

COMMITTEE RECOMMENDATIONS

The Committee recommends the following changes to improve transparency:

1. The Department of General Services develop a list of agencies that do not report expenditures or contracts to DGS or on the State Contracting and Procurement Registration System.
2. Department of General Services develop uniform criteria for data input for the State Contracting and Procurement Registration System so the data can be more readily reviewed and used to assess spending within various categories or by specific time frames. This information should include the fund source and any reimbursements for all entries.
3. Each state entity reporting expenditures identify expenditures in relation to primary budget authority, not as a pass through expenditure of Department of General Services. DGS and state agencies should coordinate to ensure expenditures are not double-counted.

The Committee recommends the following changes to reduce state costs:

4. The Department of General Services develop an electronic database of all state facilities with conference and meeting rooms and a contact person for each facility.
5. State agencies adopt a policy of using state or other municipal facilities for meetings rather than private facilities in an effort to reduce costs.
6. Department of General Service should change the replacement criteria contained in the State of California Fleet Handbook to extend vehicle life for all non-emergency light duty vehicles.
7. Agencies and Departments of California State Government should develop a personnel-to-vehicle ratio for employees who need a vehicle to do their job. These agencies and departments should conduct a census of employees who utilize state vehicles to determine who needs a vehicle full-time and who might share a pool vehicle for occasional use.