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# PUBLIC DOCUMENTS HIGHLIGHTS FOR TEXAS

TEXAS STATE LIBRARY

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TEXAS STATE PUBLICATIONS CLEARINGHOUSE

VOL.4 NO.1

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## State Treasury is Sporting a New Look

by Richard H. Paul, Director of Treasury Information  
State Treasury Department

Government Publications  
OCT 11 1983  
Dallas Public Library

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From the outside, the two-story wing of the LBJ State Office Building housing the State Treasury looks like any other government structure. But inside its pink granite and glass walls, things are beginning to take on a new look.

The Texas State Treasury is one of the oldest state agencies, established under the original Texas Constitution. Into this century, the staid Treasury has remained insulated to a large degree from changes transforming the world around us. Only three people have served as state treasurer since 1941--Jesse James (1941-1971), Warren G. Harding (1971-1983), and Ann Richards, who took office on January 1.

Major changes are now taking place at the Treasury, however. The quill pens and green eyeshades that once characterized the Treasury Department have been retired and a new computer system is on the way. An efficient cash management system has been put in place within the Department, and plans are underway to expand the program to include all of state government.

"You have to look at money as a commodity," State Treasurer Ann Richards explains. "And the most important thing is to make sure

that the state's money is working for Texans every minute of the day."

A key element of the new cash management system is the "rapid deposit" program. The goal is to speed the 30,000-plus checks--totaling \$90 million--received by state government each day through the necessary processing and into Texas banks where the money draws interest. The program incorporates a commonsense approach toward handling money, as well as purchase of new equipment for automation.

First, state agencies were encouraged to make their deposits on more frequent schedules. The General Land Office, for example, now makes frequent deposits instead of "waiting until the bag gets full" before delivering its receipts to the Treasury. A better working relationship was also established with the Comptroller's Office, which accounts for 40 percent of the Treasury's business. Deposits of tax receipts and other collections were stepped up, timing was arranged so that deposits meet banking system deadlines better, and the Treasury began accepting business later in the day and on weekends during peak periods. This April, the first Saturday bank deposit ever made by the Treasury netted the state thousands of dollars extra in interest.

Members of the State Legislature made their contribution toward improving the Treasury by approving a \$626,000 emergency appropriations package earlier this year. These funds enabled the Treasury to acquire modern item processing equipment called proof machines to encode and sort checks and state warrants. The Treasury's new Items Processing Division is the most visible product of the additional funding and the new cash management program.

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# \$ Treasury... \$

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Because of the new equipment, the state no longer pays banks to encode checks, saving an estimated \$600 per day in fees. Furthermore, because the checks arrive at the banks ready to go, they enter the banking system faster and the state receives credit in its accounts sooner. This results in millions of dollars per year in additional interest earnings.

## UNCLAIMED PROPERTY PROGRAM

As important as good cash management practices are to Texans, it is another program administered by the state treasurer that has the most direct contact with the public--the Unclaimed Property Program.

Under state law, property--money or other assets--that has been abandoned or unclaimed for at least seven years must be turned over to the state treasurer. Dormant checking and savings accounts, uncashed money orders or cashiers checks, unclaimed security deposits, unredeemed gift certificates, abandoned brokerage accounts, and even safe deposit boxes are covered under this often misunderstood law.

The Texas unclaimed property laws are misunderstood because nobody has made the effort to be sure financial institutions and businesses are aware of their responsibilities. A public education project now is underway as part of the Treasury's Unclaimed Property Program, and several informational brochures, fact books and procedures manuals are planned or already in production.

The public also does not have a good understanding of the law in the sense that people often believe that once their long-forgotten bank account is turned over to the state treasurer, it is gone forever. Nothing could be further from the truth! If the owner ever shows up, no matter how much time has passed, the state treasurer will gladly refund the money. Indeed, reuniting people with their money is the primary reason for the Unclaimed Property Program in the first place.

Of course, it is not possible to locate the owners of many accounts, and that money stays in the State Treasury earning interest and helping to pay for educational programs, law enforcement, transportation and other state responsibilities. As of June, more than

\$8 million had been collected in unclaimed property since last September, a 40 percent increase over the same ten month period last year. And, in the same ten months, more than \$600,000 was returned to the rightful owners of unclaimed property, doubling the rate of last year.

## RECENT TREASURY PUBLICATIONS

**TREASURY FACTS** Arranged in two sections; the first provides a general description of the Treasury Department, including organization chart, key staff members, and responsibilities of the divisions. The second section, which makes up the bulk of the publication, covers functions of the Treasury. Flow charts, graphs, and tables accompany the text.

**TREASURY NEWS** Periodic memo to State Depositories (Texas banks that are depositories for State of Texas funds) covering significant actions taken at State Depository Board meetings and State Treasury activities affecting depositories.

**TREASURY PROGRESS REPORT** Interim performance and status report to the State Legislature on activities in the State Treasury. The report is presented in three parts: Cash Management, Unclaimed Property Collections and Refunds, and Treasury Management and Services. Each part outlines goals, improvements, and services and projects made possible or upgraded by emergency funding.

Anyone wishing to know more about the Texas State Treasury, cash management in state government, or the Unclaimed Property Program should contact the Treasury Information Office at Box 12608, Austin, TX 78711.

# PUBLIC DOCUMENTS HIGHLIGHTS FOR TEXAS

Fall 1983 Vol. 4, No. 1

Nancy Ursery, Editor

PUBLIC DOCUMENTS HIGHLIGHTS FOR TEXAS is published quarterly in March, June, September, and December by the Texas State Publications Clearinghouse, Texas State Library. Information and materials proposed for publication should be sent to the Editor, PUBLIC DOCUMENTS HIGHLIGHTS FOR TEXAS, Texas State Publications Clearinghouse, Texas State Library, Box 12927, Austin, Texas 78711. The editor retains the right to accept and edit such materials.

## Publication Schedule

Persons interested in submitting articles or information for publication in PUBLIC DOCUMENTS HIGHLIGHTS FOR TEXAS should forward the materials to the editor according to the following deadlines:

Winter 1983 - Vol. 4, No. 2  
November 1, 1983

Spring 1984 - Vol. 4, No. 3  
February 1, 1984

Summer 1984 - Vol. 4, No. 4  
May 1, 1984

Articles received after the issue deadline will be considered for the following issue. Current news releases received after the issue deadline will be included in the issue whenever possible.

## State Documents Workshop

The Texas State Publications Clearinghouse, Texas State Library, and Texas Library Association Government Documents Roundtable will cosponsor a preconference workshop on Texas state documents in conjunction with the TLA 1984 Annual Conference in Corpus Christi. A short questionnaire requesting input on topics to be included in the workshop program has been mailed to the Texas depository libraries. More infor-

mation on the content of the program will be distributed as plans develop. If you are interested in attending the workshop or would like to receive additional information, contact:

Nancy Ursery, Coordinator  
Texas State Publications Clearinghouse  
Texas State Library  
Box 12927  
Austin, TX 78711



# AMERICAN LIBRARY ASSOCIATION CONFERENCE REPORTS

## Government Mapping Update

by Brenda McDonald, Head, Documents and Maps Library  
The University of Texas at El Paso

The Biltmore Hotel in Los Angeles was the location of "Government Mapping Update," a program cosponsored by the American Library Association Maps and Geography Round Table (MAGERT) and Government Documents Round Table (GODORT) on Saturday morning, June 25. The speakers were Bernadine Hoduski from the U.S. Congress Joint Committee on Printing, Gil Baldwin of the U.S. Government Printing Office, and Gary North of the U.S. Geological Survey National Cartographic Information Center.

