
Refugee Services (Dept. of Social Services)	Laurie Bagan	789 Sherman Street, Suite 250	863-8211	863-0838

Agency	Director or Head	Location	Telephone	Fax Phone
Registrations (professional and occupational licensing boards) (Dept. of Regulatory Agencies)	Bruce M. Douglas	1560 Broadway, Suite 1300	894-7690	894-7692
Regulatory Law (Dept. of Law)	Merrill Shields	1525 Sherman Street, 5th Floor	866-5307	866-5691
Regulatory Reform, Office of (Dept. of Regulatory Agencies)	Susan L. Warren Acting Director	1560 Broadway, Suite 1530	894-7839	894-7885
Rehabilitation Services (Dept. of Social Services)	Tony Francavilla	1575 Sherman, 4th Floor	866-5196	866-2704
Revisor of Statutes (Legislative Branch)	Charlie Pike Revisor of Statutes	State Capitol Building, Room 091 200 East Colfax Avenue	866-2045	866-4157
Risk Management (Dept. of Administration)	Wilbur Miller	225 East 16th Avenue, Room 600	866-3848	866-2409
Rural Development, Office of (Dept. of Local Affairs)	T. Michael Smith	Centennial Building, Room 518	866-2771	866-2251
Rural Job Training, Office of (Dept. of Local Affairs)	Dwight Steele	1900 Grant Street, Suite 800	894-7410	894-7416
School of Mines (Dept. of Higher Education)	Dr. George Ansell	1500 Illinois Street, Golden (80401)	273-3280	330-5705
Securities, Division of (Dept. of Regulatory Agencies)	Philip A. Feigin	1580 Lincoln, Suite 420 (80203)	894-2320	861-2126
Selection Center (Dept. of Personnel)	Vacant	Centennial Building, Room 118	866-2431	866-2021
Self-Sufficiency Programs (Dept. of Social Services)	Sue Tuffin	1575 Sherman, 3rd Floor	866-4630	866-2704
Sheep and Wool Board (Dept. of Agriculture)	Marcie Hervey	8833 Ralston Road, Arvada (80002)	431-8310	431-6446
Small Business Assistance (Governor's Office)	Rick Garcia	1625 Broadway, Suite 1710 (80202)	892-5920	892-3848

Agency	Director or Head	Location	Telephone	Fax Phone
Social Services, State Board of (Dept. of Social Services)	John Kelley	1575 Sherman, 8th Floor	866-5922	866-4214
Soil Conservation Board (Dept. of Natural resources)	Dan Parker	Centennial Building, 2nd Floor	866-3351	866-8106
State Patrol (Dept. of Public Safety)	John Dempsey	700 Kipling Street, Suite 3000 Denver (80215)	239-4403	239-4481
State Planning and Budgeting (Governor's Office)	Karen Reinertson	State Capitol Building, Room 111	866-3386	866-3044
Student Loan Program (Dept. of Higher Education)	Robert Fomer	999 18th Street, Suite 425 (80202)	294-5050	294-5076
Supreme Court (Judicial Branch)	Mac V. Danford Clerk of Supreme Court	State Judicial Building, Room 415 2 East 14th Avenue	837-3790	None
Surplus Property (Dept. of Corrections)	Ron Bachali	4200 Garfield (80216)	321-2200	320-1050
Tax Analysis (Dept. of Revenue)	Jim Huyghebaert	Annex Building, Room 422	866-3089	866-3087
Tax Auditing and Compliance (Dept. of Revenue)	John Vecchiarelli	Annex Building, Room 504	866-3714	866-2265
Tax Conferee (Dept. of Revenue)	Ron Granner	Annex Building, Room 248	866-3212	866-3211
Taxpayer Services (Dept. of Revenue)	Jim Davis	Annex Building, Room 204	866-5565	866-3211
Technical and Consulting Services (Dept. of Personnel)	Jerome C. Davies	Centennial Buiding, Room 115	866-2438	866-2021
Telecommunications (Dept. of Administration)	Bob Tolman	2452 West 2nd Avenue, Room 19 (80223)	866-2341	866-1811
Testing and Assessment (Dept. of Education)	Dr. Wayne Martin	State Office Building, 5th Floor	866-6850	830-0793

Agency	Director or Head	Location	Telephone	Fax Phone
Tort Litigation (Dept. of Law)	Timothy Arnold	1525 Sherman Street, 5th Floor	866-5236	866-5691
Tourism Board (Dept. of Local Affairs)	Rich Meredith	1625 Broadway, Suite 1700 (80202)	592-5410	592-5406
Transportation Development (Dept. of Transportation)	Harvey R. Atchison	4201 East Arkansas Avenue	757-9525	757-9727
Transportation Safety (Dept. of Transportation)	John E. Conger	4201 East Arkansas Avenue	757-9381	757-9439
Trustees of State Colleges (Dept. of Higher Education)	Dr. Glenn Burnham	Spectrum Building, Suite 750 1580 Lincoln Street (80203)	866-2588	894-2459
UC — Central Administration	Dr. Judith E. N. Albino, President	914 Broadway, Boulder (80309)	492-6201	492-6772
— Boulder	James Corbridge, Chancellor	914 Broadway, Boulder (80309)	492-8908	492-5105
— Colorado Springs	Dwayne Nuzum, Chancellor	Box 7150, Colorado Springs (80933-7150)	(719) 593-3436	(719) 593-3362
— Denver (Dept. of Higher Education)	John Buechner, Chancellor	1250 14th Street, Denver (80202)	556-2643	556-2164
Unclaimed Property, Division of (Dept. of Treasury)	Patty White	1560 Broadway, Suite 620 (80202)	894-2443	866-2123
Unemployment Insurance (Dept. of Labor and Employment)	Don Peitersen	600 Grant Street, 9th Floor	837-3819	837-3956
Uniform Commercial Code (UCC) (Dept. of State)	Mike Shea	1560 Broadway, Suite 200	894-2200 Ext 3	894-2242
Uniform Consumer Credit Code (Dept. of Law)	Laura Udis	1525 Sherman Street, 5th Floor	866-5304	866-5691
University of Northern Colorado (Dept. of Higher Education)	Dr. Herman Lujan, President	Greeley (80639)	351-2121	351-1880
Veterans Affairs (Dept. of Social Services)	Dick Ceresko	1575 Sherman, 1st Floor	866-5025	866-2704

Agency	Director or Head	Location	Telephone	Fax Phone
Water Conservation Board (Dept. of Natural resources)	Daries "Chuck" Lile Director	Centennial Building, 7th Floor	866-3441	866-4474
Water Quality Control Division (Dept. of Health)	Dave Holm	4300 Cherry Creek Drive South	692-3500	782-0390
Water Resources, Division of (Dept. of Natural Resources)	Hal Simpson State Engineer	Centennial Building, 8th Floor	866-3581	866-3589
Weight and Measures (Dept. of Agriculture)	David Wallace	3125 Wyandot (80211)	866-2845	480-9236
Wildlife, Division of (Dept. of Natural Resources)	Perry Olson	6060 Broadway (80216)	297-7208	294-0874
Women's Business Representative (Governor's Office)	Charlotte Redden	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Workers' Compensation (Dept. of Labor and Employment)	Ken Platt	The Chancery, 12th Floor 1120 Lincoln Street	764-4321	764-4318
Youth Services (Dept. of Institutions)	Gerald Adamek Division Director	4255 South Knox Court (80236)	762-4695	762-1418

AGENCY LISTINGS BY DEPARTMENT

LEGISLATIVE SERVICE AGENCIES				
Agency	Director or Head	Location	Telephone	Fax
Auditor	Tim O'Brien	Legislative Services Building 200 East 14th Avenue	866-2051	866-2060
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	866-3855
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
JUDICIAL BRANCH				
Court of Appeals	Jim Benway Clerk of Court of Appeals	State Judicial Building, Room 300 2 East 14th Avenue	837-3785	837-3702
Judicial Administration	Kim Morss, Acting State Court Administrator	1301 Pennsylvania, Suite 300	861-1111 Ext 585	831-1814
Law Library	Francis Campbell	State Judicial Building, Room B112 2 East 14th Avenue	837-3720	None
Legislative Liaison	Kim Morss	1301 Pennsylvania, Suite 300	861-1111 Ext 583	831-1814
Public Defender	David Vela	Petroleum Building 110 Sixteenth Street, Suite 800 (80202)	620-4888	620-4931
Supreme Court	Mac V. Danford Clerk of Supreme Court	State Judicial Building, Room 415 2 East 14th Avenue	837-3790	None
NOTE: All zip codes are 80203, unless otherwise indicated.				

GOVERNOR'S OFFICE

Roy Romer, Governor
State Capitol Building, Room 136
866-2471

Michael Callihan, Lieutenant Governor
State Capitol Building, Room 130
200 East Colfax Avenue (80203)
866-2087

Portion of the Governor's Administrative Staff

Staff Position	Staff Person	Location	Telephone	Fax
Boards and Commissions	Karen Rokala	State Capitol Building, Room 136	866-4267	866-2003
Business Development, Office of	John Mullins	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Chief of Staff	Stewart Bliss	State Capitol Building, Room 136	866-2471	866-2003
Citizens' Advocate Office	Khadija Haynes	State Capitol Building, Room 127	866-2885	866-2003
Deputy Chief of Staff	B.J. Thornberry	State Capitol Building, Room 136	866-2471	866-2003
Economic Development	Stewart Bliss	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Energy Conservation, Office of	Vacant	1675 Broadway, Suite 1300 (80202)	620-4292	620-4288
International Trade Office	Morgan Smith	1625 Broadway, Suite 680 (80202)	892-3850	892-3820
Job Training Office	Les Franklin	720 South Colorado Boulevard Suite 550, Denver (80222)	758-5020	758-5578
Legal Advisor	Cole Finegan	State Capitol Building, Room 121	866-2155	866-2003
Legislative Liaison	Meg Porfido	State Capitol Building, Room 136	866-2471	866-2003
Minority Business Development	Verneeda White	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848
Policy and Initiatives	Cole Finegan	State Capitol Building, Room 121	866-2155	866-2003
Press Secretary	Cindy Parmenter	State Capitol Building, Room 127	866-4572	866-2003
Small Business Assistance	Rick Garcia	1625 Broadway, Suite 1710 (80202)	892-5920	892-3848
State Planning and Budgeting	Karen Reinertson	State Capitol Building, Room 111	866-3386	866-3044
Women's Business Representative	Charlotte Redden	1625 Broadway, Suite 1710 (80202)	892-3840	892-3848

DEPARTMENT OF ADMINISTRATION

Bruce Posey, Executive Director
Nanci Kadlecek, Deputy Director
1525 Sherman Street, Room 200
Denver, CO 80203
866-3221

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Accounts and Control	Cliff Hall	1525 Sherman Street, Room 250	866-3281	866-4233
Administrative Hearings	Edwin Felter, Jr.	1120 Lincoln Street, Room 900	894-2500	894-2541
Archives and Public Records	Terry Ketelsen	1313 Sherman Street, Room 1B-20	866-2055	866-2257
Capitol Complex Facilities (CCF)	Diana Mattox	1341 Sherman Street	866-4357	866-4367
Central Services	Jack Keene	225 East 16th Avenue, Room 800	866-3970	894-2375
Colorado Financial Reporting System (COFRS)	Harry Massey	1525 Sherman Street, Room 150	866-6022	866-6318
Commision on Information Management (IMC)	Clay Powers	1525 Sherman Street, Room 100	866-3222	866-2124
General Government Computer Center (GGCC)	Jerry Schade	690 Kipling, Lakewood (80215)	239-4313	239-4383
Legislative Liaison	Victoria Kendrick	1525 Sherman Street, Room 200	866-6552	866-6569
Purchasing (including State Buildings)	Dave Leavenworth	225 East 16th Avenue, Room 900	866-6100	894-7445
Risk Management	Wilbur Miller	225 East 16th Avenue, Room 600	866-3848	866-2409
Telecommunications	Bob Tolman	2452 West 2nd Avenue, Room 19 (80223)	866-2341	866-1811

DEPARTMENT OF AGRICULTURE

Steven Horn, Commissioner
 Robert G. McLavey, Deputy Commissioner
 700 Kipling Street, Suite 4000
 Lakewood (80215-5894)
 239-4100

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Animal Industry	Dr. James M. Williams	700 Kipling Street, Suite 1000	239-4161	239-4125
Animal Protection	John Maulsby	700 Kipling Street, Suite 1000	239-4158	239-4125
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
Frozen Food and Poultry	Woody Hoffman	2331 West 31st Avenue (80211)	477-0086	480-9236
Laboratories:				
Bio-Chemical Laboratory	Lon Ullrich	2331 West 31st Avenue (80211)	477-0014	480-9236
Brucellosis (BANGS) Laboratory	Richard Forde	2331 West 31st Avenue (80211)	477-0076	480-9236
Weight and Measures	David Wallace	3125 Wyandot (80211)	866-2845	480-9236
Legislative Liaison	Robert McLavey	700 Kipling Street, Suite 4000	239-4100	239-4125
Market Development	Jim Rubingh	700 Kipling Street, Suite 4000	239-4114	239-4125
Plant Industry	Robert Sullivan	700 Kipling Street, Suite 4000	239-4140	239-4177
Public Information Officer	Jim Miller	700 Kipling Street, Suite 4000	239-4100	239-4125
Sheep and Wool Board	Marcie Hervey	8833 Ralston Road, Arvada (80002)	431-8310	431-6446

DEPARTMENT OF CORRECTIONS

Frank O. Gunter, Executive Director
 (719) 540-2180
 George Sullivan, Deputy Director for Operations
 (719) 540-2126
 Ron Ditmore, Deputy Director for Administration
 (719) 540-2147
 John Perko, Deputy Director for Correctional Programs
 (719) 540-2178
 2862 South Circle Drive, Suite 400
 Colorado Springs (80906)
 (719) 540-2100 OR 688-6668 (State Line)

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Adult Parole Supervision, Division of	Tom Coogan	7409 South Alton Court, Suite 150 Englewood (80112)	488-3406	488-3409
Community Corrections, Division of	Jeaneene Miller	7409 South Alton Court, Suite 260 Englewood (80112)	488-3415	488-3429
Correctional Education, Division of	Tony Rodasta	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2113	(719) 540-2145
Correctional Industries, Division of	Tom Crago	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2192	(719) 540-2145
Marketing Department	Giles Spaulding	Same as above	(719) 540-2109	(719) 540-2145
Surplus Property	Ron Bachali	4200 Garfield (80216)	321-2200	320-1050
Legislative Liaison	Kathy Walker	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2147	(719) 540-2145
Parole Board	Ray Enright	7409 South Alton Court, Suite 250 Englewood (80112)	488-3441	488-3444
Prisons, Division of:				
Unit I	Jerry Gasko	2862 South Circle Drive, Suite 400 Colorado Springs (80906)	(719) 540-2116	(719) 540-2145
Unit II	Bill Wilson	Same as above	(719) 540-2126	(719) 540-2145

DEPARTMENT OF EDUCATION

Dr. William T. Randall, Commissioner
 Dr. Richard Laughlin, Deputy Commissioner
 State Office Building
 201 East Colfax Avenue (80203)
 866-6600 Fax: 866-6938

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Educational Services	Dr. Art Ellis Assistant Commissioner	State Office Building, 2nd Floor	866-6678	830-0793
Federal/State Programs and Services	Dr. Betty Hinkle	State Office Building, 4th Floor	866-6779	830-0793
Legislative Information	Sue Million	State Office Building, 5th Floor	866-6808	830-0793
Library/Adult Education	Nancy Bolt Assistant Commissioner	State Office Building, 3rd Floor	866-6732	830-0793
Management Services	Dr. Dan Stewart Assistant Commissioner	State Office Building, 5th Floor	866-6845	830-0793
Professional Education and Certification	Gene Campbell	State Office Building, 5th Floor	866-6851	830-0793
School for the Deaf and the Blind	Dr. Marilyn Jaitly Superintendent	33 North Institute Street Colorado Springs (80903-3599)	(719) 578-2102 (Denver line) 534-7386	(719) 578-2239
Special Services	Dr. Brian McNulty	State Office Building, 4th Floor	866-6926	830-0793
Testing and Assessment	Dr. Wayne Martin	State Office Building, 5th Floor	866-6850	830-0793

DEPARTMENT OF HEALTH

Patricia A. Nolan, M.D., Executive Director
4300 Cherry Creek Drive South
Denver (80222-1530)
692-2000

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Administration and Support, Office of	Lee Thielen	4300 Cherry Creek Drive South	692-2100	782-0095
Laboratory Division	Ron Cada	4210 East 11th Avenue (80220-3716)	691-4700	393-7881
Health Statistics and Vital Records	Joe Carney	4300 Cherry Creek Drive South	692-2200	(800) 423-1108
Environment, Office of	Tom Looby	4300 Cherry Creek Drive South	692-3002	782-4969
Air Pollution Control Division	Paul Frohardt	4300 Cherry Creek Drive South	692-3100	782-5493
Consumer Protection Division	Tom Messenger	4300 Cherry Creek Drive South	692-3620	782-4969
Hazardous Materials and Waste Management Division	Dave Shelton	4300 Cherry Creek Drive South	692-3300	759-5355
Multi-Media Focal Group	Jackie Berardini	4300 Cherry Creek Drive South	692-3005	782-4969
Radiation Control Division	Bob Quillin	4300 Cherry Creek Drive South	692-3030	782-5083
Water Quality Control Division	Dave Holm	4300 Cherry Creek Drive South	692-3500	782-0390
Health, Office of	Merril Stern	4300 Cherry Creek Drive South	692-2100	782-0095
Alcohol and Drug Abuse Division	Bob Aukerman	4300 Cherry Creek Drive South	692-2930	782-4883
Emergency Medical Services Division	Larry McNatt	4300 Cherry Creek Drive South	692-2980	782-0904
Disease Control and Environmental Epidemiology Division	Ellen Mangione	4300 Cherry Creek Drive South	692-2700	782-0904
Family and Community Health Services Division	Dan Gossert	4300 Cherry Creek Drive South	692-2310	782-5576
Health Facilities Division	Paul Daraghy	4300 Cherry Creek Drive South	692-2800	782-4883
Prevention Programs Division	Snip Young	4300 Cherry Creek Drive South	692-2500	782-0095
Legislative Liaison	Ken Mesch	4300 Cherry Creek Drive South	692-2022	782-0095

DEPARTMENT OF HIGHER EDUCATION

Dr. David A. Longanecker, Executive Director
 Colorado Commission on Higher Education
 Colorado History Museum, 2nd Floor
 1300 Broadway (80203)
 866-2723 Fax: 860-9750

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Auraria Higher Education Center	JoAnn Soker	1027 9th Street Park, POB 173361 Campus Box A (80217-3361)	556-3291	556-2203
Colorado Council on the Arts	Barbara Neal	750 Pennsylvania Street (80203)	894-2617	894-2615
Colorado Advanced Technology Institute	Phillips (Phil) Bradford	1625 Broadway, Suite 700 (80202)	620-4777	620-4789
Colorado Historical Society	James E. Hartmann	Colorado History Museum 1300 Broadway	866-3355	866-5739
Colorado Student Loan Program	Robert Fomer	999 18th Street, Suite 425 (80202)	294-5050	294-5076
University of Colorado Central Administration	Dr. Judith E. N. Albino, President	914 Broadway, Boulder (80309)	492-6201	492-6772
Boulder	James Corbridge, Chancellor	914 Broadway, Boulder (80309)	492-8908	492-5105
Colorado Springs	Dwayne Nuzum, Chancellor	Box 7150, Colorado Springs (80933-7150)	(719) 593-3436	(719) 593-3362
Denver	John Buechner, Chancellor	1250 14th Street, Denver (80202)	556-2643	556-2164
CCHE Legislative Liaison	Harriet Crittenden LaMair	1300 Broadway, 2nd Floor	866-4039	860-9750
State Board of Agriculture (CSU System)	Dr. Al Yates, Chancellor	1625 Broadway, Suite 1460 (80202)	892-3800	491-0501
Colorado Community College and Occupational Education System	Dr. Jerome Wartgow, President	1391 North Speer Boulevard Suite 600 (80204)	620-4000	825-4295
Trustees of State Colleges in Colorado	Dr. Glenn Burnham	Spectrum Building, Suite 750 1580 Lincoln Street (80203)	866-2588	894-2459
University of Northern Colorado	Dr. Herman Lujan, President	Greeley (80639)	351-2121	351-1880
Colorado School of Mines	Dr. George Ansell	1500 Illinois Street, Golden (80401)	273-3280	330-5705

DEPARTMENT OF INSTITUTIONS

Barbara McDonnell, Executive Director
762-4410
Sheila Aderman, Associate Director, Program and Planning
762-4410
Imojean Vollack, Associate Director, Administration
762-4404
3550 West Oxford Avenue (80236)
762-4410

