

The Texas State Library and Archives Commission
House Bill 12 Required Report

The following information is presented pursuant to House Bill 12, 83rd Texas Legislature, Regular Session, which amended Gov't Code §659.026 (b). This document fulfills Texas State Library and Archives Commission's compliance with H.B. 12.

(1) the number of full-time equivalent employee employed by the agency (FTE cap):

FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
169.4	169.4	169.5	163.5	163.5	168.5

Source: General Appropriations Act for the appropriate biennium.

(2) the amount of appropriations to the agency for each fiscal year of the current state fiscal biennium:

Legislative Appropriations for the FY 2016/2017 Biennium	FY 2016*	FY 2017*
		\$32,787,054

Source: House Bill 1, Conference Committee Report, General Appropriations Act for the Fiscal Year 2016 – 2017 biennium.

* Agency Appropriations for Fiscal Year 2016 and 2017 do not include the 2.5% retirement offset/salary increase approved by the Legislature.

(3) agency's methodology, including any employment market analysis, for determining the compensation of executive staff employed by the agency, along with the name and position of the person who selected the methodology;

The Texas State Library and Archives Commission used the 2012 Salary Survey conducted by Chief Officers of State Library Agencies for the compensation of agency chief executive officer. TSLAC submitted this analysis to the Texas Legislature to justify the salary increase request for this position. Commission Chairman, Michael C. Waters, selected this methodology.

Salaries for other executive staff were benchmarked against similar positions at other state agencies. The agency's chief executive officer, Mark Smith, Director and Librarian, selected this methodology for these positions.

(4) whether executive staff are eligible for a salary supplement;

The TSLAC Director & Librarian (chief executive) is not eligible for a salary supplement, nor are any of the other executive staff. However, some of these executive staff were eligible to receive the 2.5% retirement offset/salary increase approved by the Legislature.

Source: State Auditor's Office, *Executive Compensation at State Agencies*, August 2014

(5) the market average for compensation of similar executive staff in the private and public sectors;

Director and Librarian, Texas State Library and Archives Commission (306)	
Current Salary ¹	\$140,000
Market Average ²	\$104,398
Current Salary Group ¹	3
Recommended Salary Group ³	4
Current Salary Group Salary Range ¹	\$92,600 to \$149,240
Recommended Salary Range ³	\$106,500 to \$167,500

Sources: ¹ H.B.1, Conference Committee Report, FY 2016 – 2017, agency appropriations

² 2012 Salary Survey conducted by [Chief Officers of State Library Agencies](#) and [American Library Association](#)

³ State Auditor's Office, *Executive Compensation at State Agencies*, August 2014

Assistant State Librarian; Chief Operations and Fiscal Officer (2 FTEs)	
Current Salary ¹	\$100,000
Average Range for Salary Group ²	\$100,635 - \$119,671
Current Salary Group	B - 28
Current Job Classification	Director III

Notes: ¹ September 1, 2015 salary; includes 2.5% retirement offset/legislative salary increase ; Assistant State Librarian position vacant at 9/1/2015

² State Auditor's Office E-CLASS System for FY 2015

Division Director (5 FTEs)	
Current Salary Range ¹	\$91,176 - \$93,414
Average Range for Salary Group ²	\$73,536 - \$125,987
Current Salary Group	B - 27
Current Job Classification	Director II

Notes: ¹ September 1, 2015 salary; includes 2.5% retirement offset/legislative salary increase for eligible directors

² State Auditor's Office E-CLASS System for FY 2015

(6) the average compensation paid to employees employed by the agency who are not executive staff;

Average Agency Classified Salaries					
FY 2011	FY 2012	FY 2013	FY 2014	FY 2015	FY 2016
\$39,098	\$40,119	\$40,635	\$42,258	\$44,138	\$46,227

Source: FY 2011 – 2015 State Auditor's Office, Electronic Classification Analysis System reporting of classified, regular full-time employee's average salary. FY 2016 is estimated based on filled full-time positions as of 09-01-2015. Note: Excludes Director & Librarian, Assistant State Librarian, and Chief Operating & Fiscal Officer salaries.