Ms. Hoduski's presentation centered on the progress of Government Printing Office efforts to consolidate the distribution of maps through the GPO, rather than through numerous depository programs. The ultimate aim of these efforts is to emphasize cooperation in reducing wasteful duplication.

Attempts at consolidation, she said, can be traced back to 1975 when GPO was asked to send out a questionnaire on maps. Meetings were held with various agencies, who expressed reluctance at the proposed consolidated distribution of maps for several reasons. Agencies believed that maps were not of interest to most people; they felt each agency could do a better job independently; and they doubted librarians would know the importance of replacing certain maps. Librarians continued to work for one depository system and this resulted in the current U.S. Geological Survey (USGS) and Defense Mapping Agency (DMA) pilot project. The agreement between GPO, USGS, and DMA calls for GPO to handle the records while the agencies pay for printing and handle the storage and distribution of the maps.

The Joint Committee on Printing, Ms. Hoduski continued, is also

working with the National Ocean Survey (NOS) to bring their maps into the program. Earlier, NOS had planned to stop free distribution. A questionnaire on these maps will be sent to depository libraries. Other agencies that produce maps, including the Bureau of Land Management and Corps of Engineers, are being investigated for possible inclusion in the program.

Ms. Hoduski also discussed the Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases, for which she is chairperson. The findings of the committee may eventually lead to decisions favoring the distribution of maps to depositories on videodisc.

Gil Baldwin discussed in more detail GPO surveys 83-11 and 83-12, which create 600 new item numbers for USGS and DMA maps. The surveys were to be mailed by the first week in July to all U.S. document depositories and to any maps depositories that did not respond to an earlier survey. Regionals that do not have the staff and facilities necessary to administer a large map collection will be allowed to designate another library to receive the maps. Reiterating and adding to Ms. Hoduski's statements, Mr. Baldwin stated that GPO will be responsible for bibliographic control and the records of selections. USGS will be responsible for providing an adequate number of copies of maps and handling claims.

A question was raised regarding the various ways maps are mailed--folded, rolled, and boxed. The person raising the issue disliked the folding of maps. Mr. Baldwin answered that GPO mails the materials as they are received; they do not do the folding.

Gary North followed with a description of the reorganization

within USGS that will occur during the next five to seven years. Emphasis for the future will be on digital cartography and automation. Circular 895 (I 19.4/2: 895 A-G), to be issued in seven volumes, will include draft data standards and user guides for digital cartography for all mapping agencies.

USGS is working on a ten year compilation of its index, covering 1970 to 1980. Another project Mr. North described is a History of Mapping exhibit at the National Geographic Society Center in Washington. This joint project should become a traveling exhibit to visit major science museums after October. It includes photos of maps from all over the world.

After questions from the audience, the meeting was turned over to the Cartographic Users Advisory Council (CUAC), which is made up of representatives from MAGERT, Special Libraries Association Geography and Maps Division, Geoscience Information Society, and Western Association of Map Libraries. CUAC's function is to serve as a conduit between librarians and agencies--to communicate concerns to the agencies and provide a uniform response to all librarians at the same time. At this meeting CUAC gathered information from librarians on issues to be pursued and presented a prioritized list of federal agencies that should be included in the GPO depository program. The agencies are: (1) NOS, (2) Bureau of Land Management, (3) Bureau of the Census, (4) Office of the Geographer - Department of State, (5) Soil Conservation Service, (6) Department of Energy, (7) Corps of Engineers, (8) Forest Service, (9) NOAA and the Weather Service, and (10) Department of Housing and Urban Development and Tennessee Valley Authority. The Council asked for input on other agencies to be included in this list.



# ALA CONFERENCE REPORTS

## Highlights of the Federal Documents

### Task Force Meetings

by Barbara Turman  
Documents Librarian  
The University of Texas at Austin General Libraries

Since Sarah Kadec has been director of the Library Programs Service (LPS) of the Government Printing Office (GPO), she has created three task forces:

1. An ADP task force to explore ways to utilize available technology to create a data base for internal automation and to automate communication with depositories;
2. A workflow task force that will cooperate with ADP to perform functional analyses, improve workflow, and eliminate duplication of records and efforts at LPS;
3. A five-year-plan task force that has projected intermediate and long-term goals for internal operations, library organization, and new technology such as microfiche.

The Joint Committee on Printing has appointed 16 members to a newly formed Ad Hoc Committee on Depository Library Access to Federal Automated Data Bases. Members of the committee represent the library community, the private sector, and government agencies. Their purpose is to evaluate the feasibility and desirability of providing depositories access to government information in electronic formats. The committee will identify major policy areas needing to be addressed to meet the intent of Title 44 of the U.S. CODE.

Legislation was introduced in Congress this session on two issues important to documents librarians. The first piece of legislation would restore the National Archives and Records Service (NARS) to its original status independent of the General Services Administration. The second piece of legislation would transfer the Census Bureau out of the Commerce Department, making it an independent agency. Librarians concerned about the second issue should contact the Chairman of the Government Operations Committee in Congress.

Mark Scully of GPO discussed a number of GPO policy issues...

...The inadvertent release of certain U.S. Geological Survey reports on the Papago Indians caused some controversy among depositories. GPO asked depositories to destroy these publications because the Papago Indians had so requested. For more information on this issue contact: A. Thomas Overstine, Mail Stop 913, USGS, Reston, Virginia 22090 (703/860-6561).

...Librarians expressed concern over Shipping List 18,065 dated 5/27/83, which reported that only Regionals would receive publications listed on the shipping list. This was not intended as a policy

change, but rather a clean-up operation. Unfortunately, MOR-BIDIITY AND MORTALIITY was inadvertently listed as one of the limited distribution publications. This publication will be reprinted and shipped to depositories who selected it.

...Proposals to change library inspection procedures have been sent to the Depository Library Council for comment.

...The microfiche policy (SOD 13) that defines which documents will remain in paper and which will be converted to microfiche is being reviewed by GPO and will be released soon.

(continued on next page)

## State and Local Documents

### Task Force Meeting

by Janet Fisher, Documents Librarian  
El Paso Public Library

The business meeting of the Government Documents Round Table (GODORT) State and Local Documents Task Force was held on Sunday, June 26, during the American Library Association Conference in Los Angeles. Tim Byrne, outgoing coordinator, chaired the meeting.

The task force has split into three work groups--Guidelines, Local Documents, and Documents on Documents. The Guidelines work group had prepared a questionnaire to survey the perceived ability of state distribution centers to provide adequate services. This questionnaire, to be released by GODORT next year, will be sent to as many as thirty depository libraries in each state.

The Local Documents work group held a successful program on "PR For Local Documents" on Saturday, June 25. Attendance was high and

more programs on local documents will be planned for upcoming ALA conferences.

The Documents on Documents work group project, which has been in progress for many years, is finally coming to its conclusion. This project deals with the guidelines produced by each state detailing their procedures for handling documents (acquisition, processing, classifying, weeding, etc.). The Educational Resources Information Center (ERIC) will make the DOCUMENTS ON DOCUMENTS set available on microfiche for purchase in the near future. The collection will be offered both by geographic region and as a complete set; the estimated price for the complete set is \$25.

The new coordinator of the State and Local Documents Task Force is Agnes Ferruso from the Library of Congress.

## Documents Preconference

by Janet Fisher, Documents Librarian, El Paso Public Library

Thirty seven librarians attended the preconference seminar "Developing Effective Collections and Quality Reference Services for U.S. Government Documents" held prior to the American Library Association (ALA) Annual Conference in Los Angeles. The day began with speakers detailing a few of the problems commonly occurring in documents collections; throughout the day suggestions were presented for conducting use and user needs studies and for initiating improvements by developing goals and objectives for documents sections.