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Colorado Mental Health Institute at Pueblo	Dr. Harold Carmel	1600 West 24th Street Pueblo (81003)	(719) 546-4000	(719) 546-4484
Colorado Mental Health Institute at Fort Logan	Brock Willett, M.D.	3520 West Oxford Avenue (80236)	762-4695	762-4332
Developmental Disabilities	Brian Lensink Division Director	3824 West Princeton Circle (80236)	762-4560	762-4300
Regional Centers for Developmentally Disabled:				
Grand Junction Regional Center	Bill Jackson	2800 "D" Road Grand Junction (81501)	245-2100	248-4660
Pueblo Regional Center	Jim Duff	373 East Industrial Boulevard Pueblo West (81007)	(719) 547-2514	(719) 547-2519
Wheat Ridge Regional Center	Robert Rossi	10285 Ridge Road Wheat Ridge (80033)	424-7791	431-8731
Juvenile Parole Board	Mark Mandler	3550 West Oxford Avenue (80236)	762-4448	762-4686
Legislative Liaison	Dwight Eisnach	3550 West Oxford Avenue (80236)	762-4404	762-4686
Mental Health	George Kawamura Division Director	3520 West Oxford Avenue (80236)	762-4073	762-4373
Youth Services	Gerald Adamek Division Director	4255 South Knox Court (80236)	762-4695	762-1418

DEPARTMENT OF LABOR AND EMPLOYMENT

John J. Donlon, Executive Director
 600 Grant Street, Suite 900
 (80203)
 837-3801

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Employment Programs	Judy Rickendifer	600 Grant Street, 9th Floor	837-3900	837-3935
Field Operations	Bill Davis Tom Ivory Jake Trujillo Cynthia Withrow	600 Grant Street, 9th Floor	837-3926	837-3935
Industrial Claim Appeals Panel	Dona Halsey	The Chancery, Suite 704 1120 Lincoln Street	894-2378	894-2973
Labor	David Mitchem Director	The Chancery, 13th Floor 1120 Lincoln Street	894-7532	894-2973
Labor Market Information	Bill LaGrange	393 South Harlan	937-4946	937-4945
Legislative Liaison and Public Information Officer	Rosemary Marshall	600 Grant Street, 9th Floor	837-3804	837-3956
Unemployment Insurance	Don Peitersen	600 Grant Street, 9th Floor	837-3819	837-3956
Workers' Compensation	Ken Platt	The Chancery, 12th Floor 1120 Lincoln Street	764-4321	764-4318

DEPARTMENT OF LAW

Gale A. Norton, Attorney General
Raymond T. Slaughter, Chief Deputy Attorney General
Timothy M. Tymkovich, Solicitor General
1525 Sherman Street, 5th Floor
(80203-1712)
866-4500/866-3611 Fax: 866-5691

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Consumer Protection	Garth Lucero	1525 Sherman Street, 5th Floor	866-5189	866-5691
Office of Consumer Counsel	Ron Binz	1525 Sherman Street, 5th Floor	866-5224	866-5691
Uniform Consumer Credit Code	Laura Udis	1525 Sherman Street, 5th Floor	866-5304	866-5691
Criminal Enforcement	John Dailey	1525 Sherman Street, 5th Floor	866-5785	866-5691
General Legal Services	Maurice Knaizer	1525 Sherman Street, 5th Floor	866-5228	866-5691
Human Resources	Paul Farley	1525 Sherman Street, 5th Floor	866-5680	866-5691
POST Board	John Shell	1525 Sherman Street, 5th Floor	866-5692	866-5691
Legislative Liaison	Timothy Tymkovich	1525 Sherman Street, 5th Floor	866-3052	866-5691
Natural Resources	Patricia Bangert	1525 Sherman Street, 5th Floor	866-5072	866-5691
Regulatory Law	Merrill Shields	1525 Sherman Street, 5th Floor	866-5307	866-5691
Tort Litigation	Timothy Arnold	1525 Sherman Street, 5th Floor	866-5236	866-5691

DEPARTMENT OF LOCAL AFFAIRS

Larry Kallenberger, Executive Director
 Jerry Smith, Deputy Director
 Patricia Barela Rivera, Deputy Director
 Centennial Building, Room 518
 1313 Sherman Street (80203)
 866-2771 Fax: 866-2251

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Assessment Appeals, Board of	Diane DeVries Board Administrator	Centennial Building, Room 315	866-5880	866-4485
Economic Development Commission	Gayle Brody	Centennial Building, Room 518	866-2771	866-2251
Field Services	Bill Timmermeyer	Centennial Building, Room 518	866-2771	866-2251
Health Data Commission	Reid Reynolds	Centennial Building, Room 520	866-2156	866-2251
Housing, Division of	Tom Hart	Centennial Building, Room 323	866-2033	866-4485
Local Government, Division of	Hal Knott	Centennial Building, Room 520	866-2156	866-2251
Emergency Management, Office of	Leonard Boulas	Camp George West 15000 Old Golden Road, Golden (80401)	273-1622	273-1795
Motion Picture and TV Commission	Michael Klein	1625 Broadway, Room 1975 (80202)	572-5444	572-5099
Property Tax, Division of	Mary Huddleston	Centennial Building, Room 419	866-2371	866-4000
Rural Development, Office of	T. Michael Smith	Centennial Building, Room 518	866-2771	866-2251
Rural Job Training, Office of	Dwight Steele	1900 Grant Street, Suite 800	894-7410	894-7416
Tourism Board	Rich Meredith	1625 Broadway, Suite 1700 (80202)	592-5410	592-5406

DEPARTMENT OF MILITARY AFFAIRS

Major General John L. France, Adjutant General
Colonel Sal Villano, Jr., Deputy Adjutant General
Patriot Plaza
6848 South Revere Parkway
Englewood (80112-6703)
397-3000

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Civil Air Patrol	Colonel Gary Tobey	East 6th Avenue and Quebec Lowry A.F.B. (80230)	321-3713	321-3739
Legislative Liaison	Lorraine Izzi	Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703)	397-3007	397-3003
National Guard	Major General John L. France	Patriot Plaza 6848 South Revere Parkway Englewood (80112-6703)	397-3023	397-3003

DEPARTMENT OF NATURAL RESOURCES

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

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Geological Survey	William P. "Pat" Rogers Acting State Geologist	Centennial Building, 7th Floor	866-2611	866-2115
Land Commissioners, Board of	Max Vezzani Director	Centennial Building, 6th Floor	866-3454	866-3152
Legislative Liaison	Peter Evans	Centennial Building, 7th Floor	866-3311	866-2115
Minerals and Geology, Division of	Michael Long Director	Centennial Building, 2nd Floor	866-3567	832-8106
Oil and Gas Conservation Commission	Dennis Bicknell Director	1580 Logan, Room 380	894-2100	894-2109
Parks and Outdoor Recreation, Division of	Laurie Matthews	Centennial Building, 6th Floor	866-3437	866-3206
Soil Conservation Board	Dan Parker	Centennial Building, 2nd Floor	866-3351	866-8106
Water Conservation Board	Daries "Chuck" Lile Director	Centennial Building, 7th Floor	866-3441	866-4474
Water Resources, Division of	Hal Simpson State Engineer	Centennial Building, 8th Floor	866-3581	866-3589
Wildlife, Division of	Perry Olson	6060 Broadway (80216)	297-7208	294-0874

DEPARTMENT OF PERSONNEL

Shirley O. Harris, Executive Director
Jeff Schutt, Associate Director
Centennial Bulding, Room 122
1313 Sherman Street (80203)
866-2321

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Classification and Compensation	Ken Allikian	Centennial Building, Room 119	866-2455	866-2021
Benefits	Vacant	Centennial Building, Room 319	866-3434	866-3879
Computer Systems	Dale Kehl	Centennial Building, Room 119	866-2491	866-2021
Legislative Liaison	Sara Alt	Centennial Building, Room 122	866-2321	866-2021
Personnel Board	Mary Ann Whiteside	Centennial Building, Room 114	866-3244	866-2021
Policy/Budget	Vacant	Centennial Building, Room 319	866-3434	866-2021
Public Information	Sara Alt	Centennial Building, Room 122	866-2321	866-2021
Selection Center	Vacant	Centennial Building, Room 118	866-2431	866-2021
Technical and Consulting Services	Jerome C. Davies	Centennial Buiding, Room 115	866-2438	866-2021

DEPARTMENT OF PUBLIC SAFETY

David Thomas, Executive Director
239-4398
700 Kipling Street, Suite 3000
Denver (80215)
239-4400 Fax: 239-4506

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Colorado Bureau of Investigation	Carl Whiteside	690 Kipling Street Denver (80215)	239-4301	235-0568
Criminal Justice, Division of	Bill Woodward	700 Kipling Street, Suite 1000 Denver (80215)	239-4442	239-4491
Fire Safety, Division of	Dean Smith	700 Kipling Street, Suite 1200 Denver (80215)	239-4463	239-4405
Legislative Liaison	Darwin "Dar" Martens	700 Kipling Street, Suite 2000 Denver (80215)	239-4417	239-4480
State Patrol	John Dempsey	700 Kipling Street, Suite 3000 Denver (80215)	239-4403	239-4481

DEPARTMENT OF REGULATORY AGENCIES

Steven V. Berson, Executive Director
 1560 Broadway, Suite 1550
 Denver (80202)
 894-7855

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Banking, Division of	Barbara Walker Commissioner	1560 Broadway, Suite 1175	894-7575	894-7570
Civil Rights, Division of	Jack Lang y Marquez	1560 Broadway, Suite 1050	894-2997	894-7830
Financial Services	David L. Paul Commissioner	1560 Broadway, Suite 1520	894-2336	894-7885
Insurance, Division of	Joanne Hill Commissioner	1560 Broadway, Suite 850	894-7499	894-7455
Legislative Liaison	Fran LeDuke	1560 Broadway, Suite 1530	894-7839	894-7885
Office of Policy and Research (Sunset/Sunrise)	Brad Mallon	1560 Broadway, Suite 1550	894-7848	894-7885
Public Utilities Commission	Robert Temmer Acting Director	1580 Logan Street, Office Level 2 (80203)	894-2000	894-2065
Real Estate Commission	Michael Gorham	1776 Logan Street, 4th Floor (80203)	894-2166	894-2683
Registrations (professional and occupational licensing boards)	Bruce M. Douglas	1560 Broadway, Suite 1300	894-7690	894-7692
Regulatory Reform, Office of	Susan L. Warren Acting Director	1560 Broadway, Suite 1530	894-7839	894-7885
Securities, Division of	Philip A. Feigin	1580 Lincoln, Suite 420 (80203)	894-2320	861-2126

DEPARTMENT OF REVENUE

Renny Fagan, Executive Director
Amelie Buchanan, Deputy Director
Capitol Annex Building, Room 404
1375 Sherman Street (80261)
866-3091 Fax: 866-2400

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Gaming	Roger Morris	720 South Colorado Boulevard Suite 540-S (80222)	757-7555	757-8624
Information and Support Services	Gayne Nelson	Annex Building, Room 304	866-2797	866-2400
Legislative Liaison	Valerie Horwitz	Annex Building, Room 616	866-5645	866-4541
Liquor Enforcement	David Reitz	Annex Building, Room 600	866-3741	866-4541
Lottery	George Turner Director	201 West 8th Street, Suite 600 Pueblo 81003	(719) 546-2400	(719) 546-5208
Motor Vehicle	Dee Hartman	140 West 6th Avenue, Room 100 (80204)	572-5653	620-4962
Motor Vehicle Hearings	Chuck Howe	140 West 6th Avenue, Room 101 (80204)	572-5899	572-5700
Ports of Entry	Phil Vasquez	516 Acoma Street	572-5690	572-5764
Racing, Division of	Hector Rene Ramirez	1560 Broadway, Suite 1540	894-2990	894-7580
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	Ron Granner	Annex Building, Room 248	866-3212	866-3211
Taxpayer Services	Jim Davis	Annex Building, Room 204	866-5565	866-3211

DEPARTMENT OF SOCIAL SERVICES

Karen Beye, Acting Director
866-5800
Social Services Building
1575 Sherman Street (80203)
866-5700

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Aging and Adult Services	Rita Barreras	1575 Sherman, 4th Floor	866-3851	866-2704
Child Care Services	Grace Hardy	1575 Sherman, 1st Floor	866-5961	866-2704
Child Support Enforcement	Kathy Stumm	1575 Sherman, 2nd Floor	866-5994	866-2704
Child Welfare Services	Susan Klein-Rothschild	1575 Sherman, 2nd Floor	866-3672	866-2704
Direct Services Management	Don Bloomfield	1575 Sherman, 8th Floor	866-5500	866-4214
Financial/Contract Management	Pat Horton	1575 Sherman, 6th Floor	866-2423	866-4214
Food Assistance	Mark Tandberg	1575 Sherman, 3rd Floor	866-2535	866-2704
Human Resources & Quality Assurance	Bill LaVance	1575 Sherman, Ground Floor	866-3449	866-2704
Information Resource Management	Ken Muroya	1575 Sherman, 7th Floor	866-5978	866-4214
Legislative Liaison	Bill Hanna	1575 Sherman, 8th Floor	866-5900	866-4214
Medicaid Budget Non-Medicaid Budget	Marilyn Golden Al Martinez	1575 Sherman, 8th Floor	866-5624 866-3652	866-4214
Medical Services	David West	1575 Sherman, 10th Floor	866-6092	866-4214
Merit System	Jeff Schutt	1575 Sherman, 1st Floor	866-3900	866-2704
Nursing Homes - State and Veterans	Chip Roberts	1575 Sherman, 8th Floor	866-5500	866-4214
Office of Appeals/Regulations	John Kelley	1575 Sherman, 8th Floor	866-5977	866-4214
Rehabilitation Services	Tony Francavilla	1575 Sherman, 4th Floor	866-5196	866-2704
Refugee Services	Laurie Bagan	789 Sherman Street, Suite 250	863-8211	863-0838
Self-Sufficiency Programs	Sue Tuffin	1575 Sherman, 3rd Floor	866-4630	866-2704
State Board of Social Services	John Kelley	1575 Sherman, 8th Floor	866-5922	866-4214
Veterans Affairs	Dick Ceresko	1575 Sherman, 1st Floor	866-5025	866-2704

DEPARTMENT OF STATE

Natalie Meyer, Secretary of State
Marilyn Handley, Deputy Secretary of State
1560 Broadway, Suite 200 (80202)
894-2200
(press "4" for Administration)

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Corporations	Mike Shea	1560 Broadway, Suite 200	894-2251	894-2242
Elections	Donetta Davidson Elections Officer	1560 Broadway, Suite 200	894-2680 Ext 1	894-2242
Licensing (including bingo, raffles and notary)	Johanna Billmyer	1560 Broadway, Suite 200	894-2680 Ext 2	894-2242
Uniform Commercial Code (UCC)	Mike Shea	1560 Broadway, Suite 200	894-2200 Ext 3	894-2242

DEPARTMENT OF TRANSPORTATION

A. Ray Chamberlain, Executive Director
757-9201
Dwight Bower, Deputy Director
757-9205
4201 East Arkansas Avenue (80222)

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Aeronautics	Dennis Roberts	6848 South Revere Parkway, #3-101 Englewood (80112-6703)	397-3039	397-3042
Chief Engineer	Robert L. Clevenger	4201 East Arkansas Avenue	757-9204	757-9656
Information Systems	Don C. Kirkpatrick	4201 East Arkansas Avenue	757-9602	757-9667
Legislative Liaison	Glenn Vaad	4201 East Arkansas Avenue	757-9228	757-9153
Public and Intergovernmental Relations	Dan Hopkins	4201 East Arkansas Avenue	757-9469	757-9153
Transportation Development	Harvey R. Atchison	4201 East Arkansas Avenue	757-9525	757-9727
Transportation Safety	John E. Conger	4201 East Arkansas Avenue	757-9381	757-9439

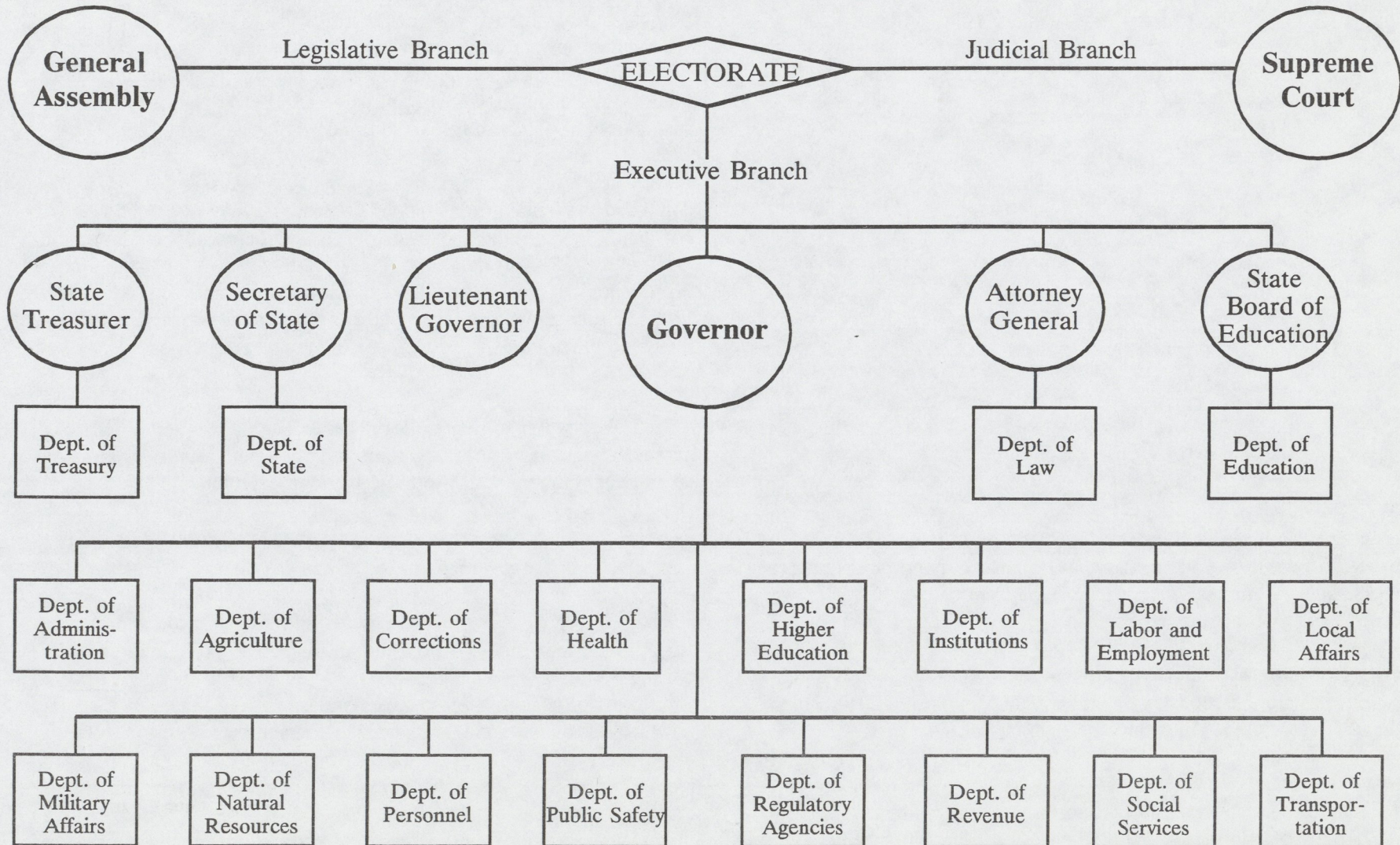
DEPARTMENT OF TREASURY

Gail Schoettler, State Treasurer
Greg Diamond, Deputy State Treasurer
State Capitol Building, Room 140
200 East Colfax Avenue (80203)
866-2441 Fax: 866-2123

Major Divisions or Sections

Agency	Director or Head	Location	Telephone	Fax
Administration	Carole Witka	State Capitol Building, Room 140	866-2441	866-2123
Accounting, Division of	Tom Hancock	State Capitol Building, Room 140	866-5649	866-2123
Investment, Division of	Virginia Wagner	State Capitol Building, Room 140	866-2757	866-2123
Legislative Liaison	Greg Diamond	State Capitol Building, Room 140	866-2441	866-2123
Unclaimed Property, Division of	Patty White	1560 Broadway, Suite 620 (80202)	894-2443	866-2123

STATE OF COLORADO ORGANIZATION CHART



Circles on this chart identify elected positions.