(7) percentage increase in compensation of executive staff for each fiscal year of the five preceding fiscal years and the percentage increase in legislative appropriations to the agency each fiscal year of the five preceding fiscal years;

Position	Incumbent	Fiscal Year / Salary ¹				
		2012	2013	2014	2015	2016
Director & Librarian	Peggy Rudd ²	\$104,500	\$104,500	\$104,500	NA	NA
Percent Increase in Compensation		0%	0%	0%	0%	0%
Director & Librarian	Mark Smith ⁴	NA	NA	\$140,000	\$140,000	\$143,500
Percent Increase in Compensation		0%	0%	0%	0%	2.50%
Ass't State Librarian	Edward Seidenberg ⁴	\$102,000	\$103,250	\$125,000	\$130,000	Vacant
Percent Increase in Compensation		0%	0.98%	21.36%	4.00%	0%
Chief Oper/Fiscal Officer	Donna Osborne	NA	NA	NA	NA	\$100,000
Percent Increase in Compensation						NA
Director, Admin	Donna Osborne ⁵	\$24,000	\$72,950	\$80,477	\$81,506	Vacant
Percent Increase in Compensation		NA	1.32%	10.32%	1.28%	NA
Director, ARIS	Jelain Chubb	\$74,100	\$74,800	\$79,533	\$83,762	\$89,732
Percent Increase in Compensation		NA	0.94%	6.33%	5.32%	7.13%
Director, LDN	Deborah Littrell	\$79,913	\$80,663	\$87,257	\$87,252	\$92,702
Percent Increase in Compensation		NA	0.94%	8.17%	-0.01%	6.25%
Director, IRT	Manual Alvarez	\$77,940	\$78,690	\$83,814	\$88,590	\$91,827
Percent Increase in Compensation		NA	0.96%	6.51%	5.70%	3.65%
Director, SLRM	Craig Kelso ⁵	\$35,250	\$71,250	\$76,250	\$80,816	\$88,369
Percent Increase in Compensation		NA	1.06%	7.02%	5.99%	9.35%
Director, TBP	Ava Smith	\$74,528	\$75,278	\$81,318	\$81,853	\$88,849
Percent Increase in Compensation		NA	1.01%	8.02%	0.66%	8.55%

Source: Texas State Library & Archives Commission

¹ Amounts reflect budgeted salary for Director & Librarian position effective Sep 1 of each fiscal year; amounts for Assistant State Librarian reflect actual salary paid for the fiscal year.

² Peggy Rudd retired in March 2013; Edward Seidenberg was Interim Executive Director & Librarian until replacement was hired.

³ Edward Seidenberg received \$1,249.98 additional during FY 2013 for 9 months of service as Interim Director & Librarian.

⁴ Mark Smith was appointed as the new Director and Librarian by the Commission effective November 1, 2013; salary shown reflects budgeted salary, per GAA.

⁵ Donna Osborne and Craig Kelso were employed for part of FY 2012; salaries shown reflect actual salaries paid during the fiscal year.

	Fiscal Year				
	2012	2013 ¹	2014	2015 ²	2016 ³
Legislative Appropriation for TSLAC	\$25,220,349	\$15,629,008	\$26,837,208	\$18,838,634	\$32,787,054
% Increase/Decrease in Legislative Appropriations		-61.37%	41.76%	-42.46%	42.54%

Sources: General Appropriations Act, FY 2012 – 2013, FY 2014 – 2015, and FY 2016 – 2017 biennia

¹ Legislative Appropriation reduction reflects actual decrease in General Revenue funds, expiration of ARRA grant funds, and anticipated reduction in Federal LSTA funds due to agency's inability to meet Federal Maintenance of Effort (MOE) requirements; agency received MOE waiver, so anticipated LSTA reduction was not realized.

² Legislative Appropriation reflects anticipated decrease in Federal LSTA funds due to agency's inability to meet Federal MOE requirements; agency received MOE waiver, so anticipated LSTA reduction was not realized.

³ Legislative Appropriation shown for 2016 includes \$250,000 for implementation of CAPPs, per Section 18.03 of Article IX of the GAA; however the number presented here does NOT include 2.5% Legislative Salary increase for general state employees, per Article IX, Section 18.02 of the GAA.