Problems encountered by all U.S. depository libraries involve both internal and external elements, including staff turnover at the Government Printing Office (GPO)

that creates a lack of continuity in operating procedures, speed of delivery of publications from GPO, federal budget cuts lowering the number of depository items available, and lack of sufficient staff in depository libraries to complete a generous (and seemingly ever-expanding) amount of work. Some of these factors cannot be altered significantly through individual efforts; however, through participation in and action by ALA Government Documents Round Table and other groups, GPO can be pressured to improve some of its activities.

In order to improve collection development, subjects that are of interest to patrons and areas in collections that need attention

must be identified. In addition to asking patrons the standard questions to determine the type of document or information needed, use and user studies can be employed. Questionnaires may be one tool to consider for acquiring this information. Librarians can also perform collection assessments by comparing holdings against bibliographies on subjects of interest to patrons. SUBJECT BIBLIOGRAPHIES can be used for this self-assessment, as well as lists compiled from the MONTHLY CATALOG or the PUBLICATIONS REFERENCE FILE.

The following ideas were presented as ways to improve documents service to patrons:

1. Set up and maintain an information interchange within the documents section--for example, by holding monthly meetings. These meetings can provide a place to share favorite "disaster questions" of the month and can serve as vehicles for staff training.
2. Encourage the use of referrals to other agencies for information.
3. Videotape reference interviews and use in staff training on interpersonal communications, thereby giving staff members insight into their appearance and communication skills.

The key to initiating improvements within our documents sections is to develop long-range goals and objectives that reflect broad intent and designate tasks to be completed within a specified time. Periodically performing self-assessments and charting the progress of the documents section can also help to identify areas of emphasis for the future. A source mentioned as a guide is OUTPUT MEASURES FOR PUBLIC LIBRARIES by Douglas Zweizig and Eleanor Rodger (Chicago: ALA, 1982). Written goals and objectives can serve as guides for documents sections; they can also be presented to library management at the end of the year to demonstrate achievements made in the documents section during the year.

All who attended the seminar agreed that it was a productive day and took home many ideas to be considered and implemented.

## Federal Documents Task Force...

(continued from page 4)

Gil Baldwin of GPO Cataloging and Classification made a number of announcements...

...GPO plans to use ENERGY RESEARCH ABSTRACTS, rather than the MONTHLY CATALOG, as the basis for bibliographic control of Department of Energy Information Center technical reports. GODORT passed a resolution at the business meeting requesting that all DOE depository publications be included in the MONTHLY CATALOG, which is designated as the catalog and index for all government publications.

...LC TOSCA (Library of Congress total on-line searching for cataloging activities) authority files are being used for GPO cataloging.

...The structure of the breakdown of groups of documents within item numbers is being reconsidered.

...The MONTHLY CATALOG will be available on fiche in January, 1984. GPO asked GODORT to participate in the development of the new form of the MONTHLY CATALOG and the initial stages of this task were delegated to the Federal Documents Task Force Ad Hoc Monthly Catalog Committee. GODORT felt that a simple reproduction of the MONTHLY CATALOG in fiche format would not serve all the document information needs of the public--some users would still require a

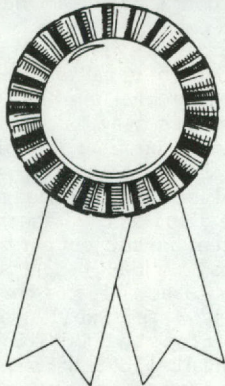
paper copy. This and other recommendations are included in the Study Committee's "Monthly Catalog Discussion Document." A resolution was passed at the business meeting asking GPO to use the recommendations in the "Monthly Catalog Discussion Document" as the basis for this fiche product.

Bernadine Hoduski from the Joint Committee on Printing discussed recently-granted waivers allowing some materials, such as EEOC DECISIONS and PROGRESSIVE FISH CULTURE to be privately printed. Copies of these waivers are sent to GPO; the citations should appear in the MONTHLY CATALOG.

Kenyon Rosenberg from the National Technical Information Service briefly discussed their electronic ordering system that includes an 800-number service available 24 hours a day. Ordering through this system is easier by terminal than by telephone. Libraries must establish a deposit account to use the system, but there is no charge for the service.

Nancy Menan from NARS reported that over 200 orders for Census microfilm have been received since distribution by private contractor began in July. Concern was once again expressed regarding NARS-produced microfilm not included in the contract for distribution.

# Notable Documents



by Melissa Roberts  
Information Specialist  
Texas State Library

Two publications of the state of Texas have been recognized for excellence by the Education Task Force of GODORT (Government Documents Round Table, American Library Association).

TEXAS PARKS & WILDLIFE, published by the Texas Parks and Wildlife Department, and VOLUNTEER SERVICES GUIDEBOOK (9 volumes), published by the Texas Department of Human Resources, were included on the first annual Notable Documents List compiled by the GODORT Notable Documents Committee.

The Notable Documents List cites outstanding documents prepared by or for national, state and local governments and official international agencies for public distribution through a depository library program, the issuing agency, or official publications outlets.

Documents were judged for innovation and creativity in presentation, relevance to an identifiable readership, comprehensibility to non-specialists, and contribution to furthering knowledge of government processes.

The Notable Documents Committee compiled the list not only to recognize excellence in government publications but also to advertise the extensive range of information available through government documents. Another purpose was to promote awareness of federal, state and local depository systems.

The complete Notable Documents List will appear in the September, 1983, issue of DOCUMENTS TO THE PEOPLE, published by the American Library Association.

## TEXAS STATE AGENCY CHANGES 68th Legislature, Regular Session

by Brenda Olds, Documents Librarian  
Legislative Reference Library

[Editor's note: The Texas State Publications Clearinghouse has not yet established Texas document classification numbers for the new agencies and agency name changes from the 68th Legislature. New classification numbers will be announced in TEXAS STATE DOCUMENTS.]

### New Agencies Created

AGENT ORANGE ADVISORY COMMITTEE created within Department of Health (SB 370)

AUTISM TASK FORCE, INTERAGENCY created; coordinated by Planning Council for Developmental Disabilities (SCR 98)

CHILDREN'S SPEECH, HEARING & LANGUAGE SCREENING ADVISORY COMMITTEE created within Department of Health (SB 705)

CHILDREN'S VISION SCREENING COMMITTEE created within Department of Health (SB 705)

COMMUNITY AFFAIRS, ADVISORY COUNCIL ON created to establish Community Development Review Committee (SB 315)

CONTESTED LEGISLATIVE ELECTIONS, COMMITTEES FOR THE REFERRAL OF created (HB 1006)

DIABETES COUNCIL created within Department of Health (SB 215)

DIETITIANS, STATE BOARD OF EXAMINERS OF created within Department of Health (SB 671)

DEVELOPMENTAL DISABILITIES, PLANNING COUNCIL FOR created; administering agency to be designated (HB 1985)

DISABILITIES, COUNCIL ON created to advise the Health & Human Services Coordinating Council (SB 711)

ELECTIONS ADVISORY TASK FORCE created within Secretary of State's Office to carry on the Election Central reporting of results (HB 1121)

FIRE PROTECTION ADVISORY COUNCIL to be appointed by State Board of Insurance to advise Fire Marshal on sprinkler systems (SB 234)

GATEWAY STATE PARK, Tarrant County, created as part of Parks and Wildlife Department (HB 2061)

HEALTH & HUMAN SERVICES COORDINATING COUNCIL created; will be advised by Council on Disabilities, Long-Term Care Coordinating Council for the Elderly, and Medical Care Advisory Committee (SB 711)

HOSPITAL EQUIPMENT FINANCING COUNCIL created to sell used hospital equipment (SB 752)