The Structure of the Executive Branch

A 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

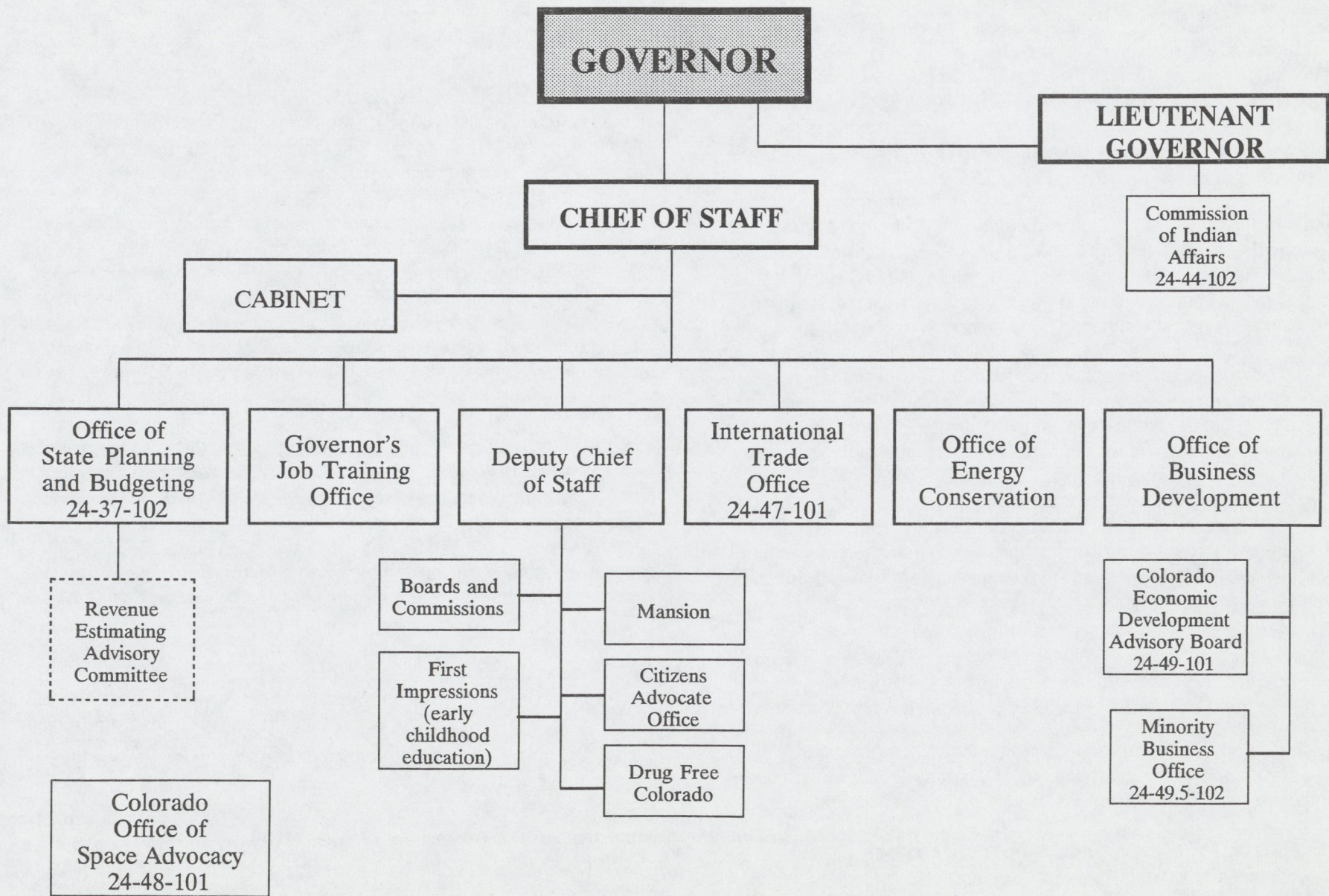
The amendment adopted at the 1966 general election as Section 22 of Article IV of the state constitution provided that by 1968 all executive agencies be allocated within not more than 20 departments.

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 newest twentieth department.



GOVERNOR'S OFFICE

FY 1992-93 Budget: \$51 million

Number of Personnel: 107

Major Functions: To ensure that the laws are faithfully executed

The constitution directs that the Governor be commander-in-chief 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.

Budgeting. 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.

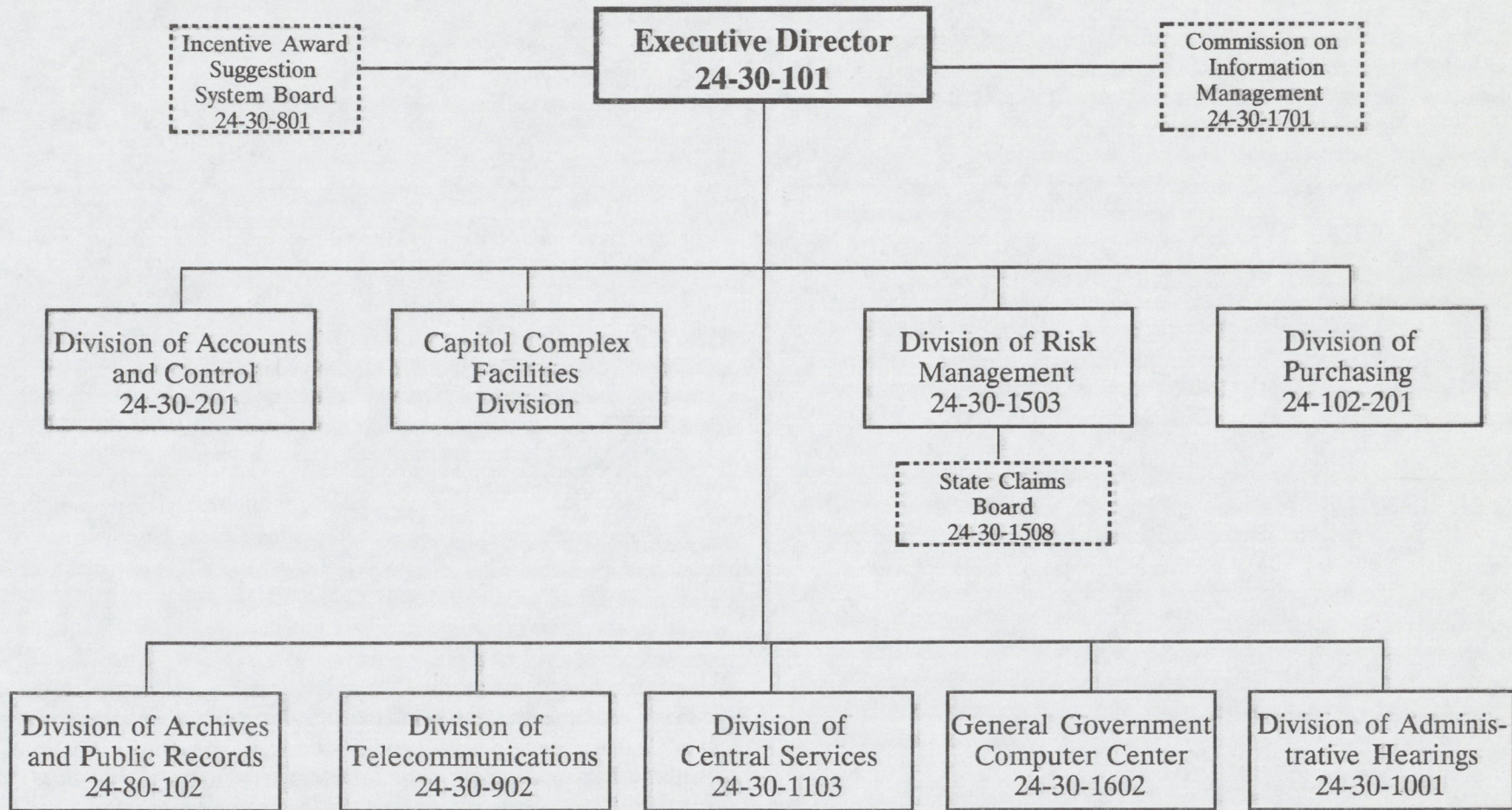
Minority Business Office. This office was established by the General Assembly in 1990. Funded primarily by the private sector, the office's responsibilities include networking among private and governmental entities, promoting minority business participation in government contracts, and mainstreaming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

DEPARTMENT OF ADMINISTRATION



DEPARTMENT OF ADMINISTRATION

FY 1992-93 Budget: \$87 million

Number of Personnel: 581

Major Functions: To increase the efficiency and cost-effectiveness of state government by providing prompt, quality services responsive to the needs of state agencies

The major agencies of the Department of Administration are grouped into four service groups: Finance and Real Estate, Information Management, Purchasing and Central Services, and Administrative Hearings.

Finance and Real Estate

Accounts and Control Division. This division 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 for the payment of state debts, promulgating of fiscal rules, and administering payroll for state employees.

Risk Management Division. This division was created in 1985 to administer the state's insurance programs, including the state's self-insured liability program which is a statewide self-insurance program for workers' compensation costs.

Capitol Complex Facilities Division. This division is responsible for maintaining 14 state-owned buildings, including the Capitol Complex. It provides maintenance and other related services including security to buildings, grounds and parking in the Capitol buildings area, the Governor's residence, and the General

Government Computer Center. The division is also responsible for the operation, maintenance and security of the State Services Center Building in Grand Junction.

Information Management

Commission on Information Management. This advisory commission was established in 1987 to oversee strategic planning and set policy for the state's information systems, primarily data processing systems. The commission comprises both private and public members that advise the governor and legislature on data processing matters.

General Government Computer Center (GGCC). The center, which is funded as a revolving fund agency, provides data entry, systems development, programming services, and operational support for most agencies within the legislative, judicial and executive branches of government.

Archives and Public Records Division. This division is responsible for a statewide records management program for state and local governments. Responsibilities include the destruction of records of limited value and preservation of the state's legal, administrative, historical and other research records of value.

Telecommunications Division. This division provides engineering services for telephone systems, for two-way radio systems, and operates and maintains the telecommunications network for both voice and data communications for 250 governmental agencies. Voice, data, and video communication is carried over the state-owned microwave and private carrier lines.

Purchasing and Central Services

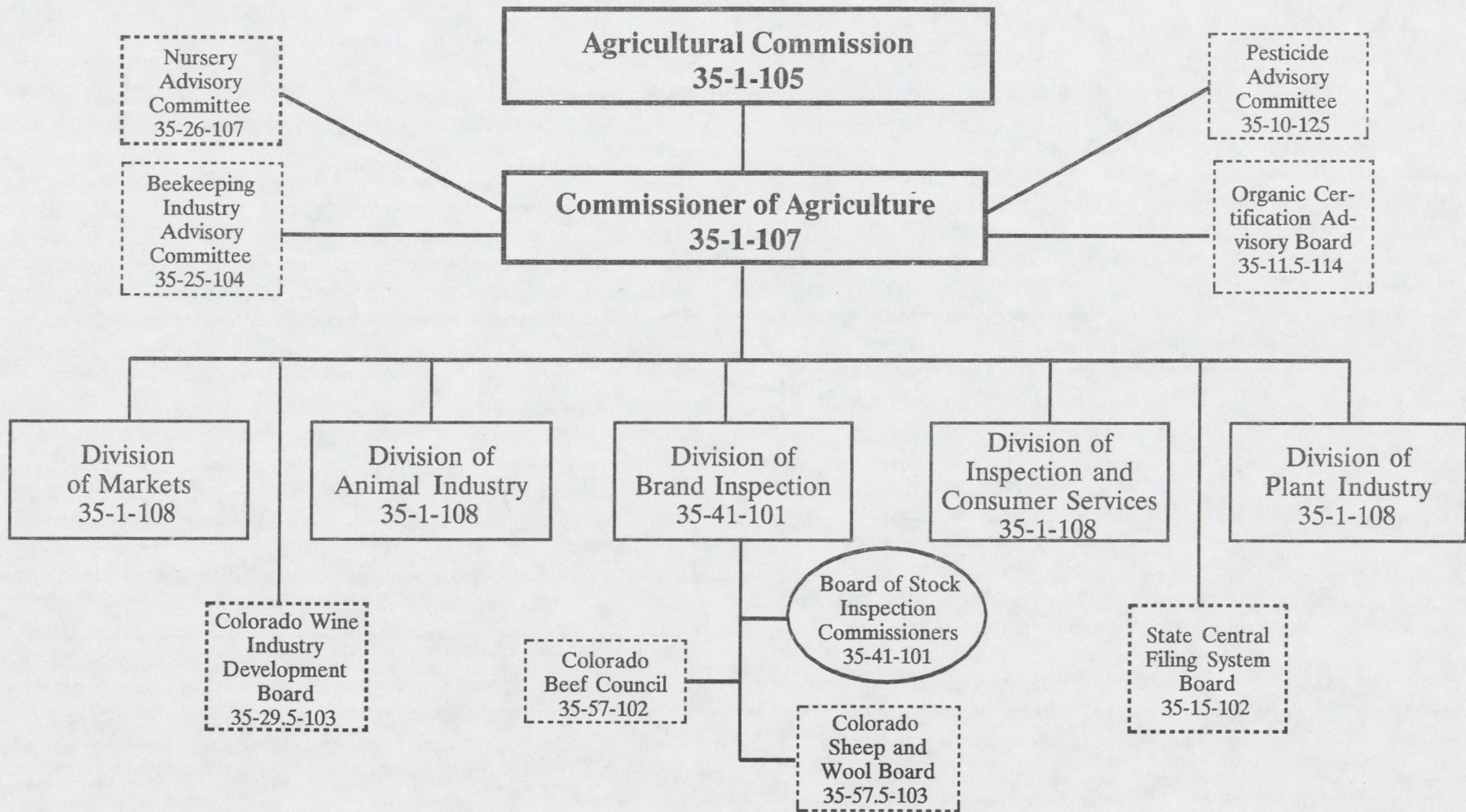
Purchasing Division. This division establishes procurement policies for all goods and services required by state agencies, including those of higher education. Procurements are monitored by the division to ensure a fair and competitive process for meeting state needs. The division also provides consultation to agencies seeking technical assistance in Requests for Proposals (RFPs) preparation and securing supplies and services. In July 1992, the duties and employees of the State Buildings Division were integrated into this division. The duties transferred include coordination of office leasing and management, and construction bidding and contracting services.

Central Services Division. This division provides centralized printing, commercial art services, mail and courier services, vehicle fleet management, and microfilming for state agencies (particularly those in the Denver metro area) at a cost that is competitive with private enterprise and at a lower cost than agencies can provide independently. The division is entirely cash funded.

Administrative Hearings

Administrative Hearings Division. This division provides a pool of administrative law judges for the Departments of Social Services and Regulatory Agencies and on workers' compensation issues.

DEPARTMENT OF AGRICULTURE



DEPARTMENT OF AGRICULTURE

FY 1992-93 Budget: \$16 million

Number of Personnel: 247

Major Functions: To regulate the activities and promote the well-being of agriculture within Colorado

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.

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 man 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 programs of this agency are cash funded, and are designed to verify the identity and legal title to livestock whenever and wherever required.

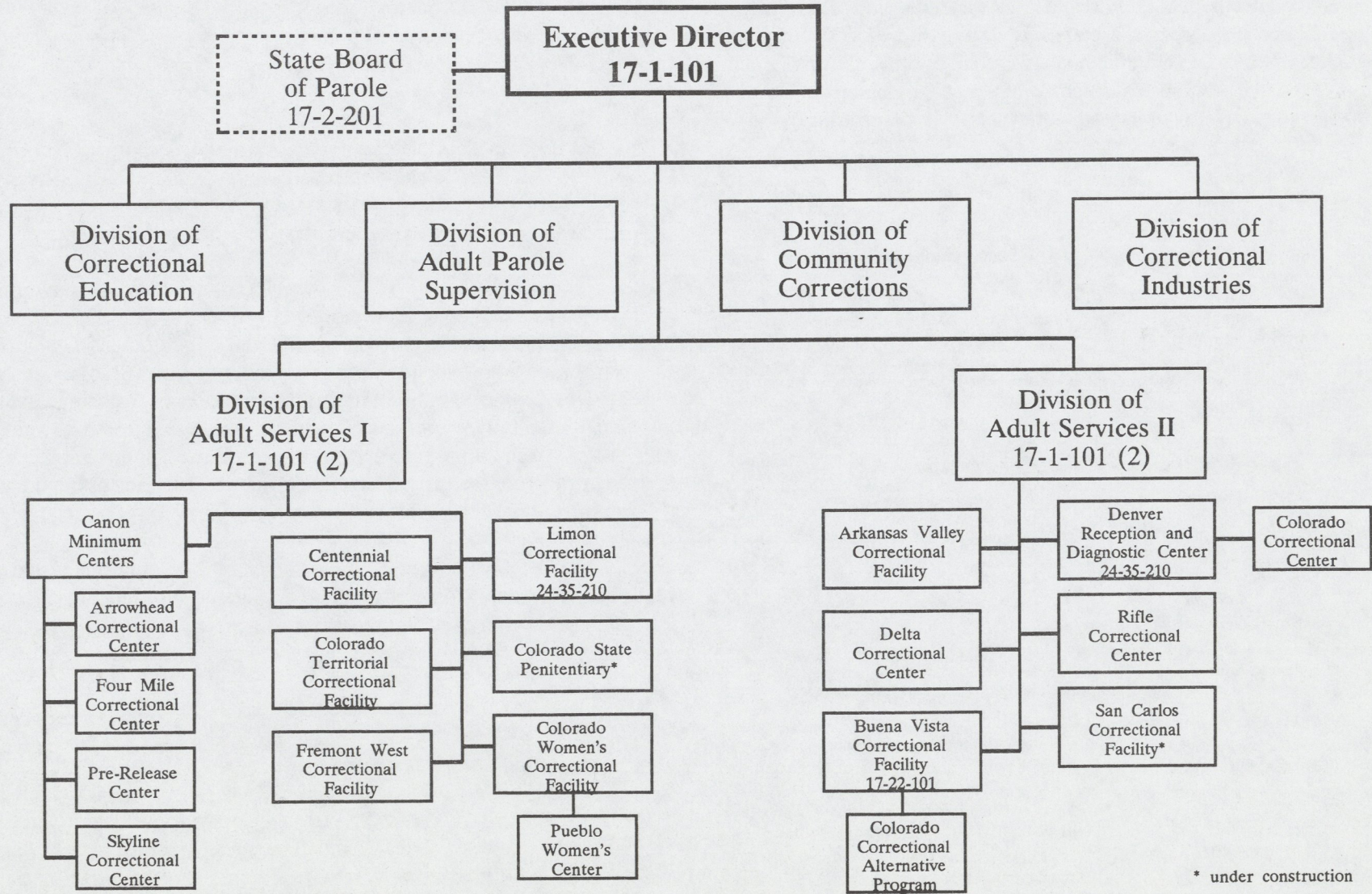
The Brand Inspection Division records and assesses all brands in the state, and serves violation notices on individuals not complying with the brand inspection laws. Included in this division are the *Colorado Beef Council* and the *Colorado Sheep and Wool Board*.

The *Colorado Beef Council* is composed of eight members appointed by the Governor. The council is established to promote and stimulate (by research, education, advertising, and other methods) the increased and efficient production, distribution, use, and sale of cattle and beef products. The Colorado beef council is a cash-funded program supported entirely by assessments on cattle producers, packers, purveyors, cattle feeders, and dairymen.

The *Colorado Sheep and Wool Board* is composed of nine members appointed by the Commissioner of Agriculture. The board promotes the increased and efficient production, distribution, use, and sale of sheep and sheep products. The program is designed to maintain and expand the sheep industry in Colorado and nationwide. This cash funded program is supported entirely by sheep producers' check-off fee of 17 cents per head per year.

State Central Filing System Board. This nine-member board is responsible for maintaining a centralized computer system to store information on all liens on Colorado agricultural products.

DEPARTMENT OF CORRECTIONS



* under construction

DEPARTMENT OF CORRECTIONS

FY 1992-93 Budget: \$185 million

Number of Personnel: 3,041

Major Functions: To control and manage offenders during confinement and to supervise offenders during parole

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

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 is given 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.

Divisions of Adult Services I and II (also called Division of Prisons Units I and II). The department operates correctional facilities housing over 7,000 inmates. The location of the institutional facilities within these divisions, and their classifications are listed below.

	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	Minimum Restricted
	Centennial Correctional Facility	Close to Medium
	Colorado Women's Correctional Facility	Minimum to Maximum
	Colorado Territorial Correctional Facility	Medium
	Four-Mile Correctional Center	Minimum Restricted
	Fremont West Correctional Facility	Medium
	Pre-Release Center	Minimum Restricted
	Skyline Correctional Center	Minimum
	Colorado State Penitentiary*	Maximum
Delta	Delta Correctional Center	Minimum
Denver	Denver Reception and Diagnostic Center	Maximum
Golden	Colorado Correctional Center	Minimum
Limon	Limon Correctional Facility	Close to Medium
Crowley	Arkansas Valley Correctional Facility	Medium
Pueblo	Women's Correctional Center	Minimum
	San Carlos Correctional Facility (mentally ill)*	Maximum
Rifle	Rifle Correctional Center	Minimum

* under construction

Community Corrections Division. This division coordinates offender referral and management of approximately 700 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.

