

(3) SHALL DEVOTE FULL TIME TO THE DUTIES OF THE OFFICE; AND

(4) SHALL SERVE IN A NONPARTISAN CAPACITY AND ENSURE THAT THE ACTIVITIES OF THE DEPARTMENT ARE CONDUCTED IN A NONPARTISAN MANNER.

(C) SUBJECT TO THE POLICIES AND DIRECTIVES OF THE PRESIDENT OF THE SENATE AND THE SPEAKER OF THE HOUSE AND THE LEGISLATIVE POLICY COMMITTEE, THE EXECUTIVE DIRECTOR HAS GENERAL ADMINISTRATIVE CONTROL OF THE OPERATION OF THE DEPARTMENT AND ITS UNITS.

2-1204. EXECUTIVE DIRECTOR - ADDITIONAL DUTIES.

THE EXECUTIVE DIRECTOR, UNDER THE DIRECTION OF THE PRESIDENT AND THE SPEAKER, SHALL:

(1) OVERSEE THE ACTIVITIES OF THE DEPARTMENT TO ENSURE THAT ITS FUNCTIONS ARE PERFORMED CORRECTLY, EFFICIENTLY, AND IN A TIMELY AND NONPARTISAN MANNER;

(2) COORDINATE THE ACTIVITIES OF THE COMPONENTS OF THE DEPARTMENT TO MAXIMIZE COOPERATION AMONG THE DEPARTMENT'S EMPLOYEES AND ACHIEVE THE GREATEST EFFICIENCY IN THE USE OF PERSONNEL AND OTHER RESOURCES;

(3) PREPARE THE ANNUAL BUDGET FOR THE DEPARTMENT AFTER CONSULTATION WITH THE OFFICE DIRECTORS;

(4) CONDUCT AN ANNUAL EVALUATION OF THE PERFORMANCE OF EACH OFFICE DIRECTOR AND THE LEGISLATIVE AUDITOR;

(5) COMMUNICATE THE OPINIONS, NEEDS, AND CONCERNS OF THE DEPARTMENT'S EMPLOYEES TO THE PRESIDENT AND THE SPEAKER; AND

(6) PERFORM ANY OTHER FUNCTION REQUIRED BY THE PRESIDENT AND THE SPEAKER.

2-1205. EMPLOYMENT OF STAFF.

(A) THE DEPARTMENT SHALL EMPLOY A STAFF AND ENGAGE OTHER STAFF AND CONSULTANT SERVICES IN ACCORDANCE WITH THE STATE BUDGET.

(B) POSITIONS IN THE DEPARTMENT ARE SUBJECT TO THE PERSONNEL GUIDELINES ESTABLISHED UNDER SUBSECTION (C) OF THIS SECTION.

(C) THE LEGISLATIVE POLICY COMMITTEE SHALL ADOPT GUIDELINES THAT ARE NOT INCONSISTENT WITH LAW AND THAT, FOR ~~PROFESSIONAL AND NONPROFESSIONAL~~ EMPLOYEES OF THE DEPARTMENT, GOVERN:

- (1) HIRING;
- (2) PROBATIONARY PERIODS;
- (3) TENURE;