HUMAN SERVICES CENTER, ADVISORY PLANNING COUNCIL FOR THE created to advise Purchasing and General Services in planning construction of the Center (HB 2278)

JOB TRAINING COORDINATING COUNCIL created to establish policy; actual work to be carried out by Department of Community Affairs (HB 2251)

LAY MIDWIFERY BOARD created within Department of Health (SB 238)

(continued on next page)

# STATE AGENCY CHANGES...

(continued from page 6)

LONG-TERM CARE COORDINATING COUNCIL FOR THE ELDERLY created; will advise Health & Human Services Coordinating Council (SB 711)

MEDICAL CARE ADVISORY COMMITTEE created to advise Health & Human Services Coordinating Council (SB 711)

MUNICIPAL SOLID WASTE MANAGEMENT & RESOURCE RECOVERY ADVISORY COUNCIL created within Department of Health (HB 1719)

OCCUPATIONAL THERAPY, ADVISORY BOARD OF created as part of Rehabilitation Commission (SB 1213)

PUBLIC EDUCATION, SELECT COMMITTEE ON created as extension of the committee created by 67th Legislature (HCR 275)

PRESERVATION BOARD, STATE created (SB 147)

PUBLIC UTILITIES COUNSEL, OFFICE OF created within Railroad Commission (HB 593)

REAL ESTATE BROKER-LAWYER COMMITTEE created to propose uniform legal forms (SB 636)

SENTENCING PRACTICES & PROCEDURES, COMMISSION ON to be established by Criminal Justice Policy Council (SCR 124)

SEX OFFENDER TREATMENT, INTERAGENCY COUNCIL ON created (SB 84)

SPECIAL SENSES & COMMUNICATION DISORDERS, INTERAGENCY COMMITTEE ON created within Department of Health (SB 705)

SPEECH-LANGUAGE PATHOLOGY & AUDIOLOGY, STATE COMMITTEE OF EXAMINERS FOR created within Department of Health (SB 813)

TELEPHONE SERVICE ADVISORY COMMITTEE created to advise Purchasing and General Services on Capitol Complex telephone service needs (SB 1355)

TEMPORARY EMERGENCY RELIEF PROGRAMS, LEGISLATIVE STUDY COMMITTEE ON created (HB 1732)

TEXAS TRAILS SYSTEM to be established by Parks and Wildlife Department (HB 1731)

TRINITY RIVER STATE PARK, Dallas County, created as part of Parks and Wildlife Department (HB 2061)

WORKERS COMPENSATION ASSIGNED RISK POOL, TEXAS created; regulated by State Board of Insurance (SB 515)

## Agency Changes

BATTLESHIP TEXAS COMMISSION abolished; duties transferred to Parks and Wildlife Department (HB 586)

CLOSEUP BOARD abolished

Court Reporters Certification Committee name changed to COURT REPORTERS CERTIFICATION BOARD (SB 565)

Criminal Justice Division Advisory Board replaced by CRIMINAL JUSTICE POLICY COUNCIL and CRIMINAL JUSTICE COORDINATING COUNCIL (SB 911)

Emergency Medical Services Division, Coordinated replaced by EMERGENCY MANAGEMENT, BUREAU OF within Department of Health (SB 385)

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# TA '84

## Maps Seminar

Maps have been variously described in the literature as everything from "awkward, fragile monsters" to an "attempt at the impossible" (trying to depict a three-dimensional, curved surface on a two-dimensional, flat surface). Sometimes those of us faced with the organization and administration of map collections feel that our task, too, is awkward and impossible. The good news is that help is on the way!

The Texas Library Association Documents Roundtable will sponsor a maps seminar, scheduled from 1:00 to 5:00 P.M. on Wednesday, April 4, 1984, at the TLA Annual Conference in Corpus Christi. The program, covering many types of maps from a variety of sources, will focus primarily on cartographic materials as information sources rather than on the formal organization of a map library. However, other aspects of map librarianship, such as acquisitions, equipment, and care and storage of maps, will likely be discussed.

Those of us who lack formal training or experience in dealing with maps will surely benefit immensely from the proceedings, which will be organized and conducted by experienced map librarians. Plan to attend the seminar and profit from their expertise!

Submitted by Pamela A. Morris, Vice Chair/Chair Elect, Government Documents Roundtable, Texas Library Association.

## APRIL 1984

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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

# Audit Reports for Local Governments and State Cognizant Audit Agency Responsibilities

by John Clark, Chief Accountant, Administrative Services Division  
Governor's Office of Management and Budget

To eliminate duplication of effort in local government reporting of grant monies received, the Office of Management and Budget published Attachment P to Circular A-102 in October, 1979. Circular A-102 covers uniform requirements for grants to state and local governments--Attachment P establishes requirements for single audits of local recipients of federal funds, whether such funds are received directly from the federal government or passed through state agencies. The purpose of the single audit concept is

to perform one audit that satisfies the needs of all interested parties.

The Texas Uniform Grant and Contract Management Act (VCS 4413 [32g]) provides for the assignment of state cognizant audit agencies for local governments by the Governor's Office. The role of the state cognizant audit agency is to interact with other state agencies that provide funding to a local government and to cooperate with the federal cognizant audit agency in providing guidance to, and

securing an audit of, the local government. The Attachment P audit report is received, reviewed, and distributed by the state cognizant audit agency.

The purpose of such assignments is to coordinate all state agency input to the single audit process. As of June 1, 1983, twenty-seven assignments had been made. Potentially, there are over 400 local governments in Texas that may request assignment of a state cognizant audit agency.

A limited number of Attachment P audit reports are provided to the Texas State Library by state cognizant audit agencies.

## STATE AGENCY CHANGES...

(continued from page 7)

- ENERGY AND NATURAL RESOURCES ADVISORY COUNCIL, TEXAS abolished
- Harlingen State Chest Hospital name changed to SOUTH TEXAS HOSPITAL, Harlingen (SB 801)
- Industrial Commission name changed to ECONOMIC DEVELOPMENT COMMISSION (SB 105)
- INTERSTATE COOPERATION, GOVERNOR'S COMMISSION ON abolished
- LEGISLATIVE INFORMATION SYSTEM COMMITTEE absorbed by Legislative Council
- Public Servant Standards of Conduct Advisory Committee replaced by ETHICS ADVISORY COMMITTEE, STATE (SB 234)
- PURCHASES OF PRODUCTS AND SERVICES OF BLIND AND SEVERELY DISABLED PERSONS, COMMITTEE ON transferred from State Purchasing and General Services Commission to State Commission for the Blind (SB 329)
- Records Preservation Advisory Committee replaced by RECORDS MANAGEMENT AND PRESERVATION ADVISORY COMMITTEE (SB 427)
- Tax Assessor Examiners, Board of replaced by TAX PROFESSIONAL EXAMINERS, BOARD OF (HB 2031)
- Youth Council name changed to YOUTH COMMISSION (SB 422)

## Colleges & Universities

- INSTITUTE FOR VENTURES IN NEW TECHNOLOGY (INVENT) created as part of Texas A&M University Engineering Experiment Station (SB 468)
- LAMAR UNIVERSITY SYSTEM created (SB 620)
- UNIVERSITY OF HOUSTON name changes (SB 235)
  - UNIVERSITY OF HOUSTON - CLEAR LAKE
  - UNIVERSITY OF HOUSTON - DOWNTOWN
  - UNIVERSITY OF HOUSTON - UNIVERSITY PARK
  - UNIVERSITY OF HOUSTON - VICTORIA

CLASSIFICATION AND INDEXING BY THE CLEARINGHOUSE: Classifying the Attachment P audit reports into the Texas documents classification scheme presents a special problem because, although distributed by a state agency (the assigned state cognizant audit agency), they are audits of local governmental units covering funds received from a number of state and federal agencies. Each council of governments (COG) has a classification number in the Texas state documents classification manual; however, counties and municipalities are classified under the base number of the COG in which they are located. The Clearinghouse is using this system, rather than classify the single audits under the number of the cognizant audit agency.