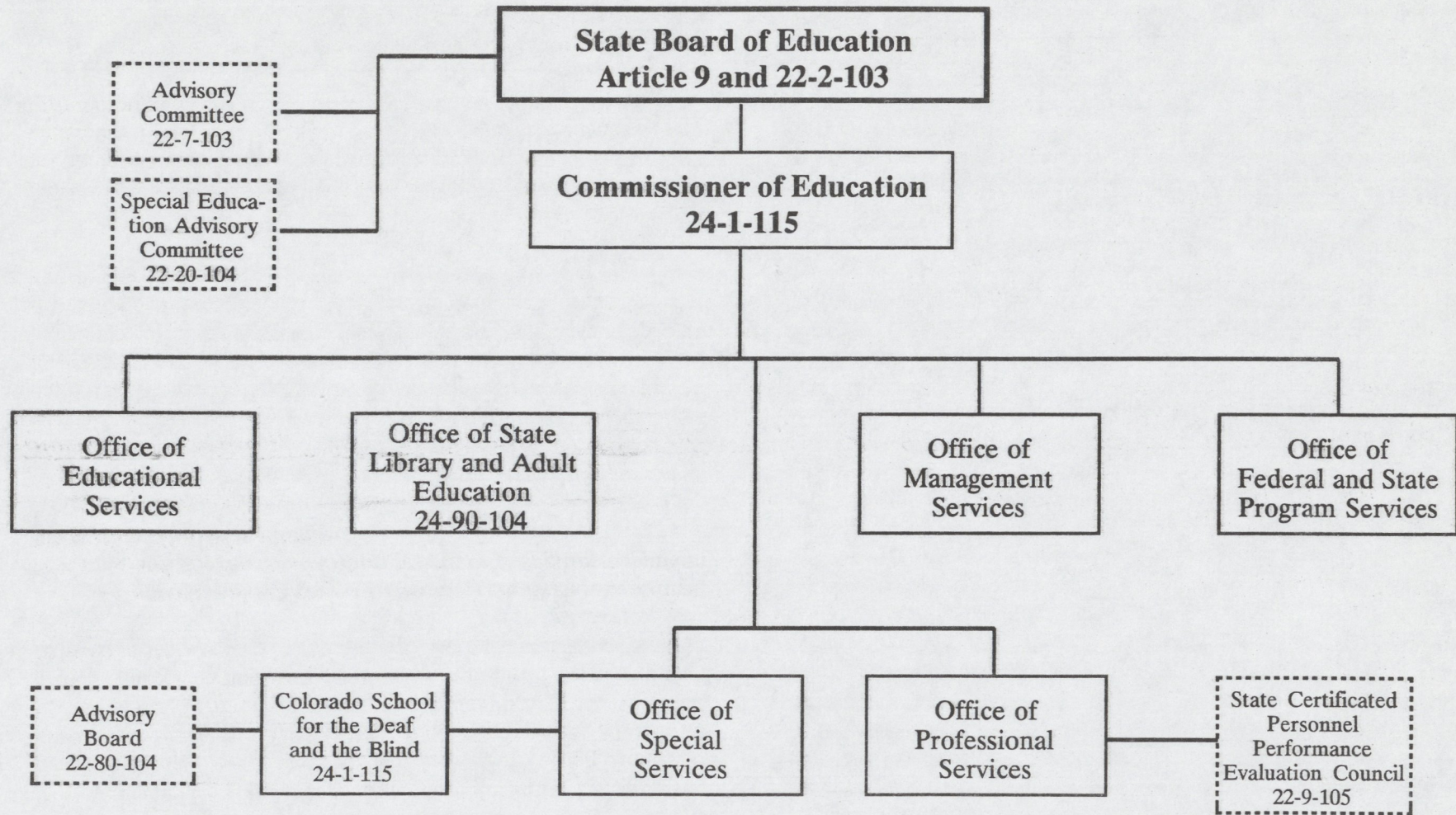
Adult Parole Supervision Division. This division supervises approximately 2,600 parolees. It provides a more rigorous parole program for higher risk offenders.

Correctional Industries Division. This division is designed to provide inmates with job training, reduce the costs of incarceration to Colorado taxpayers, and 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.

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

DEPARTMENT OF EDUCATION

24-1-115



DEPARTMENT OF EDUCATION

FY 1992-93 Budget: \$1,540 million

Number of Personnel: 383

Major Functions: To provide leadership and support services to local public school districts; develop, promote, and deliver adult education and library services; and distribute state and federal aid moneys to local public school districts

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 for 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.

Office of State Library and Adult Education. Library and adult education services are provided by this 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 certification of teachers and administrators. The unit is cash funded through fees imposed on certification applicants. The *State Certificated Personnel Performance Evaluation Council* was created in 1984 to report to the State Board of Education on the implementation and assessment of performance evaluation systems for certificated personnel.

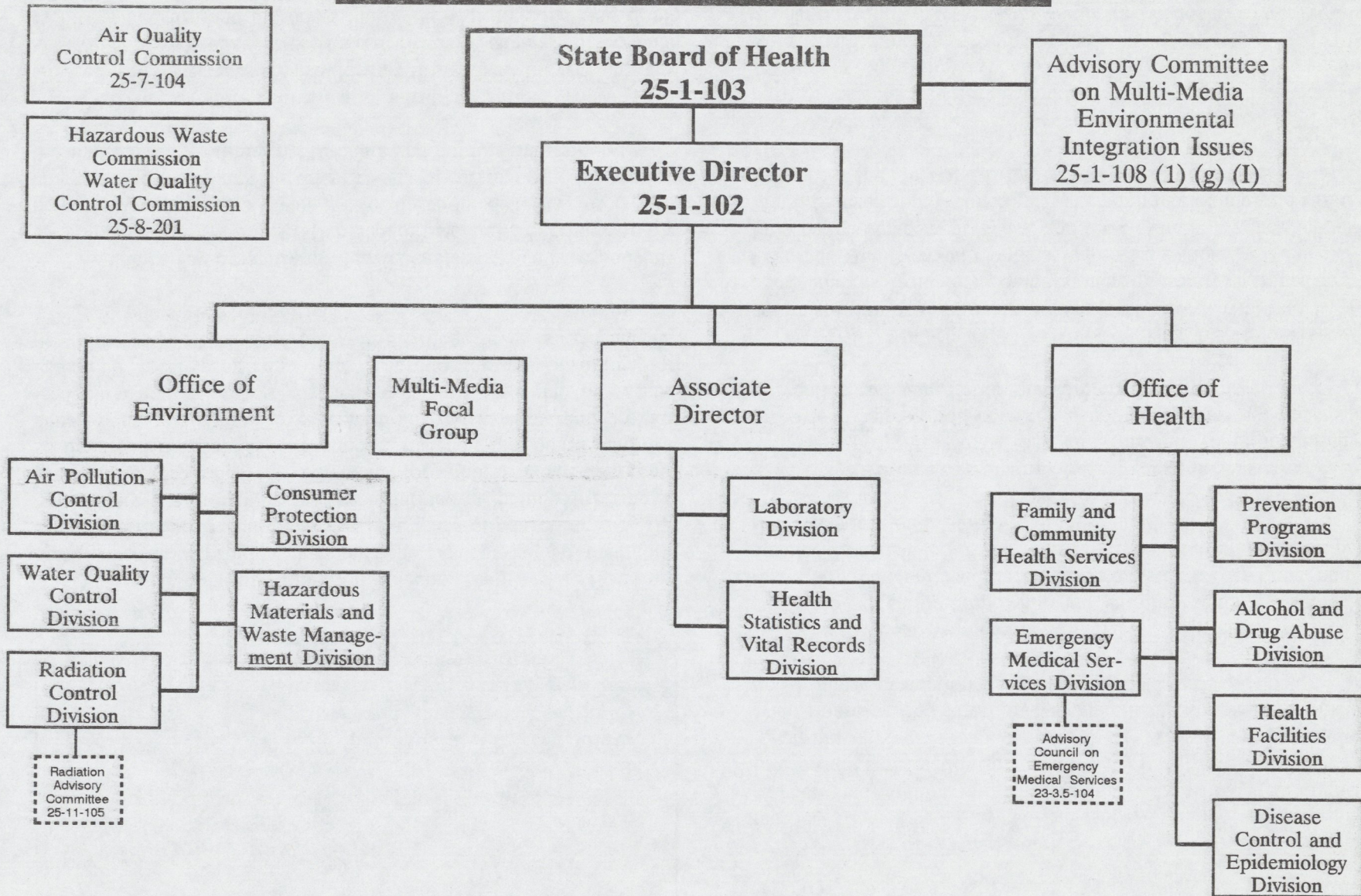
Office of Management Services. This office establishes statewide budgeting, reporting and auditing standards for school districts. The unit audits the largest districts each year and the smaller districts every three years. In addition, the unit administers the transportation program for school children.

Office of Federal and State Program Services. Federal and state programs for at-risk children and youth including the provision of preschool, comprehensive health services, and dropout prevention and remediation are administered by this office.

Office of Special Services. This office oversees the administration of the Special Education Services Unit and is given extra charges from the Commissioner; presently assigned are the Colorado Achievement Commission on Education Task Forces, the Preschool Management Team, and the Colorado Magnet School for Math, Science and Technology. The administration of the Colorado School for the Deaf and Blind is also under this office.

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.

DEPARTMENT OF HEALTH



DEPARTMENT OF HEALTH

FY 1992-93 Budget: \$179 million

Number of Personnel: 1,041

Major Functions: To administer environmental protection and consumer protection activities; develop a plan leading to coordination of health care services; administer health and medical care regulation activities in health facilities and provide special health services for groups in need

State Board of Health. This board, which consists of nine gubernatorially appointed members, is the policymaking body for the department. In 1992, the General Assembly established an Advisory Committee on Multi-Media Environmental Integration Issues headed by the chairman of the state board. The advisory committee's statutory responsibilities include anticipating areas of potential overlap, duplication, and inconsistency among the various programs and develop recommendations to minimize regulatory inefficiencies; and reviewing and considering opportunities to streamline and improve regulatory systems, and making recommendations to the board, the commissions, and the department. The same statute directs the board to facilitate resolution of conflicting provisions among the rules of the board, the Water Quality Commission, the Air Quality Commission, and the Hazardous Waste Commission.

Divisions Under the Associate Director

Laboratory 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 laboratory 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.

Health Statistics and Vital Records 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.

Office of Health

Within this office are programs that 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 are also 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 Institutions; 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-borne disease control programs. The *Environmental Epidemiology Section* manages a craniosynostosis 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. A birth defects registry has been developed.

Family and Community Health Services Division. The following sections are in this division: Family Planning, Children's Adolescent Health, Rural and Primary Health Care, and Community Nursing. The division is responsible for assuring availability of health and medical 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 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.

Alcohol and Drug Abuse Division. This agency plans, develops, and implements alcohol and drug abuse services in Colorado, including prevention, intervention, and treatment services.

The division contracts for alcohol or drug treatment programs and prevention/intervention programs, certifies substance abuse counselors, handles involuntary commitments into alcohol treatment programs, oversees the methadone treatment program and operates the Colorado State Employee Assistance Program. The staff also oversees the training, certification, and evaluation of alcohol and drug abuse evaluators who assess convicted drunk drivers and recommend appropriate treatment to the presiding judge.

Office of Environment

This office is responsible for protecting people from air and water pollution, toxic waste and radiation in the environment; protecting them against contamination in food, drinking water and consumer products; and ensuring adequate sanitation in restaurants and other public facilities. These responsibilities are carried out through five major agencies. 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. The *Multi-Media Focal Group* is responsible for managing multi-media environmental programs. These programs involve two or more of the following "media": air, land, water, and the ecosystem of the state of Colorado. The group will include the Emergency Management Unit, the Rocky Flats Program Unit, and the Pollution Prevention Unit.

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. The Water Quality Control 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.

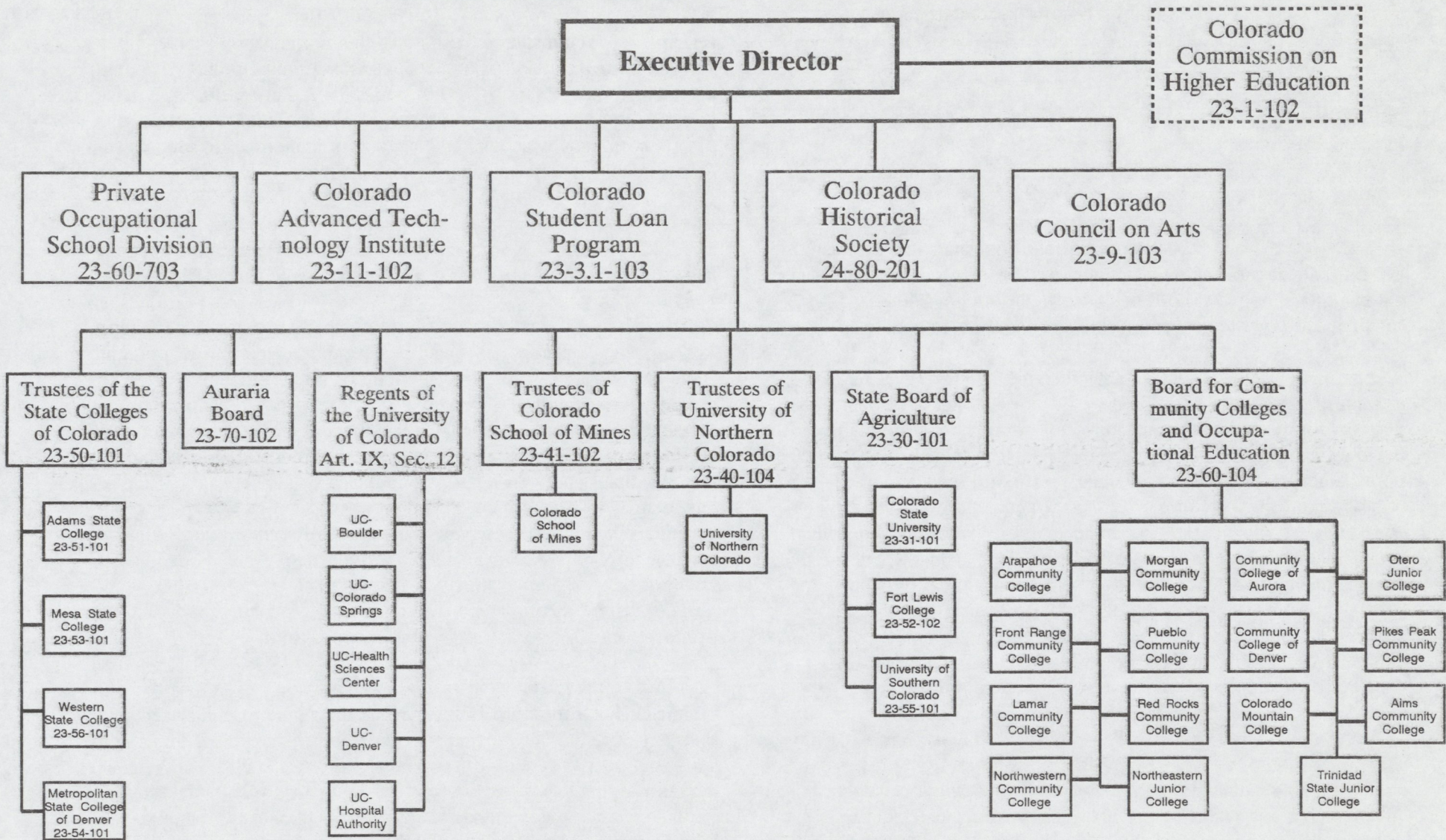
Radiation Control Division. This division seeks to prevent risks to health from all ionizing radiation sources through regulation

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 occupational accident or environmental contamination. A Rocky Flats program was formed in 1989 in response to safety and environmental concerns at the Jefferson Facility.

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 HIGHER EDUCATION
24-1-114



DEPARTMENT OF HIGHER EDUCATION

FY 1992-93 Budget: \$1,078 million

Number of Full-time Personnel: 18,432

Major Functions: To administer programs of the Colorado Commission on Higher Education, the Colorado Student Loan Program, the Colorado Advanced Technology Institute, 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; establishes budget submission dates; studies each budget request to determine consistency with state plans, policies and institutional roles and missions; and establishes for the Governor and the General Assembly the distribution formula for appropriations under statutory principal.
- capital construction: 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 Joint Budget 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, discontinues academic or vocational 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; makes recommendations regarding the establishment of additional 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; develops criteria to determine whether an institution should be consolidated or closed and submit recommendations for any such action to the General Assembly; and conducts statistical studies to assist schools in making use of facilities and staff. The commission reports annually to legislative committees on their research and recommendations.
- state administrative agencies: recommends to appropriate state agencies systems of purchasing, fiscal rules, personnel policies, and post-audit procedures as they relate to educational institutions.

- other functions and powers: serves as the agency for the administration of funds under the Higher Education Facilities Act; 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 in schools; establishes policies for determining residency status for tuition purposes; establishes new 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.

Colorado Advanced Technology Institute. Created in 1984, the institute seeks to provide state-of-the-art equipment and facilities at state colleges and universities as a method of enhancing research and education in the area of advanced technology. The institute is administered by ten commissioners charged with making assessments of long-range goals and capabilities of institutions and distributing equipment and monies among institutions based upon priorities established by the commissioners.

The Colorado Student Loan Program. The responsibilities of this division includes 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; the Health Sciences Center; the Psychopathic Hospital; the Medical School; the Nursing School; the Dental

School; and the Children's Diagnostic 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 and 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 is given 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 state.

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) is given authority over the operation of this institution of higher education located in Greeley.

The Trustees of the State Colleges in Colorado. This eight-member (which now includes a student) board 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 is the eight-member (including a student) governing body 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, Northeastern Junior 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. There are twenty-two area vocational schools, many of which are housed in community colleges offering approved postsecondary vocational programs for credit. Seven 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 develop 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 advisory boards.

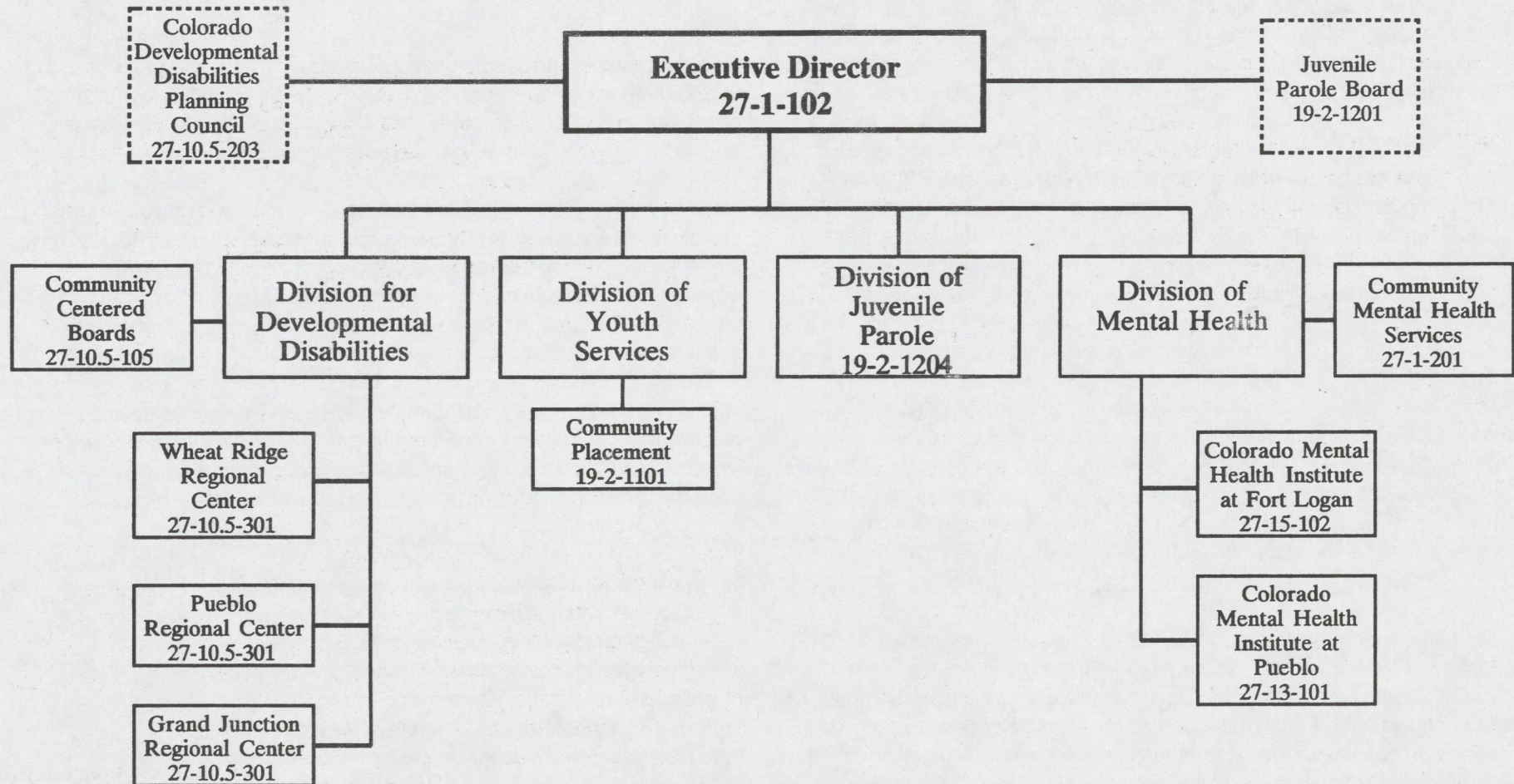
- *A State Advisory Council* is appointed by the Board for Community Colleges and Occupational Education to assist the board in carrying out its responsibilities regarding occupational education.
- *College Advisory Councils* are appointed by the Governor for each community and technical college. They 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 (C.R.S. 2303.10293) to increase the availability of student loan funds. The authority is composed of a nine-member board of directors.

The *Colorado Postsecondary Educational Facilities Authority* was established in 1981 (C.R.S. 23-15-104) as a political subdivision and it is authorized to provide and assist in the provision of buildings for participating postsecondary educational institutions in Colorado. It may issue bonds or lease or acquire property.

DEPARTMENT OF INSTITUTIONS



DEPARTMENT OF INSTITUTIONS

FY 1992-93 Budget: \$360 million

Number of Personnel: 3,708

Major Functions: To manage the state's institutional programs and facilities; perform custody and care functions for juveniles; and provide care and treatment for the developmentally disabled and mentally ill. The department also contracts with private, nonprofit agencies to provide community-based services for these programs.

The department operates 15 institutions across the state — two mental health institutes, three regional centers for persons with developmental disabilities, and ten facilities for juvenile delinquents and for those needing short-term detention.

Juvenile Parole Board. Juveniles committed as delinquents to the Department of Institutions are released from custody by the Juvenile Parole Board, whose seven members are appointed by the Governor with consent of the Senate. The board is responsible for granting, deferring, suspending, revoking, and setting the terms of parole for these youths.

Developmental Disabilities Division. This division administers 3 regional centers and purchases services from 20 community centered boards through the state. The division's central administrative office is located at Fort Logan Mental Health Center in Denver.