As an example, audit reports of the City of San Antonio were distributed by the Department on Aging, the designated cognizant audit agency. San Antonio is located in the Alamo Area Council of Governments, whose base number in the classification manual is A1250. According to instructions in the manual, we developed this into a base number for San Antonio (A1250.93S) and cuttered by the title of each report.

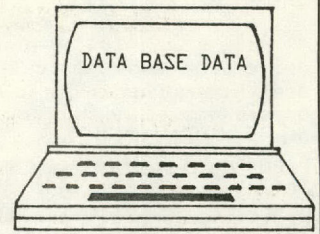
The audit reports are listed in TEXAS STATE DOCUMENTS under the name of the local governmental unit, such as: San Antonio, Texas. They can also be accessed by title in the Title Index section of TEXAS STATE DOCUMENTS, and through the Subject Index under the name of the local governmental unit.



# HEALTH PLANNING DATA FOR TEXAS

## Bureau of State Health Planning and Resource Development

by Don R. Kretsinger, Planner  
Bureau of State Health Planning and Resource Development



The Bureau of State Health Planning and Resource Development of the Texas Department of Health does not claim to have cornered the market on health data, but if it did, the claim would be difficult to dispute. Since its inception on July 1, 1975, the Bureau has been the single state agency charged by the Governor to collect, analyze, and disseminate health and health-related data.

As the agency mandated to conduct health planning for Texas, a major project of the Bureau is to develop, maintain, refine, and utilize a sophisticated health planning data base for the benefit of decision-makers and the state-wide health planning community. A number of reports are produced from the computer files and distributed in paper or microfiche format.

**TEXAS MEDICAL FACILITIES INVENTORY AND UTILIZATION** presents an inventory of medical facilities in Texas, along with selected data either provided by these facilities via an annual questionnaire or from secondary sources. Included are hospitals (acute, special and/or long-term care), nursing and custodial homes, rehabilitation outpatient clinics, outpatient clinics (Department of Mental Health and Mental Retardation and other), home health agencies (providing services in individual homes), dialysis centers, public health centers, health maintenance organizations, migrant health projects, and packaged disaster hospitals. Data for each facility include type of control, operating beds, admissions, discharges, patient days, outpatient services provided, outpatient visits, level of emergency care, emergency visits, home health agency visits, and capacity. Totals are provided for category of care and type of facility within each county, and for county and health service area.

All data on which the inventory is based are contained in the 1981 Integrated Facilities Masterfile. Other information, besides that

reflected in the INVENTORY, is contained in this computer file and available upon request.

**PATIENT ORIGIN & DESTINATION STUDY** is the result of studies conducted by the Bureau of State Health Planning and Resource Development in conjunction with the Texas Hospital Association. The Patient Origin Report is based on individual facilities. Patients admitted to the facility are traced to their county and zip code of residence. The Patient Destination Report is county-based. It traces county residents to the hospital of admission. For 1979, these aggregations are available by medical service of admission or by age category/sex of patient. The 1981 Reports are available in one format only that includes medical service of admission, age category, sex for ages 15-44, and ethnicity/race.

**BIRTH-ORIGIN STUDY OF TEXAS NEWBORNS** is a report of number of births by county. The number of births in any one county includes births to women coming in from other counties (in-migration), women going out to other counties (out-migration), and women staying in the county. This report provides data on all three types of birth, the percent of births occurring in or outside of hospitals, and whether the delivery was by a physician, certified nurse midwife, midwife, or other person.

**TEXAS HEALTH MANPOWER REPORTS** are periodic studies of health professionals in Texas. Separate reports are published covering physicians, nurses, licensed vocational nurses, dentists, dental hygienists, chiropractors, optometrists, physical therapists, and pharmacists. Each provides information on the number of practitioners in each county by speciality, type of practice, and age, with statewide totals.

**POPULATION PROJECTIONS** contain figures by county for the years 1970 through 2000. Figures are broken down by age, sex, and race/ethnic group, with county and statewide totals.

### TEXAS HEALTH INFORMATION SURVEY

As vital as these data and publications are to the state's decision-makers, none exceeds the newest publication of the Bureau, the TEXAS HEALTH INFORMATION SURVEY. The SURVEY, scheduled to come off the press early this fall, is a two-volume inventory of useful sources of health-related information. VOLUME I: INVENTORY OF HEALTH-RELATED PROGRAMS details activities of health services provider organizations. Entries are arranged by type of organization (state agency, private organization, etc.); an agency directory and keyword index are included. VOLUME II: INVENTORY OF HEALTH-RELATED DATA identifies available health-related data. Arranged by broad subject categories such as inpatient care and environmental health, the volume includes an agency directory, agency/program cross reference tables, and subject category and keyword indexes. The SURVEY is designed as a reference tool for planning and program staff responsible for coordinating health resources development. Both volumes have statewide application.

The TEXAS HEALTH INFORMATION SURVEY involves all agencies and organizations with an interest in health planning. It is hoped that the SURVEY will foster an awareness that cooperation in the assembly and analysis of data is essential for providing a high-quality information base for health planning in Texas. Another avenue along which the Bureau is moving in an effort to coordinate its activities with the various sources and users of data is the revitalization of the Texas Health Data Cooperative. The Cooperative is a viable entity open to all data providers and users in the state, enabling them to have access to and share data for mutual benefit, while avoiding duplication of effort and promoting cost effectiveness. The major purpose of the Data Cooperative is to advise the Texas Department of Health on data needs and availability in the state, and on data collection methods.

(continued on next page)

# HEALTH PLANNING DATA FOR TEXAS...

(continued from page 9)

All activities involved in the collection and publication of data are conducted by the Texas Department of Health in its role as the designated State Health Planning and Development Agency for Texas. As with all state health planning agencies created to meet the mandate of the National Health Planning and Resource Development Act of 1974, the Bureau of State Health Planning and Resource Development conducts the health planning activities of the state; prepares, reviews at least triennially, and revises as necessary the TEXAS STATE HEALTH PLAN; implements those parts of the PLAN that relate to the government of the state; and determines statewide health needs. The Bureau also assists the Statewide Health Coordinating Council in the performance of its functions, evaluates on an ongoing basis the physical condition of health care facilities, and provides technical assistance to individuals and public and private entities in obtaining and filling out the necessary forms for the development of projects and programs.

Until funds for them ran out this year, federally funded regional Health Systems Agencies (HSA's) were responsible for health planning at the local level. Each HSA published a HEALTH SYSTEMS PLAN that identified local health problems and the resources with which to address these problems. The local plans were reflected in the TEXAS STATE HEALTH PLAN. Under Section 1536 of the federal health planning law, a state health planning agency can conduct health planning without HSA's. However, a requirement of the federal funding agency is that local input be maintained. Local level analysis is conducted by the Bureau of State Health Planning and Resource Development to support development of the TEXAS STATE HEALTH PLAN and local data is maintained whenever necessary. Local community participation in the plan development process is obtained and support for implementation of the PLAN established. The Bureau is currently refining its process of obtaining this input.

A soon-to-be-published newsletter, TEXAS HEALTH PLANNING NEWS, will promote the recommendations of the TEXAS STATE HEALTH PLAN and summarize health planning data available through the Bureau of State Health Planning and Resource Development. Designed to lend

itself to the fast-paced environment of its audience, the format of the NEWS will not be restricted to standardized content topics but will remain flexible enough to accommodate placement of timely articles. The newsletter will be published only as the need arises.

[Editor's note: TEXAS MEDICAL FACILITIES INVENTORY AND UTILIZATION and BIRTH-ORIGIN STUDY OF TEXAS NEWBORNS are published annually and distributed to Texas Depository Libraries; TEXAS HEALTH INFORMATION SURVEY and TEXAS STATE HEALTH PLAN are also distributed. TEXAS HEALTH MANPOWER REPORTS are published annually and available in

the Texas State Library. Microfiche copies of these publications are available from the Texas State Publications Clearinghouse Micropublishing Program.

PATIENT ORIGIN & DESTINATION STUDY and POPULATION PROJECTIONS are available on microfiche in the Texas State Library.

Requests for information on the availability of this data in hard copy, microfiche, or computer tape formats should be addressed to the Department of Health, Bureau of State Health Planning and Resource Development, 1100 West 49th Street, Austin, TX 78756.]

## U.T. Austin General Libraries Designated Patent Depository Library

by Susan Ardis, Head, Engineering Library  
The University of Texas at Austin General Libraries

The University of Texas at Austin General Libraries has been designated as the fortieth Patent Depository Library by the Patent and Trademark Office.

The First Congress passed legislation in 1790 establishing the United States patent system, as called for in Article I, section 8 of the Constitution. The first United States patent was issued in 1790. Over 4.1 million patents have been issued to date; each year 70,000 to 80,000 patents are issued and added to the file. The Patent and Trademark Office has two primary functions: (1) to examine applications for patents and determine which applications qualify for patent grants, and (2) to collect, classify, and disseminate the technological information disclosed in the patents.

In order to receive the Patent Depository Library designation, the General Libraries has agreed to the following conditions:

1. To acquire a minimum of 20 years of back file.
2. To maintain a collection of classification and other patent publications necessary for effective access to the patent file.
3. To provide free access to onsite visitors, and assist the public in the use of the collection and the associated user aids.

The patents will be purchased on microfilm and housed in the McKinney Engineering Library, Cockerell Hall (ECJ 1.300), The University of Texas at Austin. Patents for 1977 to the present will be acquired this fall to start the collection; each year, additional years of back file will be purchased. Our ultimate goal is to have a collection of patents dating back to 1950.

The addition of patent literature to the General Libraries' collection is noteworthy for a number of reasons. U.S. patent literature is the largest and most comprehensive collection of technological information in the world. The technical information it provides is extremely comprehensive. Patents, unlike periodical literature must by definition contain original information, data, and ideas. Frequently new innovations derived from research are first disclosed in the patent literature. Patent literature can aid in process design by providing alternate techniques, and can serve as a source of new ideas in related fields.

[Reprinted from THE LIBRARY BULLETIN, official publication of The General Libraries, The University of Texas at Austin, Vol. XII, No. 25 (July 14, 1983)]

## Librarian Exchange

If your library has a special document need - or - available discards which you think might interest another library, please contact us so that we can list these items in the "Librarian Exchange." All inquiries concerning the listings should be addressed directly to the interested library and not to the **HIGHLIGHTS** newsletter. The library accepting the material agrees to pay any postage and packaging costs.

### Have...

Stephen F. Austin State University, Library, Documents Department, Nacogdoches, Texas 75962

1978 ANNUAL FINANCIAL REPORT. STATE OF TEXAS (Comptroller's Office C2600.3 An78)

BIENNIAL REVENUE ESTIMATE 1980-81 (Comptroller's Office C2600.3 B477)

TELL ME WHERE IT HURTS: A GUIDE TO HEALTH CARE DELIVERY IN RURAL AREAS. 1976 (Community Affairs C2400.8 T237)

TEXAS PUBLIC SCHOOL LAW BULLETIN (Education Department E500.4 P96) 1960; 1964; 1975; 1978; Suppl. to Bull. No. 587 - 1957

TEXAS SCHOOL DIRECTORY (Education Department E500.5 Sch65) 1977-78; 1978-79

LAWS AND RESOLUTIONS AFFECTING PUBLIC EDUCATION (Education Department E500.7 B874) 1965; 1969; 1971

REGIONAL COUNCILS IN TEXAS: A STATUS REPORT AND DIRECTORY 1979-80 (Governor's Planning and Budget Office G805.5 R263c)

TEXAS PUBLIC SCHOOLS AND PROPERTY TAXES: STEPS TO EQUALITY AND EQUITY (Intergovernmental Relations I1150.8 P96sp)

TEXAS REGISTER 1976 (Secretary of State S500.6 R263)

FISCAL SIZE-UP TEXAS STATE SERVICES (Legislative Budget Office L1300.6 F52) 1970-71; 1971-72; 1972-73; 1974-75; 1976-77; 1978-79; 1980-81; 1982-83

TEXAS STATE AND LOCAL GOVERNMENT: A FINANCIAL HANDBOOK (Texas Research League R1800.8 St291) 1975; 1977

A TEXAS TAXPAYER AGENDA FOR 1977 (Texas Research League R1800.8 T199a)

## New Publications From AALL/GDSIS

Two state documents were issued in conjunction with the June meeting of the American Association of Law Libraries Government Documents Special Interest Section.

The Legislative Reference Library and State Law Library jointly published **TEXAS STATE DOCUMENTS FOR LAW LIBRARIES**, a bibliography prepared to acquaint law librarians with documents that they might wish to acquire or to which they might need to refer. It emphasizes current, available documents and includes references to publications that are not actually Texas state documents but which, either in format or data, resemble state documents. The bibliography is arranged in eight sections, with the publications grouped under the area of government they describe or the publishing agency. Most

entries include a brief abstract of the document.

**PROPOSED TEXAS LEGISLATIVE HISTORY COLLECTION** is a handout prepared by Malinda Allison of the Legislative Reference Library for a discussion group on state legislative history materials and research techniques. The bibliography highlights Texas legislative history materials that are available to libraries, as opposed to materials that are archival in nature.

**TEXAS STATE DOCUMENTS FOR LAW LIBRARIES** was distributed to Texas Depository Libraries; **PROPOSED TEXAS LEGISLATIVE HISTORY COLLECTION** was offered for selection. Both documents are available on microfiche from the Texas State Publications Clearinghouse Micropublishing Program.

## Work Release

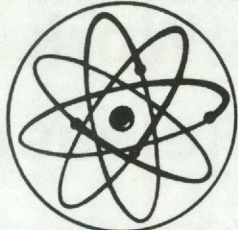
In 1975, the Texas Legislature authorized counties to establish work release programs for prison inmates. **WORK RELEASE: POTTER COUNTY'S EXPERIENCE WITH A NEW CORRECTIONS PROGRAM** describes the work release program operated by the sheriff's department of Potter County, located in the Texas Panhandle. The report also provides background information for other counties interested in establishing a similar program.

Work release allows selected prisoners sentenced to the county jail to work at a job in the community and return to the correctional center after work each day. The income earned helps defray costs of the program, support inmates' families, pay court costs and fines, and in some cases, provide restitution. Costs to the county for running the program are substantially less than maintaining prisoners in a conventional jail facility.

The number of prisoners enrolled in the Potter County program fluctuates weekly; the average number of participants is about thirty. Inmates work at a variety of jobs--as mechanics, clerks, typists, counselors, cooks, oil field rough-necks, and construction workers. Some have obtained specialized training at a nearby technical institute before being placed in a job. Potter County strives to make the work release inmates as self-sufficient as possible--inmates on work release arrange for their own transportation to and from work and pay for their room and board, clothing, laundry, and medicine.

Near unanimity exists among Potter County government officials that the work release program has succeeded.