Developmental Disabilities Planning Council. The council is an advocacy and planning body appointed by the Governor to supervise the development and implementation of a comprehensive state plan for the delivery of services to developmentally disabled

persons. It acts in an advisory capacity to all state agencies impacting services to disabled persons.

Community Centered Boards. Community services for the developmentally disabled are provided by community centered boards. The division contracts with these boards to provide services such as infant stimulation, preschool, adult activities, and vocational activities. Community day program services provide both habilitative and vocational services in structured program settings to persons with developmental disabilities. Community residential programs provide services of varying intensity on a continuing basis.

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

Mental Health Division. This division provides services to the citizens of the state through the administration of two state psychiatric hospitals — the Colorado Mental Health Institute at Pueblo and the Colorado Mental Health Institute at Fort Logan — and through the purchase of services from 17 mental health centers and clinics throughout the state. Over 90 percent of the clients served in the hospitals will be referred from either the community mental health centers or the court system.

Mental Health Institutes. The Mental Health Institute at Pueblo was established in 1879 and provides medical, psychiatric, and administrative support to comprehensive mental health centers and clinics in 57 counties. Forensic psychiatry, drug treatment, and general hospital services are provided to patients from all 63 Colorado counties. The Mental Health Institute at Fort Logan was established in 1961 as the state's second state psychiatric hospital. It provides a variety of mental health treatment programs to citizens

of the Denver area and the North Central and Northeast Colorado areas.

Community Mental Health Services. The department can purchase community mental health services from clinics, community mental health centers, local general and psychiatric hospitals and other approved agencies.

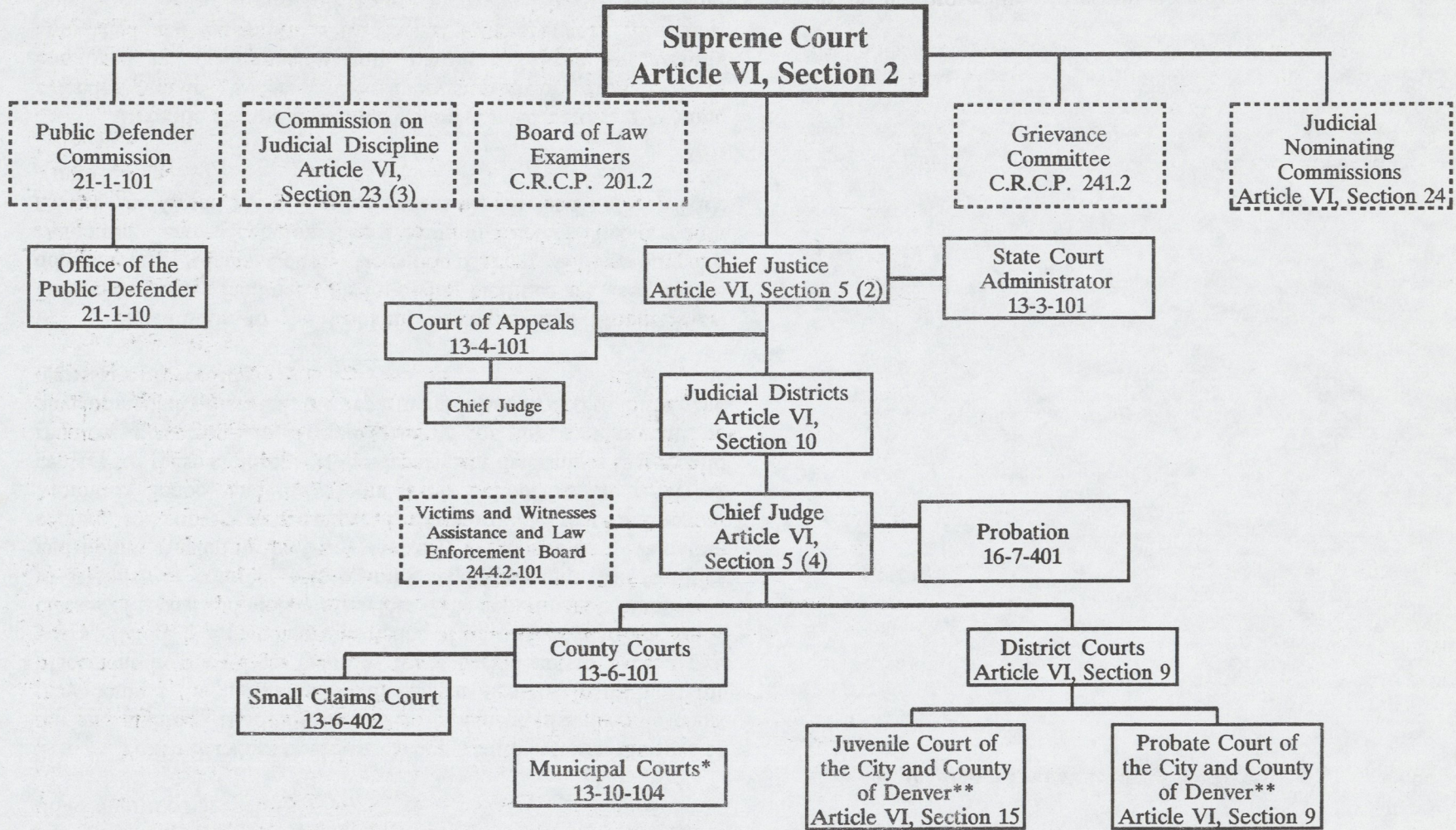
Youth Services Division. When a child between the ages of ten and eighteen is adjudicated as a delinquent, the juvenile court may commit the individual to the Department of Institutions for placement in one of its facilities for a period not to exceed two years. There is a mandatory sentence of up to five years for some classes of repeat and violent offenders. The department is authorized to establish or contract with training schools, group care facilities and homes (including half-way houses), diagnostic and evaluation centers, and conservation camps. The law provides that the Lookout Mountain School and the Mount View School be the receiving centers for these children. 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.

In addition to the Lookout Mountain and Mount View Detention Center facilities, the following facilities are used by the department: Adams County Detention Center, Gilliam Juvenile Detention Center, Zebulon Pike Detention Center, Pueblo Youth Center, the Grand Mesa Youth Services Center, and Lathrop Park Youth Camp.

Juvenile Parole Division. Once granted parole, a juvenile offender remains under parole supervision from parole officers employed by this division until parole has been successfully completed and the youth is discharged by the board. For most youths, discharge from parole occurs approximately two years after commitment, unless the juvenile was committed as an aggravated offender.

JUDICIAL DEPARTMENT

Article VI, Section 1



* Created and maintained by local government but subject to Supreme Court rules and procedures.

** Exclusive to the City and County of Denver, Judicial District No. 2. In the other 21 districts the district court is responsible for both juvenile and probate matters.

THE JUDICIAL BRANCH

FY 1992-93 Budget: \$129 million

Number of Personnel: 2,236

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 have 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.

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.

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 Bar.

Grievance Committee. This committee is appointed by the Supreme Court and consists of 19 members, 15 of which must be members of the Colorado Bar. The committee is charged with conducting investigations into the alleged misconduct or disabilities of attorneys.

Court of Appeals

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 argument.

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. There are 114 district judges serving 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.

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 his 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.

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.

Courts of Limited Jurisdiction

County Courts. There are 114 county court judges 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 \$3,500. Neither party may be represented by an attorney, and jury trials are not permitted.

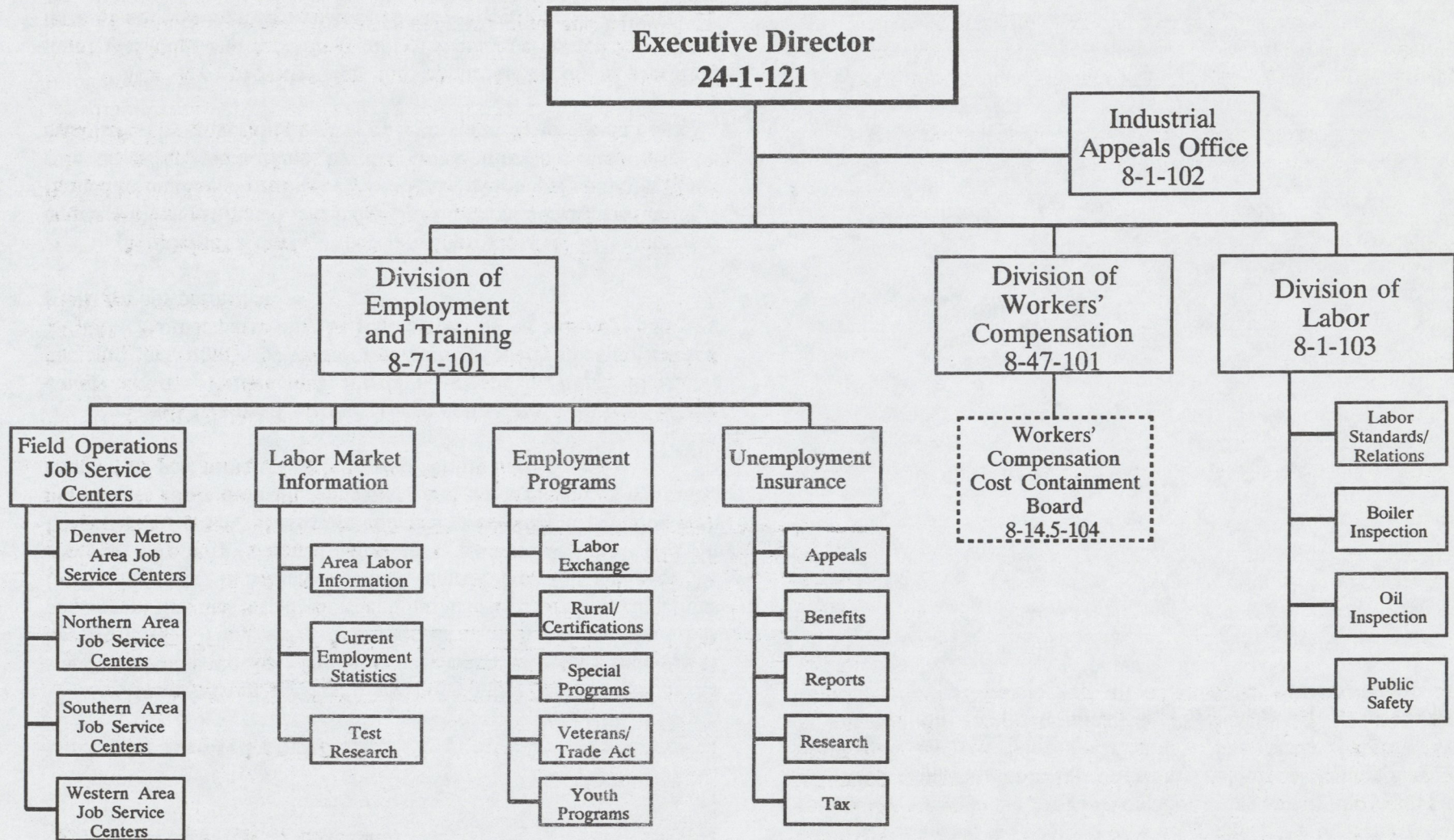
Municipal Courts. There are approximately 210 municipal courts with an estimated 240 judges. Municipal court jurisdiction is limited to municipal ordinance violations. Municipal courts in home rule cities are authorized by the constitution but may also be established by governing bodies of both statutory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



DEPARTMENT OF LABOR AND EMPLOYMENT

FY 1992-93 Budget: \$66 million

Number of Personnel: 1,021

Major Functions: To administer federal and state funded programs of service to employers, employees, and the unemployed, as well as to provide inspection and regulation of certain facilities and services.

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 power 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 providing employment services for both disabled and all other veterans;
- the housing inspection service in support of 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.

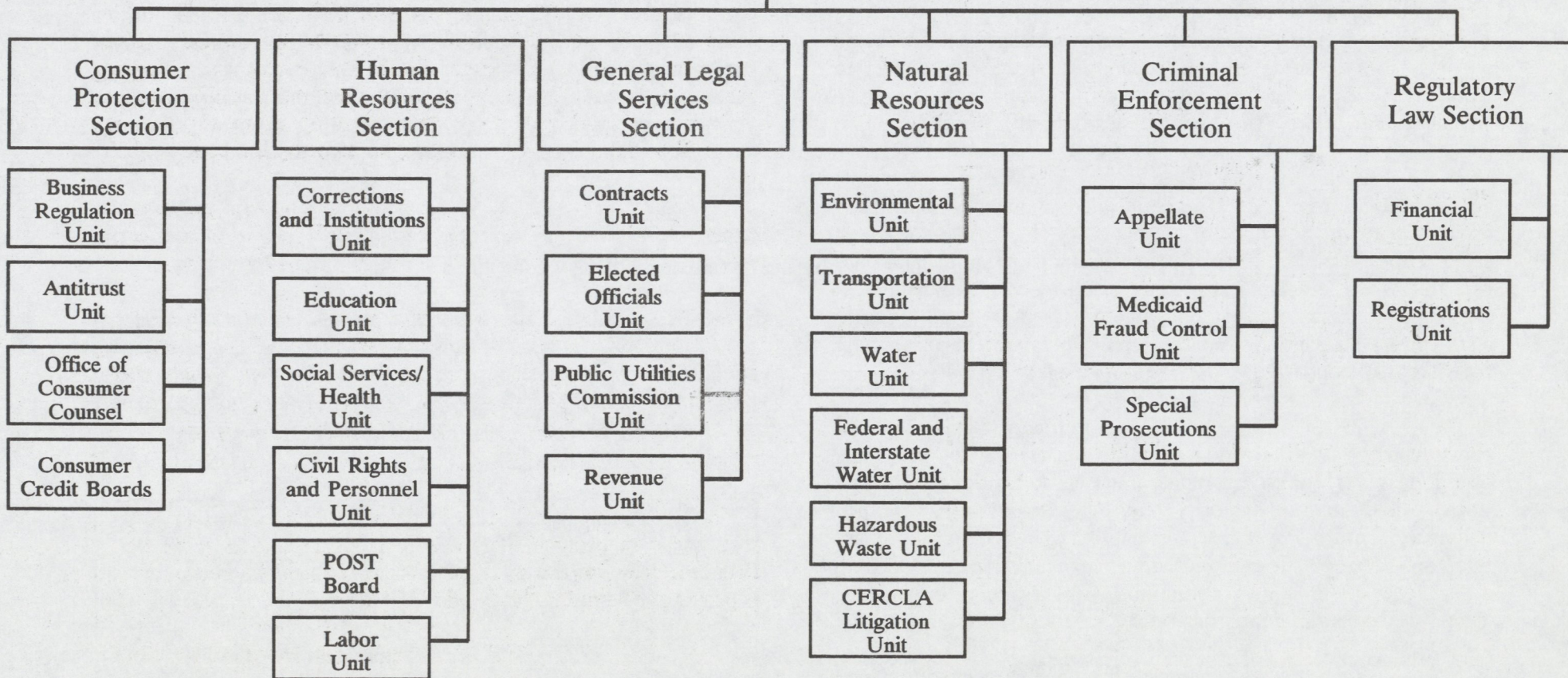
Division of Workers' Compensation. This division was created in 1990 to administer the provisions of the Workers' Compensation Act. State law provides a framework for the delivery of benefits to industrially injured workers which includes a mechanism for dispute resolution and rules on the maintenance of records. The division is responsible for reviewing claims. The division also administers cases contested by either party.

The division administers the Workers' Compensation Self-insurance program which covers approximately 12 percent of the non-federal employment in Colorado.

DEPARTMENT OF LAW

Office of the Attorney General

Tort Litigation Section



DEPARTMENT OF LAW

FY 1992-93 Budget: \$21 million

Number of Personnel: 286

Major Functions: To serve as legal counsel and advisor to all agencies of state government, including the General Assembly 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 may 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.

Tort Litigation Section. With the establishment of state self-insurance by the legislature in 1985, the DOL was designated to represent the state in liability cases.

Consumer Protection Section. This section enforces the Colorado Consumer Protection Act, state and federal antitrust laws, and the Uniform Consumer Credit Code. Also in this section is the Office of Consumer Counsel, which represents the public interest and specific interests of residential, agricultural and small business consumers in proceedings before the Public Utilities Commission and in appellate courts.

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 which 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 (excluding the Civil Rights Division).

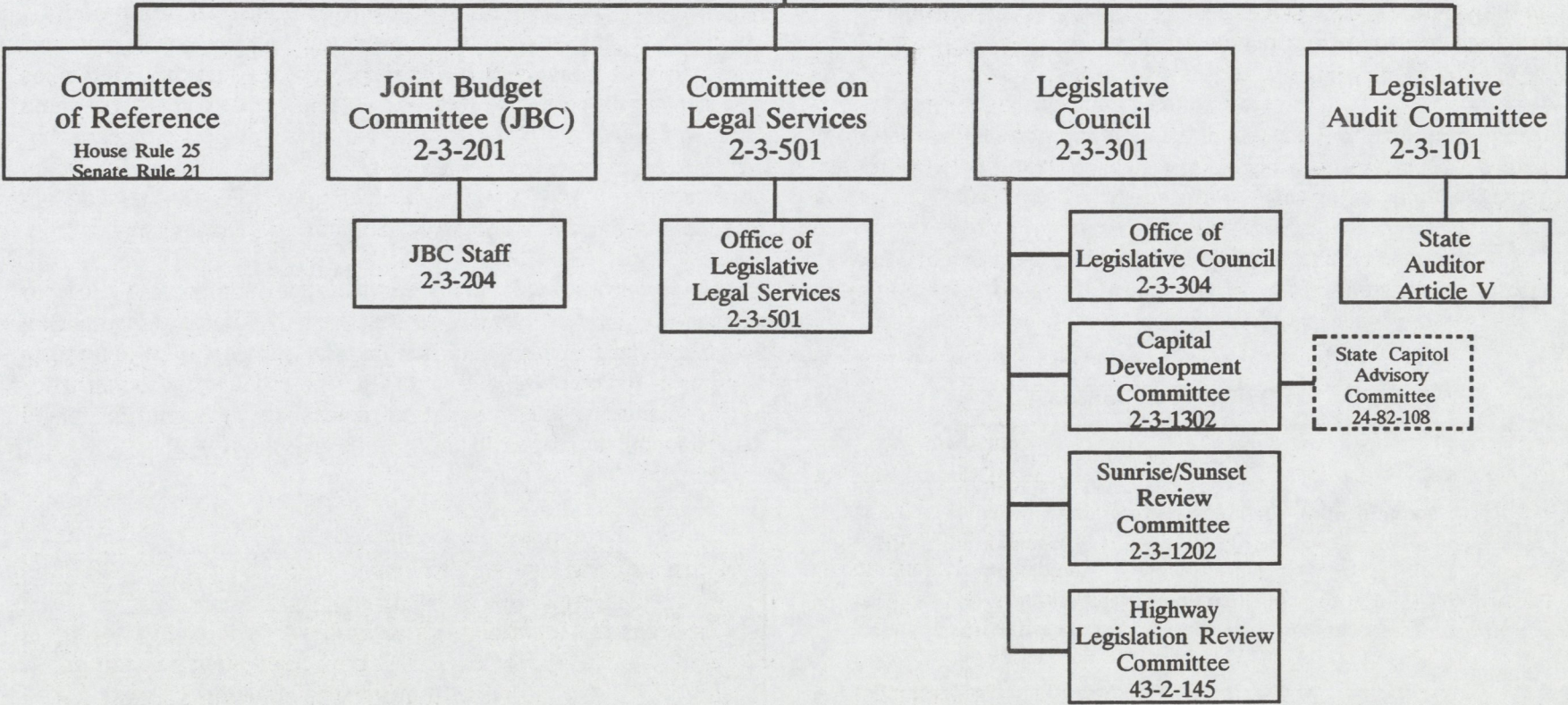
Human Resources Section. This section provides legal services to state agencies within the following departments or divisions: Higher Education, Education, Social Services, Institutions, Labor and Employment, Health, Corrections, Personnel, Military Affairs, Local Affairs, Criminal Justice, State Patrol, PERA, and the Colorado Civil Rights Division. The section also staffs and administers the Colorado Police Officers' Standards and Training (POST) Board.

General Legal Services Section. This section represents and gives legal advice to those state agencies headed by elected state officials, and also represents the Departments of Revenue, Administration, Local Affairs, and Military Affairs. The section also represents the Judicial Department. In addition, this section reviews all state contracts for legal sufficiency and compliance with state fiscal rules and statutes, and provides written legal opinions to the state auditor and to members of the General Assembly.

Natural Resources Section. This section represents the various boards, commissions and other agencies in the Department of Natural Resources, the Department of Transportation, and the environmental programs in the Department of Health. The CERCLA Litigation Unit within this section prosecutes hazardous waste lawsuits pursuant to the federal Comprehensive Environmental Response Compensation and Liability Act.

THE LEGISLATIVE BRANCH

GENERAL ASSEMBLY
SENATE **HOUSE**
Article V, Section 1



THE LEGISLATIVE BRANCH

FY 1992-93 Budget: \$19.2 million

Number of Personnel: 273

Major Functions: To establish public policy for the state of Colorado

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, & 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 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-at-law, hires staff, including attorneys-at-law and technical and clerical personnel. Staff offices are located in Room 091, ground level, State Capitol Building.

Drafting services. 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 14-member body consists of 12 appointed legislators — six senators and six 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;
- 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.