This abstract is an excerpt from **WORK RELEASE: POTTER COUNTY'S EXPERIENCE WITH A NEW CORRECTIONS PROGRAM**. The report, prepared by Jay G. Stanford and Jose Jorge Anchondo of the Texas Advisory Commission on Intergovernmental Relations, was based on interviews with Potter County officials. The Texas ACIR staff also visited the Potter County Correctional Center. The report was offered to Texas Depository Libraries for selection and is available on microfiche from the Texas State Publications Clearinghouse Micropublishing Program.



States in more than half of the country will likely have no place to dispose of slightly radioactive trash when a 1986 federal deadline takes effect, says a General Accounting Office (GAO) report to Congress. The Low-Level Radioactive Waste Policy Act, passed in December 1980, gave the states the responsibility for disposing of contaminated materials like paper, protective clothing and other items used in laboratories, hospitals, power plants and various industries. Such low-level nuclear wastes generally pose a health danger for no longer than 100 years and are usually buried in shallow land sites. Today, all of the nation's commercial low-level wastes go to sites in Nevada, South Carolina and Washington, but the capacity of the sites is limited in the face of the growing volume of low-level waste and the objections of the host states to becoming "the nation's nuclear dumping grounds."

The law encourages states to form interstate compacts and construct regional disposal facilities. It also establishes January 1, 1986, as the date when a congressionally approved interstate compact can exclude nonmember states from using its disposal facilities. The GAO report says, "While progress is being made, it is likely that only two regions (the Northwest and Southeast) will have operating disposal sites by the...target date." Other new disposal sites probably will not be ready to operate until sometime between 1988 and 1990.

The report suggests that the government can either extend the deadline or open 13 existing Department of Energy disposal sites (used for low-level radioactive wastes from military programs) to commercial wastes. However, these options "could discourage the states from quickly seeking their own solution to the low-level waste problem," the report contends. Instead, GAO recommends that the three existing commercial sites remain open to all states or that the wastes be stored temporarily in "centrally located, warehouse-like facilities."

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# RADIOACTIVE WASTES IN TEXAS

by Tom Blackburn, Director, Special Programs  
Texas Low-Level Radioactive Waste Disposal Authority

When most of us hear the words "radioactive waste," we immediately think of nuclear power plants; few ever associate radioactive waste with hospitals, universities, or the oil industry. Although four are under construction, there are currently no operating nuclear power plants in Texas; however, in 1982, more than 25,000 cubic feet of radioactive waste was produced and shipped out of the state for burial. Over 85 percent of this low-level radioactive waste was generated by hospitals, universities, and health science centers throughout the state. The other 15 percent came from industrial users, such as well loggers, well fracturing companies, radiographers, and research centers.

In the past, users of radioactive materials have had a choice of up to six burial sites, none of which were located in Texas, for the disposal of their radioactive wastes. Today, there are only three disposal sites in operation in the United States. Chem-Nuclear Inc. manages a site outside of Barnwell, South Carolina; U.S. Ecology operates one outside of Richland, Washington and another at Beatty, Nevada. To ease the burden on these three states and to allow each state to assume responsibility for their low-level radioactive wastes, the federal government enacted the Low-Level Radioactive Waste Policy Act of 1980 (Public Law 96-573). This law requires each state to be responsible for the safe disposal of low-level radioactive wastes generated within its boundaries and allows the three existing sites to exclude out-of-state or out-of-region wastes after January 1, 1986. States are given the option to either group together and form regional compacts or approach the issue on an individual basis. Most states have chosen to join one of six regional compacts. Texas, however, has chosen to develop its own low-level radioactive waste burial site within the boundaries of the state; no out-of-state wastes will be disposed of at this site.

If currently operating sites closed or refused to accept Texas-generated wastes, many hospitals and universities would have to stop using radioactive materials,

resulting in a reduction in research and suspension of various nuclear medicine procedures. Realizing the seriousness of the situation, the 67th Texas Legislature passed legislation creating the Texas Low-Level Radioactive Waste Disposal Authority.

The Authority was created to locate, design, operate, close, and decommission a low-level radioactive waste burial site in Texas. The site will be licensed and monitored by the Bureau of Radiation Control, Texas Department of Health.

To ensure that the Authority is managed and controlled in the best interests of the citizens of the state, the legislature created a six-member governing board comprised of a medical doctor licensed to practice in Texas, an attorney licensed to practice in Texas, a certified health physicist, a geologist, and two members of the general public. Each of these members is appointed by the governor for a six-year term to oversee the operation of the Authority. The board is given a broad management authority; day-to-day operations are directed by the Authority's general manager. The 14-member staff of the Authority includes seven technicians, four administrative staff, an attorney, and two clerical assistants.

The staff has completed a comprehensive assessment of radioactive waste in Texas. A conceptual layout of a disposal facility is in the design phase. Also underway is a six-month siting study that will identify at least two prime sites for radioactive waste disposal. Following site identification, a one-year site analysis will be conducted and a license application filed with the Texas Department of Health. Upon license issuance, construction of the facility will begin, with completion expected in nine to twelve months. The anticipated operation date is January 1988. In addition, the Authority is evaluating the health and economic impacts a disposal site may have on local communities.

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# RADIOACTIVE WASTES...

# Federal Cutbacks

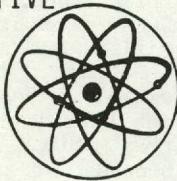
(continued from page 12)

Although the proposed Texas waste disposal site is for wastes generated in Texas only, the Authority maintains contact with the developing regional compacts, the Department of Energy, the Nuclear Regulatory Commission, and other interested groups such as the National Council of State Legislatures.

volume reduction technology are all considered in the estimates provided in this report. The report categorizes waste sources as institutional, industrial, federal facility, formerly used sites, and commercial nuclear power reactor. Waste streams from these sources are further characterized based on physical form, generation rate, activity level, and radionuclide content.

During the American Library Association (ALA) Midwinter meeting, two broad resolutions addressing funding reductions in federal programs affecting the gathering and publishing of information were initiated by the Government Documents Round Table (GODORT) and passed by the ALA Council. As a result, the ALA Washington Office sent letters to agencies and individuals protesting the cutbacks and asking that documents users be consulted before publications are discontinued. They have also asked GODORT to inform them of publications that have been cut back or have ceased; the Federal Documents Task Force will develop a mechanism to supply this information to the ALA Washington Office on an ongoing basis.

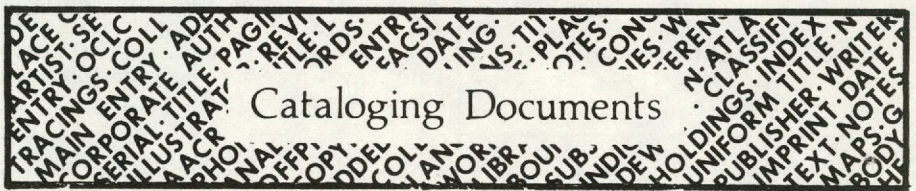
## LOW-LEVEL RADIOACTIVE WASTES IN TEXAS: VOLUMES, CHARACTERISTICS, AND PROJECTIONS



Over the past four years, numerous reports have attempted to characterize low-level radioactive waste generation in the states. These reports differ widely concerning the volume and source of waste generated in Texas. Discrepancies are due in part to the nature of survey formats and techniques, failure to eliminate out-of-state waste shipped for disposal by Texas brokers, and failure to follow up on erroneous and missing data. Estimates of Texas-generated waste volumes range from as little as 500 cubic feet to amounts approaching 90,000 cubic feet per year. The Texas Low-Level Radioactive Waste Disposal Authority elected to conduct its own evaluation to more accurately predict waste generation rates for support of the conceptual design and economic evaluation of a Texas disposal facility.