Centralized legislative accounting. 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.

Library. A staff of three 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.

Printing service. 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.

Capitol building tour guide. 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.

Depository for information. 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 postaudits 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 postaudits 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 capita 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.

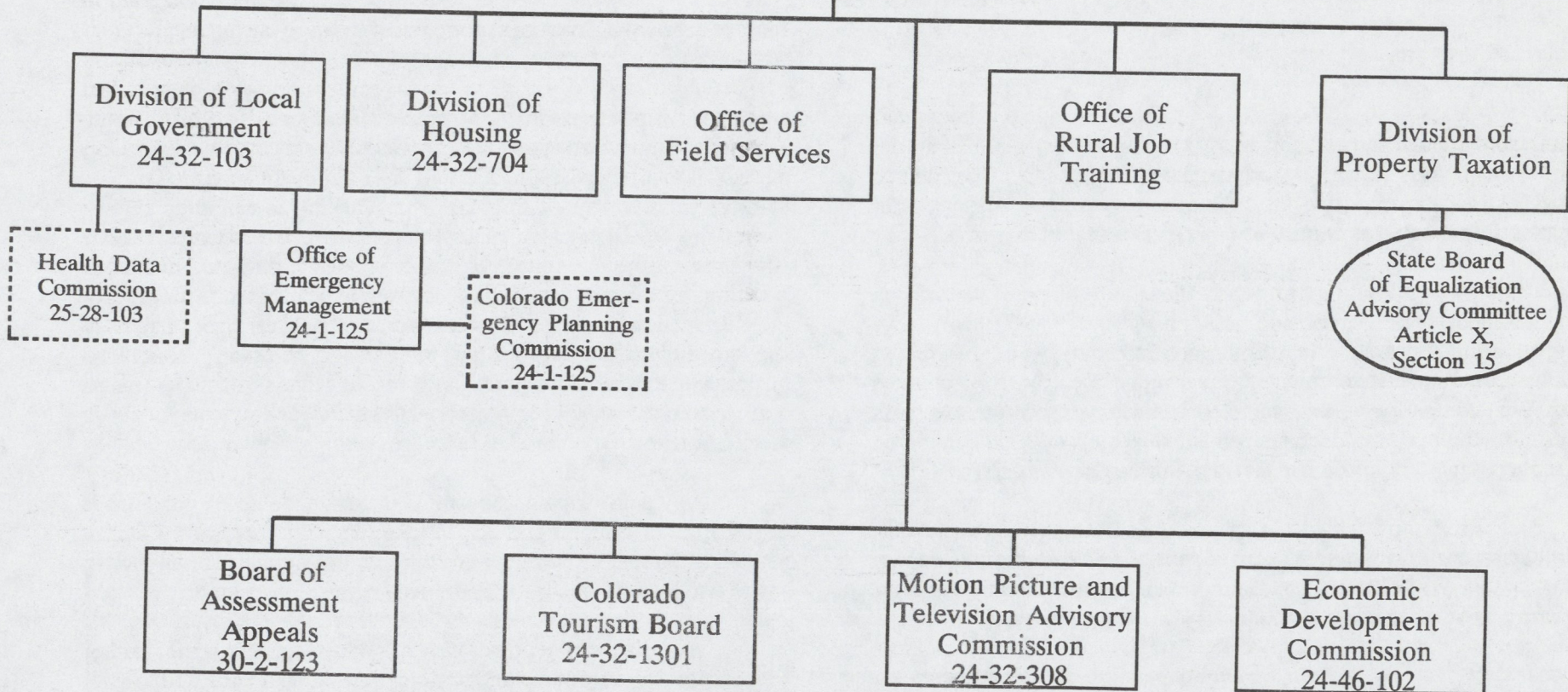
In 1991, the General Assembly established the *State Capitol Advisory Committee* to oversee improvements and activities in and around the building. The nine-member committee's recommendations are reviewed by the Capitol Development Committee.

Highway 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.

Sunrise and Sunset Review Committee. Created by statute in 1985, this committee consists of six or more legislators. The committee reviews the operations of agencies scheduled to be terminated and the professions for which various groups seek state regulation.

DEPARTMENT OF LOCAL AFFAIRS

Executive Director
24-1-125



DEPARTMENT OF LOCAL AFFAIRS

FY 1992-93 Budget: \$128 million

Number of Personnel: 244

Major Functions: To help strengthen local communities through a variety of 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.

Geographic and demographic information. 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.

The nine-member *Health Data Commission* is a statewide health data clearinghouse for the acquisition and dissemination of data from state medicaid program hospitals. The purpose of collecting and disseminating data is to encourage competition in the health care industry and informed decisions by users.

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 Emergency Planning Commission was also transferred to the Division of Local Government. 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 as necessary; 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 to 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.

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

- conducting research on new approaches to housing;
- encouraging public and private sector 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 energy efficiency and 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 are exempted from ad valorem taxation: properties used for religious worship, schools, and charitable purposes. The division also provides four assessment and equalization services: 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.

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.

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.

Office of Field Services. The office 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 and Energy and Mineral Impact Grant program. Eight field offices are located in Loveland, Pueblo, Fort Morgan, Denver, Durango, Grand Junction, Alamosa, and Frisco.

Office of Rural Job Training. This office helps increase employment opportunities for rural citizens through specialized job training opportunities and remedial education programs. It serves as the grant recipient for the federal Job Training Partnership Act in 45 rural Colorado counties.

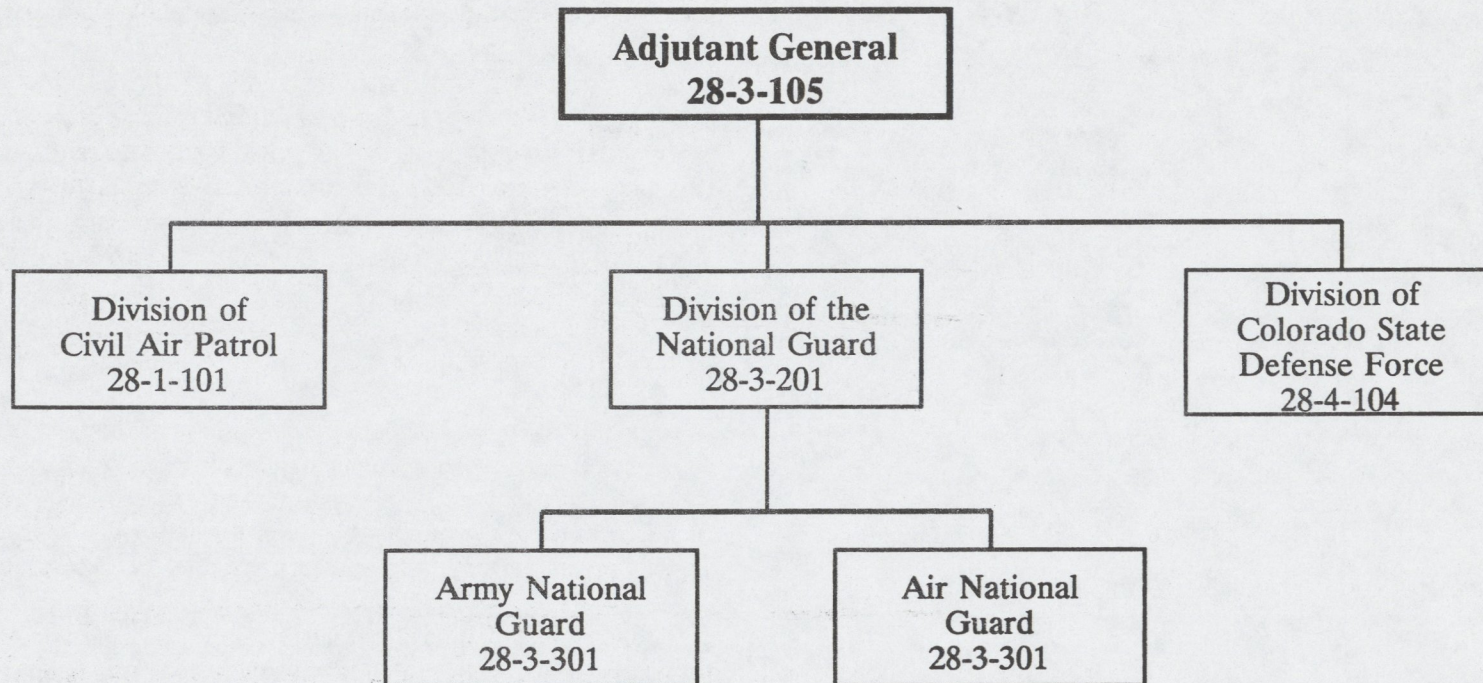
Other Boards and Commissions

A six-member *Colorado Economic Development Commission* was established by the General Assembly in 1987 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 *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.

The *Colorado Tourism Board* works to improve the state's economy by promoting Colorado as a vacation destination. A seven-member board was established in 1984 to plan and promote tourism in Colorado. The board is responsible for the development of advertisements, promotional material, and research; the implementation and operation of a system of welcome and visitor information centers; and aid to promotional groups. The board disburses the funds generated by a statewide sales tax on tourist-related activities.

DEPARTMENT OF MILITARY AFFAIRS



DEPARTMENT OF MILITARY AFFAIRS

FY 1992-93 Budget: \$4.5 million

Number of Personnel: 74

Major Functions: To provide internal security and respond to state emergencies

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.

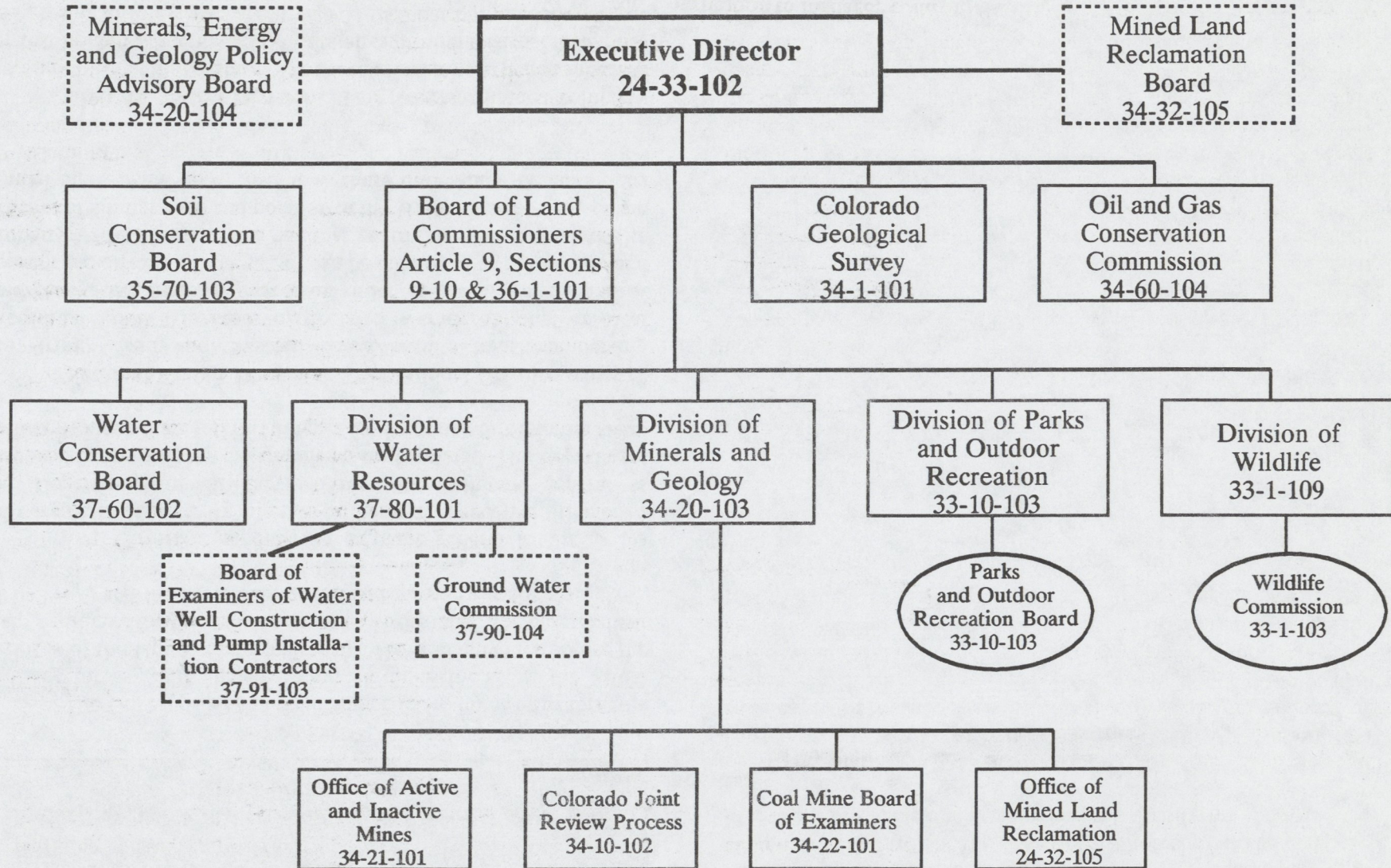
The Governor appoints an adjutant general to act as his military chief of staff. In addition to being the executive director of the Department of Military Affairs, the adjutant general is responsible for military encampments in the state. The department maintains more than 100 buildings at 24 locations through the state.

National Guard Division. The National Guard consists of the Army Guard and the Air Guard with a total membership exceeding 5,000. In cases of declared war or national or local emergency, the national guard, on order of the Governor and of appropriate officers of the guard, can be employed to protect life and property. 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 federally funded 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 one state employee.

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



DEPARTMENT OF NATURAL RESOURCES

FY 1992-93 Budget: \$93 million

Number of Personnel: 1,327

Major Functions: To encourage the development and utilization of the state's natural resources, balanced with the conservation, protection, and regulation of these resources

The principal functions of the department are the development and protection of the following resources: land, energy and minerals, water, and wildlife and outdoor recreation.

During the 1992 legislative session, a seventeen member *Minerals, Energy and Geology Policy Advisory Board* was established to, among other duties, develop and plan a mineral information management system, including the creation of a minerals and energy information center and provide advice to the executive director and the boards, commissions, and advisory committees of the mineral, energy, and geology programs in the department on related policy issues affecting the state.

Land

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 three-member board of commissioners is charged with promoting the highest and best use of state land and also obtaining maximum return

in income 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.

Soil Conservation Board. This board is composed of nine members, one appointed by the Governor and the remaining eight elected by the residents of regions 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 1) supervision and coordination of the eighty local soil conservation districts throughout the state; and 2) watershed planning and improvement including underground storage, flood prevention, and conservation projects.

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.

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 three major programs are the minerals program, which regulates sand and gravel, oil shale, uranium, and metal mining operations (gold, silver, molybdenum); 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; and 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.

Office of Active and Inactive Mines. This office is responsible for ensuring that mining work practices are safe; training miners in health and safety practices, first-aid and mine resource procedures; and maintaining mining, health and accident records.

Colorado Joint Review Process. This agency is designed to streamline the permitting process by coordinating relations between units and agencies of local, state, and federal government and natural resource developers.

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

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; and protecting the public and the environment from pollution. The commission is funded primarily by a levy on the market value of oil and gas.

Colorado Geological Survey and Office of the State Geologist. The survey advises government agencies on geological problems including the mitigation of geologic risks affecting public health and safety; promotes economic mineral development; inventories and analyzes the state's mineral resources; identifies natural geologic hazards; collects geologic information; and publishes reports, maps, and bulletins. The survey 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.

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; and initiating plans and contracts for construction of water conservation projects. The board consists of fourteen members appointed by the Governor.

Water Resources Division. This division is also 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.

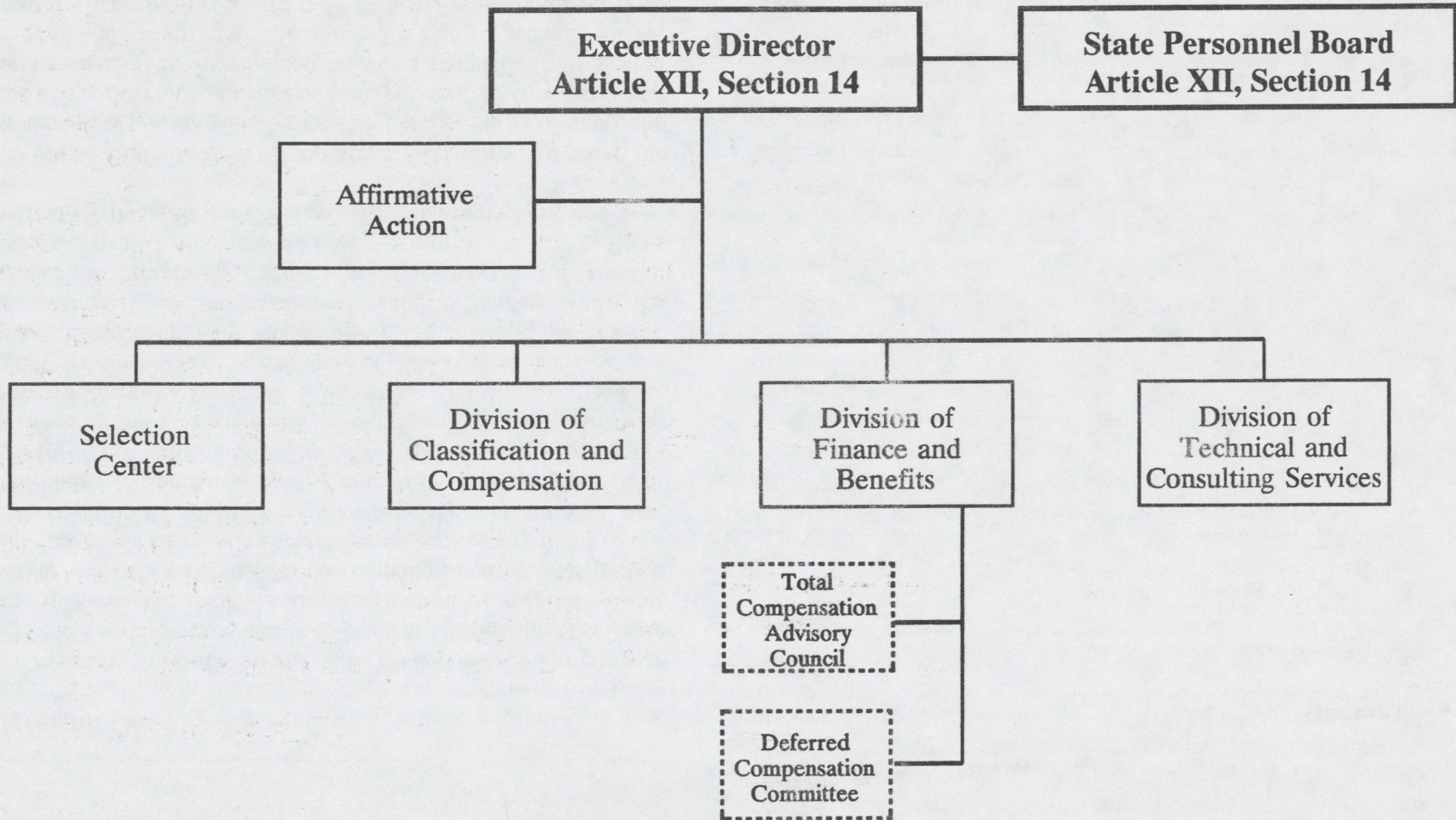
Board of Examiners of Water Well Construction and Pump Installation Contractors. This board has general authority over the construction and abandonment of wells and the installation of pumping equipment.

Wildlife and Outdoor 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, 100 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 over 264,000 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 eight million people that visit Colorado, the division plans, develops, and operates a system of 40 state parks and recreation areas. 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.

DEPARTMENT OF PERSONNEL



DEPARTMENT OF PERSONNEL

FY 1992-93 Budget: \$5.9 million

Number of Personnel: 94

**Major Functions: To establish and enforce standards
for the state personnel system**

The Department of Personnel administers the state personnel system. Of the approximately 61,400 people working full or part-time for Colorado state government, approximately 27,000 are "classified" employees and therefore within the state's personnel system (formerly called civil service system). The remainder of state employees are employed primarily in the legislative and judicial branches, and as faculty and administrators in higher education.

The basic principles and structure of the personnel system are contained in the State Constitution. The constitution provides that the state personnel system applies to all appointive public officers and employees of the state except members of the Public Utilities Commission, State Board of Land Commissioners, Board of Assessment Appeals, State Parole Board, State Personnel Board, members of any board or commission serving without compensation, employees in the offices of Governor and Lieutenant Governor, appointees to fill vacancies in elective offices, one deputy each for the Secretary of State and the State Treasurer, the Attorney General, the Insurance Commissioner, faculty members and high level administrators of educational institutions, students and inmates in and employed at state educational and other institutions, assistant attorneys general, and members, officers, and employees of the legislative and judicial departments.

Executive Director's office. The director's office oversees all departmental activities. The director promulgates procedures as defined by statute, such as those governing compensation and benefits. In addition, the office houses the *statewide affirmative action program*, including affirmative action for persons with

disabilities. It also provides liaison with the legislature and employee organizations and publishes *Stateline*, the employee newspaper. Appeals of classification, overtime and selection decisions are filed with the state personnel director.

State Personnel Board. This board is constitutionally created and consists of three gubernatorial appointees and two representatives elected by state employees. Neither elected nor appointed members can be state employees themselves. Its primary responsibilities are rule making and resolving employee appeals of actions which adversely affect their pay, status or tenure. The board is not accountable to the state personnel director although it works closely with the department on state personnel system issues.

Selection Center. The center is charged with ensuring that appointments and promotions in the personnel system are based on merit and competence. Its major functions include developing and revising tests, administering examinations, and providing technical assistance to other state agencies which perform the day-to-day work involved in filling specific positions.

Division of Classification and Compensation. The 27,000 classified FTE jobs in the personnel system are divided into about 1,300 job classes. The classes are organized in 10 occupational groups which reflect the types and levels of work found in state agencies and institutions. The division conducts an annual compensation survey and recommends adjustments in employee pay and benefits to meet the statutory requirement that classified employee compensation be comparable to that found in the community for similar work.

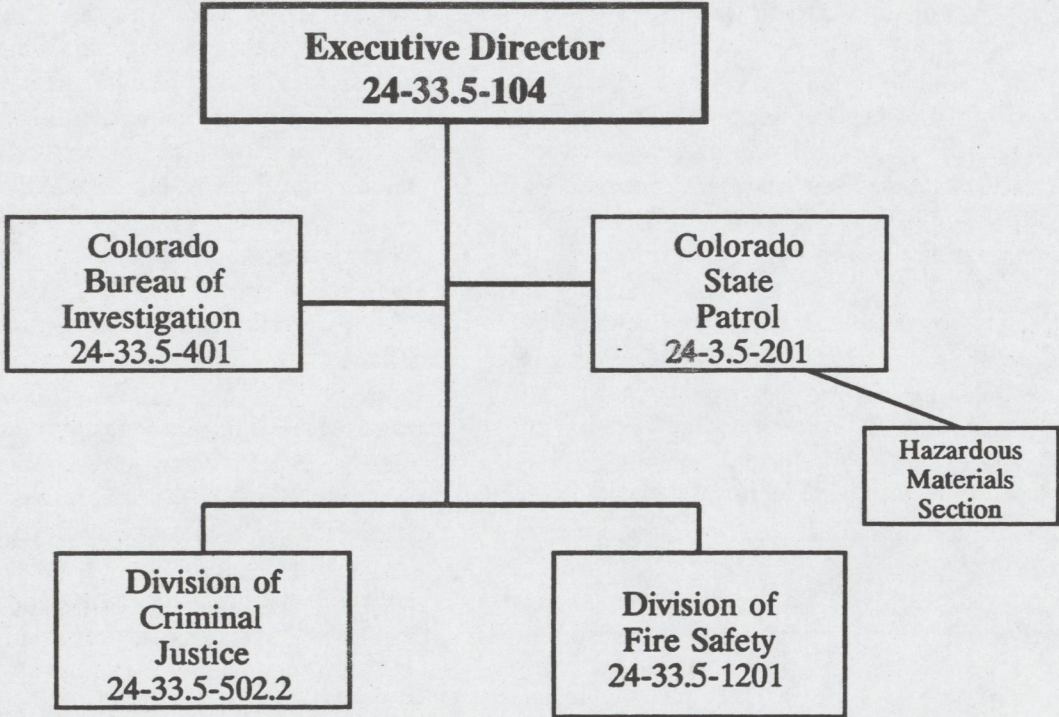
Technical and Consulting Services Division. This division provides a variety of services to agencies and employees, including general statewide training programs in skills used across departmental lines, including supervisory and managerial training, professional development, clerical clinics and office support programs. The agency also performs postaudit reviews to evaluate agency personnel programs and recommends improvements. In

addition, it helps employees who are laid off in the state personnel system to find other jobs and oversees the performance evaluation system.

Division of Finance and Benefits. This division administers most employee benefit plans, including health, life and dental insurance, short-term disability insurance, and deferred compensation plans. In the benefits area, the department's responsibility goes beyond the classified system and includes responsibility for benefits administration for many non-classified employees as well. The division also houses the Colorado State Employees Assistance Program (C-SEAP) which provides short-term, targeted counseling and referral services for employees experiencing personal problems.

The *Total Compensation Advisory Council*, a statutorily created group, advises the state personnel director in matters concerning both pay and benefits. It is composed of both elected and appointed members. The *Deferred Compensation Committee* is responsible for administration of the state's 457 deferred compensation plan. The committee consists of elected and appointed members.

DEPARTMENT OF PUBLIC SAFETY



DEPARTMENT OF PUBLIC SAFETY

FY 1992-93 Budget: \$83 million

Number of Personnel: 947

Major Functions: To address the maintenance of public safety by providing technical assistance on law enforcement matters to state and local governmental agencies, and 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 relates to highways; providing motorist assists; presenting safety and educational programs; policing the state fair; 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.

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 three offices. The *Office of Research and Statistics* is responsible for major research projects as well as the state prison population projections. The *Office of Community Corrections* is responsible for 24 community corrections programs statewide. The *Office of Programs and Grants* is responsible for several federal funding programs. It administers the federal anti-drug money and makes

grants to local criminal justice agencies. Programs funded include undercover drug interdiction programs, prosecution management programs, and jail drug testing programs. The division also administers the Federal Victim Compensation and Assistance Programs as well as other programs which assist victims of crime.

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

**Executive Director
24-34-101**

**Office of
Regulatory
Reform
24-34-903**

**Division of
Banking
11-2-102**

**Division of
Financial
Services
11-44-101**

**Division of
Insurance
10-1-103**

**Public Utilities
Commission
40-2-101**

Banking
Board
11-2-102

**Division of
Real Estate
24-1-122**

**Division of
Civil Rights
24-34-302**

**Division of
Registrations
24-1-122/
24-34-102**

**Division of
Securities
11-51-103**

Real Estate
Commission
12-61-105

Board of
Real Estate
Appraisers
12-61-703

Colorado
Civil Rights
Commission
24-34-303

Accountancy (12-2-103) Acupuncturists Registration (12-29.5-104) Anti-competitive Conduct (physicians) (12-36.5-106) Architects (12-4-103) Barber/Cosmetology (12-8-104) Chiropractic (12-33-103) Complaints and Investigations (24-34-103) Dental (12-35-104) Electrical (12-23-102) Engineering and Land Surveying (12-25-106) Examination Services (24-34-102 (3)) Grievance (Psychotherapists) (12-43-702) Manufactured Housing (12-51.5-102) Marriage and Family Therapy (12-43-502)	Medical (12-36-103) Nursing (12-38-104) Nursing Home Administrators (12-39-104) Optometric (12-40-106) Outfitter Registration (12-55.5-103) Passenger Tramway Safety (25-5-703) Pharmacy (12-22-103) Physical Therapy Registration (12-41-125) Plumbing (12-58-103) Podiatry (12-32-103) Professional Counseling (12-43-602) Psychology (12-43-302) Social Workers (12-43-402) Veterinarians (12-64-105)
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DEPARTMENT OF REGULATORY AGENCIES

FY 1992-93 Budget: \$42 million

Number of Personnel: 510

**Major Functions: To regulate occupations, professions,
and certain industries**

The department contains nine divisions that regulate businesses and individuals. Four of the divisions are cash funded. The office of the executive director conducts sunset evaluations of divisions, commissions, and boards in the department and sunrise evaluations which examine the need for regulation of any occupation seeking to be regulated.

Office of Regulatory Reform. This office was established in 1981 to assist businesses in dealing with permits and license requirements of state, local, and federal governmental entities. It reviews proposed state agency rules and regulations in order to minimize the burden of compliance with such rules on the part of small businesses.

Division of Registrations. This division is an umbrella agency where budgetary and personnel records are maintained for the 23 boards of registration within the division, in addition to registration activities for acupuncturists, outfitters and physical therapists. Fees charged by the boards fund the operations of the division. Members for the various boards are appointed by the Governor. They represent, for the most part, the professions and occupations that they are directed to regulate, but all the boards have at least one public member. Most of the boards are authorized by statute to compensate their members. Generally, the major functions of the 23 boards are to administer examinations to qualified applicants; license or certify those who pass examinations, or issue licenses by endorsement or through reciprocity; issue annual renewal

licenses; inspect individuals or firms, and investigate legal infractions and conduct hearings for violations and cause legal actions to be initiated.

Banking Board and Banking Division. 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 its 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, and debt adjusters. 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.

Insurance Division. This cash-funded division supervises and regulates the insurance industry by interpreting insurance policies, ensuring solvency and ability of insurance companies to perform, ensuring fair claim processing and that there are qualified insurance representatives in Colorado, and guaranteeing that there is an adequate complaint mechanism for consumers. In addition to regulating companies, agents, brokers, and agencies, the division regulates adjusters, preneed burial plans, nonprofit hospital-medical-surgical plans, health maintenance organizations, professional bailbondsmen, motor clubs, fraternal benefit societies, cemeteries, and self-insurance pools for Colorado school districts.

Financial Services Division. This division determines the solvency of state-chartered savings and loan associations and credit unions and their compliance with the law for the protection of the public. The division has the power to approve the charters of new associations, the establishment of branch offices, and proposed mergers. The division also regulates small business development credit corporations.

Securities Division. This division examines and licenses state securities companies, broker-dealers and sales representatives, and registers securities to be offered for sale to the public. The division spends most of its time investigating and enforcing and anti-fraud provisions of the securities law.

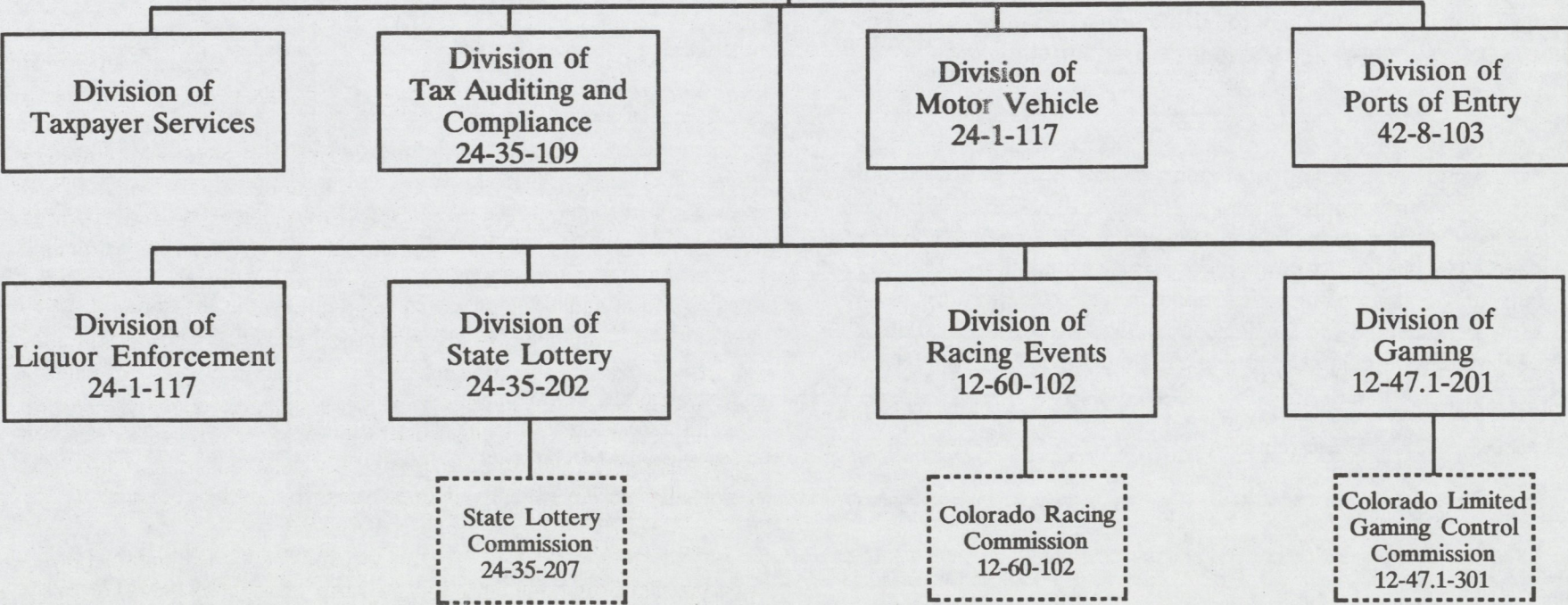
Public Utilities Commission (PUC). This commission is concerned with the economic regulation of public utilities (gas, electrical, telephone, telegraph, water corporations, and pipelines) and with the economic and safety regulation of for-hire transportation companies. In addition, the commission is responsible for gas pipeline safety and the safe shipping of hazardous materials. Economic regulation centers around the control of intrastate rates and charges established by public utilities doing business in Colorado. The objective of the commission is to represent the public interest by assuring the best possible utility service at the lowest cost while allowing the utility to make a fair return on investment. The commission is organized into two basic sections: utilities and transportation. The three PUC commissioners are appointed by the Governor for overlapping six-year terms. The commission's executive secretary is appointed by the head of the Department of Regulatory Agencies.

Colorado Civil Rights Commission and Civil Rights Division. This commission and division were established to administer and enforce Colorado civil rights laws in employment, housing and public accommodation. The state's civil rights laws prohibit discrimination based on sex, marital status, age, physical handicap, race, creed, color, national origin, and ancestry.

Colorado Real Estate Commission and Real Estate Division. This commission and division license and regulate real estate brokers and salesmen. They also regulate time share projects, subdivision developers, and real estate appraisers. The division administers the Real Estate Recovery Fund, which can be used to recover sums lost because of the actions of a licensee.

DEPARTMENT OF REVENUE

**Executive Director
24-35-102**



DEPARTMENT OF REVENUE

FY 1992-93 Budget: \$88 million

Number of Personnel: 1,488

Major Functions: To provide a single unified tax collection and enforcement system for the state. As a part of its responsibility, the department receives fees and assessments 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:

<p>Income Taxes</p> <ul style="list-style-type: none"> Corporate Fiduciary (estates and Trusts) Individual Income Individual Withholding Partnerships <p>Severance Taxes</p> <p>Cigarette and Tobacco Products Taxes</p> <p>Liquor Excise Taxes</p>	<p>Sales/Use Taxes</p> <ul style="list-style-type: none"> State Sales/Use Taxes RTD Sales/Use Taxes Cultural and Scientific District Sales/Use Taxes City and County Sales Taxes County Lodging Tax Tourism Promotion Tax County Local Improvement Tax Denver Metro Major League Baseball Stadium District Sales Tax
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<p>Gasoline and Special Fuel Taxes</p> <ul style="list-style-type: none"> Gasoline Taxes Special Fuel Taxes Colorado International Fuel Tax Agreement Aviation Fuel Tax Environmental Response Surcharge <p>Estate, Inheritance and Gift Taxes</p> <p>Passenger Mile Tax</p>	<p>PUC Fixed Utility Fees</p> <p>Trade Name Registrations</p> <p>Mineral Audit Program</p> <p>Food Service Establishment Licenses</p> <p>Marijuana/Controlled Substance Act</p> <p>Colorado International Registration Program</p>
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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.

Transportation

Motor Vehicles Division. This division administers the state's motor vehicle laws: driver licensing and post-licensing control, accident reporting, record maintenance, information services, and titling and registration of motor vehicles. In addition, the division is responsible for licensing and regulating commercial driving schools, commercial vehicles, motor vehicle dealers and salesmen, and emissions stations and inspection personnel. Five of

the 96 driver license offices are operated for the division by county governments. A distributed Data Processing program operates an automated county system for recording motor vehicle titles and registrations.

Ports of Entry Division. This 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 the control, enforcement and issuance of farm products handler licenses; verifies 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 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 law. 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 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 six 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 which determines the types of games to be offered by the lottery. The division operates three types of games, an instant game, a Lotto game, and a Keno game. Funds generated from the lottery benefit capital construction projects, the Division of Parks and Outdoor Recreation, and the Conservation Trust Fund from which funds are distributed to cities, towns, counties and special parks and recreation districts for recreation, park and open space purposes. The division has four offices located throughout the state.

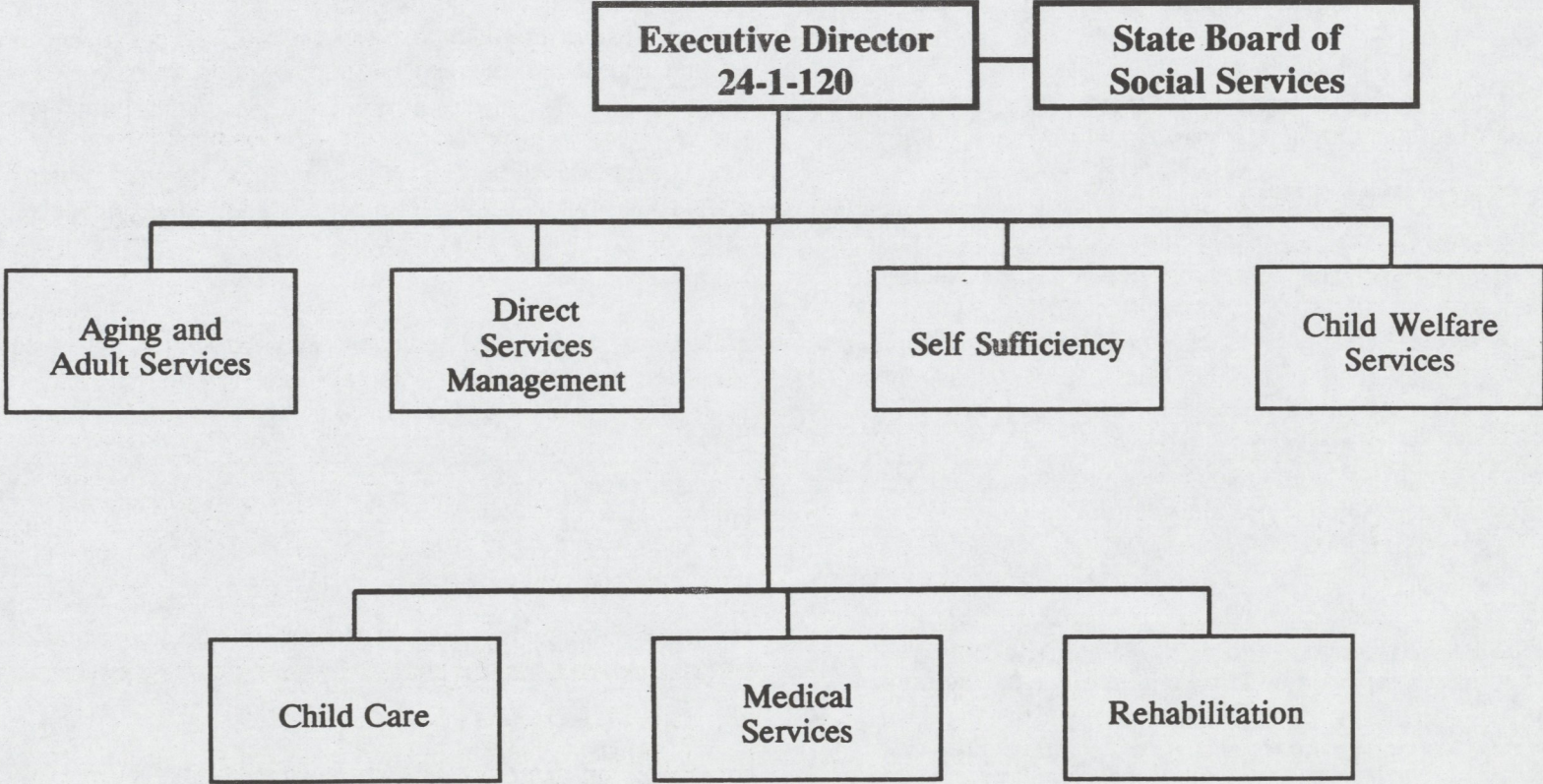
Gambling

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 three mountain towns, 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 and licensing of race tracks. Allocation of race days among race tracks, testing animals for drugs, and supervising wagering, including off-track betting.

DEPARTMENT OF SOCIAL SERVICES



DEPARTMENT OF SOCIAL SERVICES

FY 1992-93 Budget: \$1,581 million

Number of Personnel: 3,901

Major Functions: To administer or supervise a variety of public assistance and welfare activities of the state: financial assistance vocational rehabilitation, veterans' services, and social services to adults and youths

The *State Board of Social Services* establishes rules and regulations governing program policy and scope, the rights and responsibilities of those receiving assistance as well as the responsibilities of service producers.

The department contains seven service areas which provide assistance to individuals and families. Some of the programs provided by these service areas and their statutory references are outlined below.

Self Sufficiency. This service area is designed to assist individuals and families to achieve and maintain economic independence. The agency contains the following programs:

- Aid to Families with Dependent Children (AFDC) — financial assistance to needy Colorado children deprived of parental support due to death, incapacity, absence, or unemployment of a parent. AFDC recipients are eligible for Medicaid benefits, and may be eligible for food stamps and low-income energy assistance. 26-2-111 (3), C.R.S.
- Child Support Enforcement (CSE) — services to locate absent parents, establish, modify, and enforce orders for paternity and child support. 26-13-102, C.R.S. et. seq.

- Donated Foods Program — central procurement of commodity foods from surplus removal, farm price support, and other programs designed to support farm commodity stabilization. 26-1-111, C.R.S.
- Food Stamps — coupons exchangeable for food for low-income individuals and families. 26-2-301, C.R.S.
- Job Opportunities and Basic Skills (JOBS) — assists AFDC recipients to achieve self-sufficiency through education and job training. In addition, the program provides transitional child care and medical coverage after the client obtains a job. 26-2-405, C.R.S.
- Low Income Energy Assistance Program (LEAP) — financial assistance to pay utility bills and provide weatherization services for low-income individuals or families. 40-8.5-104, C.R.S.