[This abstract is an excerpt from LOW-LEVEL RADIOACTIVE WASTES IN TEXAS: VOLUMES, CHARACTERISTICS, AND PROJECTIONS. The report was distributed to Texas Depository Libraries. Microfiche copies are available from the Texas State Publications Clearinghouse Micro-publishing Program.]

(continued on next page)



## Recent NACO Submissions From Texas State Library

- Texas. Automated Information Systems Advisory Council.
- Pecos River Compact Commission.
- Sabine River Compact Commission (Tex.)
- Canadian River Compact Commission.
- Rio Grande Compact Commission.
- Texas Automobile Insurance Service Office. (private)
- Texas Low-Level Radioactive Waste Disposal Authority.
- University of Texas Medical Branch at Galveston. Child Development Division.
- Higher Education Conference on New Federalism (1982 : Austin, Tex.)
- Texas. Adult Health Services.
- Texas. Office of Revenue Estimating and Research.
- Texas. Social Work Certification Program.
- Texas. Sunrise Program.
- University of Texas at Austin. Separations Research Program.
- Texas. Comptroller's Office. Administrative Law Judges Division. (This name authority was done for the Comptroller's Judiciary, which is only a descriptive phrase; the official name of the body is Administrative Law Judges Division of the Comptroller's Office.)
- University of Texas at Arlington. Administrative Data Processing.
- Zhang, J. (Jianzhong)

LOW-LEVEL RADIOACTIVE WASTES IN TEXAS: VOLUMES, CHARACTERISTICS, AND PROJECTIONS is the report of this study, a joint effort of the Authority and Ebasco Services Incorporated. The Authority collected and evaluated data for non-reactor sources, while Ebasco gathered information from 12 operating nuclear power reactors similar in design to the Comanche Peak and South Texas Nuclear Project plants now under construction in Texas. The objective of the study was to collect relevant data on the volume of low-level radioactive waste currently produced in the state and to make projections for succeeding years through 2030. Trends in use of radiopharmaceuticals and other radioactive materials, waste volumes, levels of radioactivity, evolving regulatory controls, and developing waste

# CITING GOVERNMENT DOCUMENTS

by Barbara Geyer, Reference Librarian, Science-Maps/Documents  
Texas Tech University Library

[Editor's note: The Documents Interest Group of Oregon studied the problems of citing government documents. Seven major bibliographic style manuals were checked to see how adequately documents of various types were illustrated by examples of citation forms. HOW TO CITE GOVERNMENT DOCUMENTS, prepared by Barbara Geyer for use in the Texas Tech University Library, was among the style manuals studied. This article describes the approach to bibliographic citations of government documents taken by Barbara Geyer. The chart on the following page was prepared by the Documents Interest Group of Oregon. If an example was found in a manual for a particular type of document, its page number is given on the chart. Citations to the manuals are listed below. As the chart shows, no single manual has examples for every type of document. HOW TO CITE GOVERNMENT DOCUMENTS was distributed to Texas depository libraries. The publication is currently being updated with annotations to accompany the examples of citations.]

Bibliographic citations of federal, state, local, and foreign documents vary widely in style and format, inclusion and order of elements, and degrees of clarity. For laymen and many college students, document citations are often misleading or misinterpreted due to their confusing construction. In some cases, such as legal citations, the citation may be virtually meaningless.

With the overwhelming amount of material currently being published and disseminated by government agencies, deciphering citations and retrieving documents can be very time consuming. Frequently an item will turn out to be part of a well-known set or series for which a short walk to the shelf could be all the research required, if certain key elements were included in the citation.

unimportant. Data bases such as OCLC make it easier to retrieve titles, but accurate citations are the basis for retrieval. For example, an item such as the Woodlands Report cannot be found in the MONTHLY CATALOG or on OCLC because it is listed under its actual title: REMOTE DETECTION AND ALARM FOR RESIDENCES: THE WOODLANDS SYSTEM (FEM 1.102:R 31/2). It is often found only by searching the shelves under possible agency call numbers dealing with the subject.

## Federal Cutbacks...

(continued from page 13)

GODORT is also concerned that documents librarians be notified of titles that have ceased. Often librarians first learn that a publication has been discontinued when searching for the title in response to a patron inquiry. A request was made that librarians be notified that the following publications from the U.S. Bureau of Labor Statistics have been discontinued:

HANDBOOK OF LABOR STATISTICS

A GUIDE TO LIVING COSTS - THREE BUDGETS FOR AN URBAN FAMILY OF FOUR

THE DIRECTORY OF NATIONAL UNIONS AND EMPLOYEE ASSOCIATIONS

WORK STOPPAGES

Librarians and patrons interested in renewal of publication of these documents should write to their Congressman or the Secretary of Labor.

Other examples of publications that have been discontinued or cut back should be sent to Barbara Kile, Documents Department, Rice University Library, P.O. Box 1892, Houston, TX 77001.

There are many instances when a writer is required to use one of the standard style manuals (e.g., Turabian, MLA, Chicago). These manuals have many suggestions and examples for constructing citations; however, they tend to show a reluctance to leave out bibliographic elements that are on the title page of a document, or to use any but a standard legal citation for a law or code. Granted, it is often difficult to decide which elements to include in a citation. In the library profession, use of authors' names or publishing dates that are not on the title page is avoided. It should be remembered that government agencies are not commercial publishers and use a variety of title page formats, depending on their organizational structure, funding, etc.

When use of the standard manuals is not required, I have found that citations can be constructed following widely used sequences of elements. The main point is to use the same sequence for the same type of document consistently throughout a bibliography. Some title page elements can be omitted; sometimes it will be necessary to add an element or two. When deciding which elements are important for both an accurate bibliographic citation and facilitating retrieval, look over the item carefully. Authors may appear on the first page of text; publishing dates on the back cover--this does not make them

Although some of the examples of document citations in HOW TO CITE GOVERNMENT DOCUMENTS follow standard citation styles, the approach differs from that of the standard style manuals. HOW TO CITE GOVERNMENT DOCUMENTS is an attempt to make documents less mystical--so many items are really just books in spite of their formidable title page arrangements. There are, however, some special types of documents, and these are treated separately. Use of abbreviations I have left to the person who will construct the citations (but I encourage use of standard abbreviations). Use of capital letters within the body of the title element should also be decided by the user.

Placement of elements in the citation will vary, depending on the user and the audience for whom the bibliography is being written. For example, in the sciences, date of publication follows the author element; in the social sciences and humanities, the date follows the publisher. The position of the place of publication also varies; in the examples provided, I have put it before the publisher. Most of the examples in HOW TO CITE GOVERNMENT DOCUMENTS are for federal documents. However, they can be used as models for documents for other levels of government as well.

# CITING GOVERNMENT DOCUMENTS

	CHICAGO	TURABIAN	MLA	GEYER	CSF	CBE	HURT
Congressional Hearing	473	148	70, 111	4	19-20		34-35
Congressional Report	473	147	71, 111	5	21-22		35
Congressional Document	473			4	22-23		35
Serial Set	473				23-24		
Committee Print	473	148		3	24-25	56	
Bill					2	19	34
Congressional Record	472	147	70, 110	4	18-19		38
Congressional Journal	472			4			
Constitution		146	72, 112	3	38		39
Statutes At Large	475	146		6	35		38-39
U.S. Code			72, 112	6	36		38
Treaty					36-37		
Executive Order		150		4	31		
Proclamation		150		4	31		
Presidential Statement	474	150		5	31		
Federal Register		150		4	36		
Code of Federal Regulations				3	36		
Supreme Court Case	475	151		3	37		39-40
Other Case		151	72, 112				40
GPO as Publisher	474	149	70, 111	2			36
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