Child Welfare. This agency administers services designed to protect children from harm and assist families to care for their children. The state agency supervises the delivery of services which are provided by the counties. This agency also contains two programs which are considered special purpose welfare programs: domestic abuse services and Indian services. Agency programs are listed below:

- Child Protection — services to children who have been found to be abused, neglected, or at serious risk of harm. 19-10-102, C.R.S.
- Domestic Abuse Assistance Program (DAAP) — administers funds generated by a tax check-off system on state individual income tax returns. DAAP, which is organizationally located in the child welfare service agency, assists in stabilizing and developing domestic violence programs. 26-7.5-103, C.R.S.

- Foster Care and Placement Alternatives — out-of-home care to children who are in need of protection from or who are in conflict with family or community. 19-3-508, C.R.S.
- Independent Living — enables youth in foster care who are 16 years or older to become self-sufficient. 19-1-103 (16), C.R.S.
- Indian Services — seeks to strengthen family units on Native American reservations and ease the transition from the reservation to the city for Native Americans who have moved to the Denver Metro area. This program is organizationally located under the child welfare service area. 26-1-101, C.R.S.
- Interstate Compact on the Placement of Children (ICPC) — administers requests from county departments to place children out of this state and from the other 49 states to place children in Colorado in the homes of relatives or in foster care. 19-1-115 (36), C.R.S.
- Permanency Planning — adoption services for children and subsidized adoption for special needs children in the legal custody of the state. Under subsidized adoptions counties continue to provide subsidy benefits to adopted children. 19-5-201 et. seq. and 26-7-101 et. seq., C.R.S.
- Youth in Conflict — seeks to reduce and eliminate conflicts between youth and their families or youth and their community. 19-2-204, C.R.S.

Child Care Services. This agency implements programs to improve the quality and availability of child care, licenses and monitors child care facilities, and oversees subsidy programs that assist low-income families to purchase child care. 26-6-100, C.R.S. et. seq.

Aging and Adult Services. These services target disabled and vulnerable adults, aged 18 and older, who require some level of

assistance to maintain an independent lifestyle. The programs under this service area include:

- Adult Protection — services to eligible disabled adults who are 18 years or older and are at risk of abuse, neglect or exploitation. 26-3.1-101, et. seq., C.R.S.
- Aid to the Blind (AB) — financial assistance to eligible blind individuals with little or no income and resources. 26-2-111 (5), C.R.S.
- Aid to Needy Disabled (AND) — financial assistance to eligible disabled individuals with little or no income. 26-2-111 (4), C.R.S.
- Alternative Care Facilities Program — residential and supportive services to clients who are eligible for the Home and Community Based Services program. 26-4.5-102 et. seq., C.R.S.
- Burials — funding for burials of deceased recipients of public assistance if there are insufficient funds from other sources. 26-2-129, C.R.S.
- Colorado Commission on Aging — primary advisory and advocacy group for the coordination of services and programs for the aging. 26-11-101, C.R.S.
- Old Age Pension (OAP) — financial assistance to eligible individuals aged 60 or older with little or no income. 26-2-111 (2), C.R.S.
- Older Coloradans Act Programs — assistance to older persons to live independently in their own homes and communities for as long as possible. 26-11-100 through 26-11-206, C.R.S.
- Supplemental Security Income - Colorado Supplement (SSI-CS) — supplemental financial assistance to aged, blind, or disabled

individuals receiving federal supplemental security income. 26-2-204, C.R.S.

Direct Services Management. This service area oversees the provision of services by county departments of social services. In addition, it provides services to veterans and to refugees.

Veterans Services include:

- Veterans Service Officers — officers are local agents who assist veterans and their survivors or dependents in applying for and appealing veteran's pensions and other awards. 26-10-108, C.R.S.
- Operation of four veterans nursing homes:
 - Trinidad State Nursing Home 26-12-201, C.R.S.
 - Colorado State Veterans Center at Homelake 26-12-301, C.R.S.
 - Colorado State Veterans Nursing Home at Florence 26-12-401, C.R.S.
 - Colorado State Veterans Nursing Home at Rifle 26-12-401, C.R.S.

Refugee Services include:

- Refugee Assistance — financial and medical assistance, language training, employment, case management, and self-sufficiency services to eligible refugees. 26-1-109 (2), C.R.S.
- State Legalization Impact Assistance Grant (SLIAG) — administers federal funds to offset state and local government costs of providing public health, public assistance and education services to IRCA aliens. 26-1-121, C.R.S.

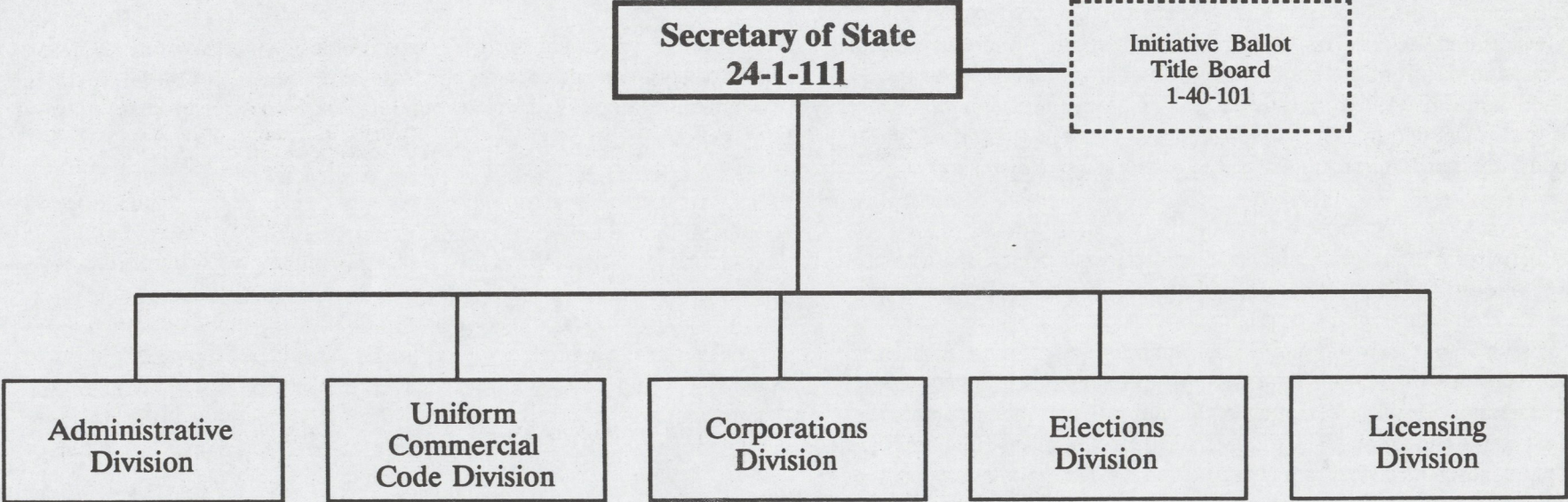
Rehabilitation. This service area is responsible for assisting persons who are physically and/or mentally handicapped to develop skills in order to obtain employment, live independently, and

integrate into their community. 26-8-101 through 26-8.5-106, C.R.S.

Medical Services. This agency provides medical services under the Medicaid program to eligible clients, including hospitalization, nursing home care, prescription drugs, and physician services. The major groups eligible for services are low-income elderly and disabled persons, pregnant women, and low-income families with children. Programs under this service area include:

- Home and Community Based Services (HCBS) — long term care services to Medicaid-eligible elderly, physically disabled adults and blind adults as an alternative to nursing home placement. Services include case management, homemakers, personal care, adult day care, non-medical transportation, respite care, home modification, and electronic monitoring. AIDS clients are serviced under a separate HCBS waiver, and can receive hospice care in addition to other services. 26-4.5-102 et. seq., C.R.S.
- Long-Term Care Services — provision of nursing home and other non-institutional long-term care services. 26-04-102, C.R.S.
- Pharmacy and Ambulatory Services — pharmaceutical, transportation and durable medical equipment services to eligible individuals.
- Physician Services — provides coordination of provision of primary care physician program, clinic services, the contracts with the Department of Institutions and Early, Periodic Screening, Diagnosis and Treatment (EPSDT) programs.

DEPARTMENT OF STATE



DEPARTMENT OF STATE

FY 1992-93 Budget: \$5 million

Number of Personnel: 85

Major Functions: To accept business filings and approve business incorporations; perform licensing functions; administer election activities; serve as a depository for records including those of public agencies and officials

The office of the Secretary of State, which is entirely cash-funded, 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 campaign reform act, the sunshine law, the uniform commercial code, the bingo and raffles law, the 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.

Administrative Division. This division includes the offices of the Secretary of State and Deputy Secretary of State and is responsible for administrative hearings for issues concerning bingo, raffles, notaries public, and elections.

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.

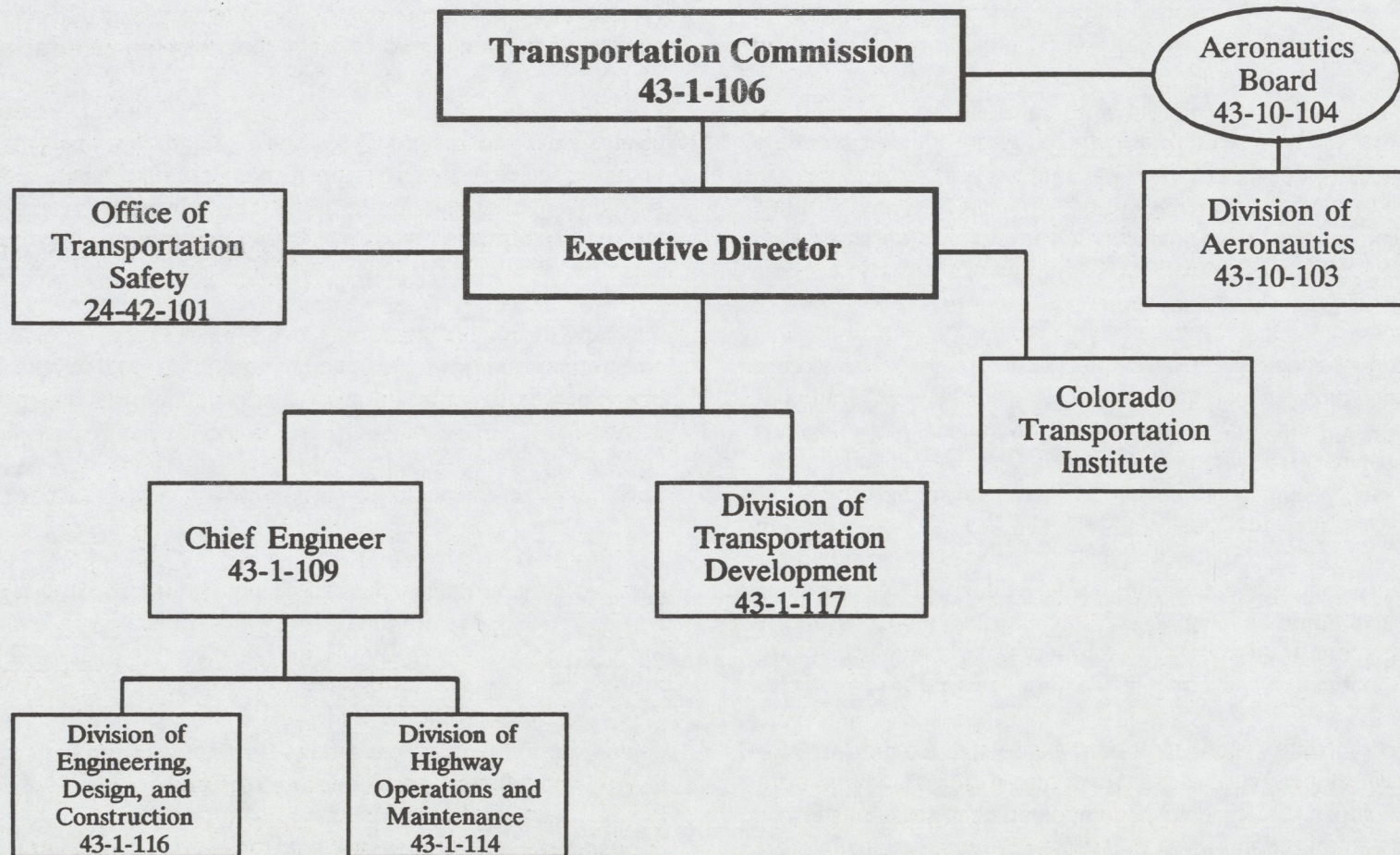
Uniform Commercial Code Division. Under state law the Department of State is designated as the central filing agency for secured transactions under terms of the Uniform Commercial Code. This division records, for public inspection, property subject to a security interest which includes such items as 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 campaign reform 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 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 1992-93 Budget: \$487 million

Number of Personnel: 3,272

Major Functions: To coordinate various modes of transportation in the state and develop integrated transportation policies

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.

Office of Transportation Safety. This office, which is located within the Executive Director's Office, administers traffic safety activities statewide. The office distributes federal Highway Safety Act funds to state and local agencies and administers Colorado's Law Enforcement Assistance Fund to enforce drunken driving laws.

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.

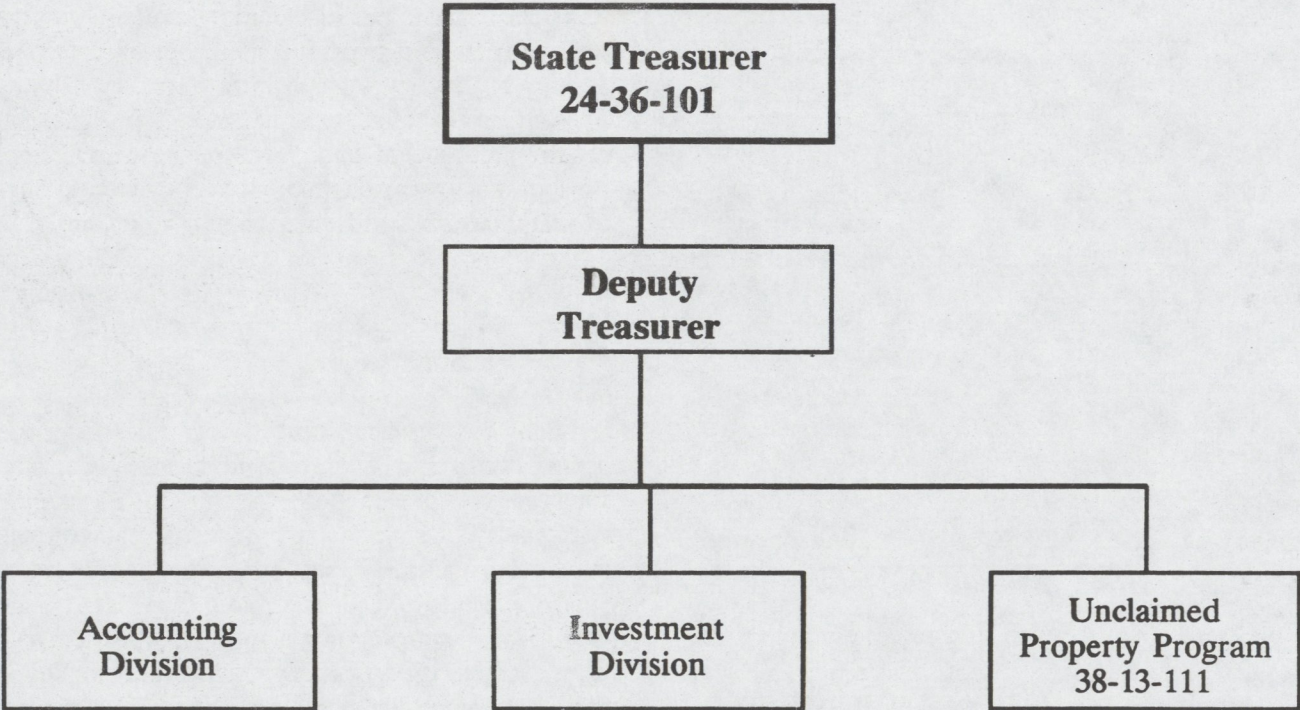
Division of Transportation Development. The division administers transportation planning statewide. Planning is conducted for highway transportation, rail, mass transit, and bicycle/pedestrian. The division collects transportation data and conducts research.

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.

Colorado Transportation Institute. This institute is responsible for researching the development of multi-modal transportation systems in the state and their environmental impact. The research is to be administered by the Department of Transportation and conducted by Colorado State University, University of Colorado (UC)-Denver, UC-Boulder, the Colorado School of Mines, and the University of Southern Colorado.

DEPARTMENT OF TREASURY



DEPARTMENT OF TREASURY

FY 1992-93 Budget: \$2.5 million

Number of Personnel: 28

Major Functions: To deposit, manage, and invest state monies and pay warrants.

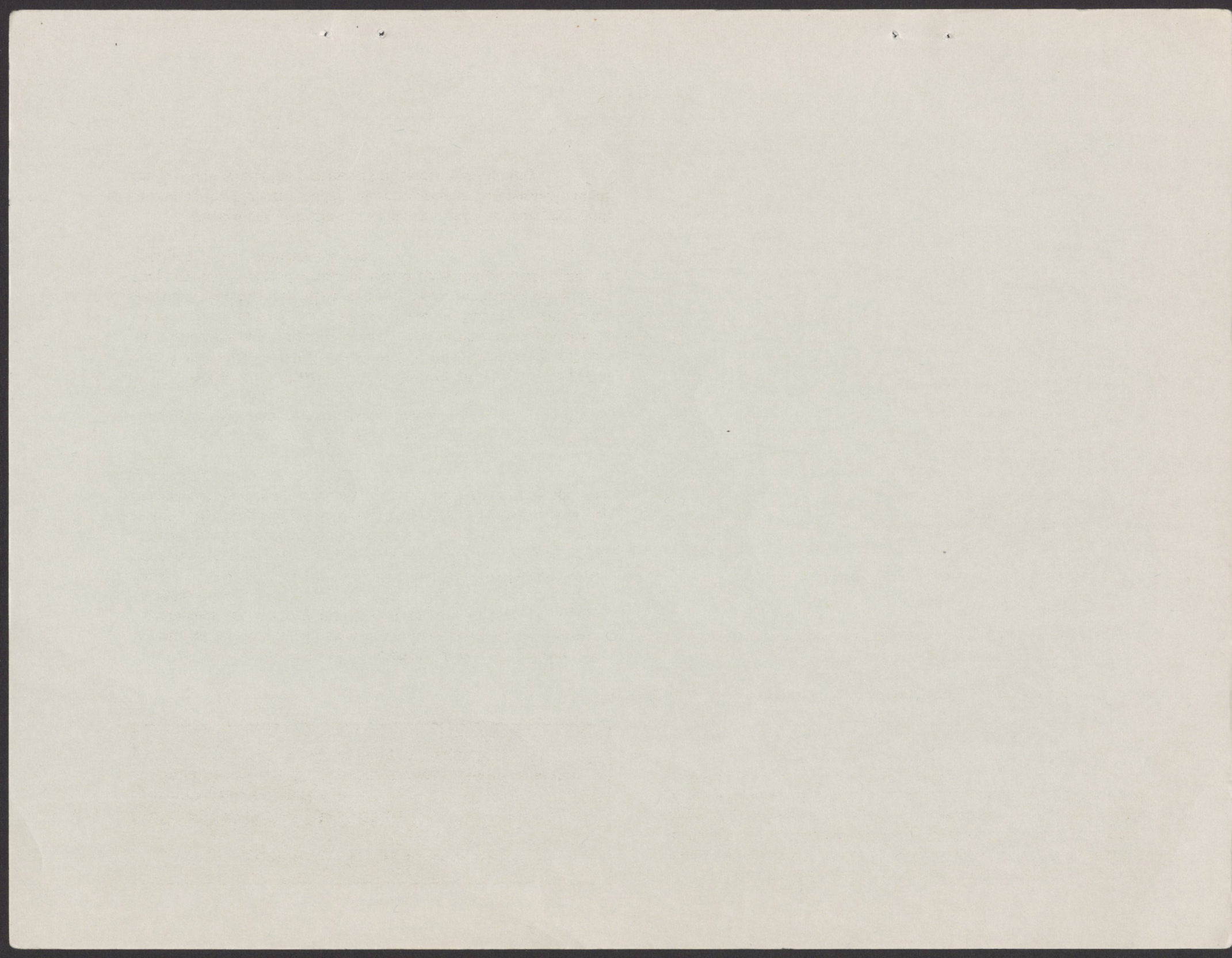
The Department of Treasury provides banking and investment services for all state funds deposited with the Treasury. The monies received by the State Treasurer include taxes, fees, charges, tuition, and lottery revenue. The U.S. Secretary of the Treasury transmits certain moneys into the custodianship 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 is also 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 Division. This division provides oversight of cash management for the state, which involves reviewing all state bank accounts and enacting sound cash management policies in cooperation with banks in the Denver area to increase earnings for the state general fund. The division also administers the Elderly Property Tax Deferral Program which pays the property taxes of qualified elderly property owners.

Investment Division. This division 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 is charged with locating owners of dormant funds and returning their moneys to them. All companies and financial institutions must report and remit all unclaimed monies, securities and safe deposit box contents to the Treasury. The treasurer attempts to find these owners and give back all money or property due them.



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