

Board of Governors of the Federal Reserve System, August 3, 1995.

**William W. Wiles,**

*Secretary of the Board.*

[FR Doc. 95-19669 Filed 8-8-95; 8:45 am]

BILLING CODE 6210-01-F

**Southern Financial Bancorp, Inc., et al.; Formations of; Acquisitions by; and Mergers of Bank Holding Companies**

The companies listed in this notice have applied for the Board's approval under section 3 of the Bank Holding Company Act (12 U.S.C. 1842) and § 225.14 of the Board's Regulation Y (12 CFR 225.14) to become a bank holding company or to acquire a bank or bank holding company. The factors that are considered in acting on the applications are set forth in section 3(c) of the Act (12 U.S.C. 1842(c)).

Each application is available for immediate inspection at the Federal Reserve Bank indicated. Once the application has been accepted for processing, it will also be available for inspection at the offices of the Board of Governors. Interested persons may express their views in writing to the Reserve Bank or to the offices of the Board of Governors. Any comment on an application that requests a hearing must include a statement of why a written presentation would not suffice in lieu of a hearing, identifying specifically any questions of fact that are in dispute and summarizing the evidence that would be presented at a hearing.

Unless otherwise noted, comments regarding each of these applications must be received not later than September 1, 1995.

**A. Federal Reserve Bank of**

**Richmond** (Lloyd W. Bostian, Jr., Senior Vice President) 701 East Byrd Street, Richmond, Virginia 23261:

1. *Southern Financial Bancorp, Inc.*, Warrenton, Virginia; to become a bank holding company by acquiring 100 percent of the voting shares of Southern Financial Bank (successor by merger to Southern Financial Federal Savings Bank), Warrenton, Virginia.

**B. Federal Reserve Bank of Chicago** (James A. Bluemle, Vice President) 230 South LaSalle Street, Chicago, Illinois 60690:

1. *Sable Bancshares, Inc.*, Chicago, Illinois; to become a bank holding company by acquiring 93.45 percent of the voting shares of Community Bank of Lawndale, Chicago, Illinois.

**C. Federal Reserve Bank of St. Louis** (Randall C. Sumner, Vice President) 411 Locust Street, St. Louis, Missouri 63166:

1. *Old National Bancorp*, Evansville, Indiana; to acquire 100 percent of the voting shares of City National Bancorp, Inc., Fulton, Kentucky, and thereby indirectly acquire City National Bank, Fulton, Kentucky.

Board of Governors of the Federal Reserve System, August 3, 1995.

**William W. Wiles,**

*Secretary of the Board.*

[FR Doc. 95-19670 Filed 8-8-95; 8:45 am]

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**Spencer Bancorporation, Inc.; Notice of Application to Engage de novo in Permissible Nonbanking Activities**

The company listed in this notice has filed an application under § 225.23(a)(1) of the Board's Regulation Y (12 CFR 225.23(a)(1)) for the Board's approval under section 4(c)(8) of the Bank Holding Company Act (12 U.S.C. 1843(c)(8)) and § 225.21(a) of Regulation Y (12 CFR 225.21(a)) to commence or to engage *de novo*, either directly or through a subsidiary, in a nonbanking activity that is listed in § 225.25 of Regulation Y as closely related to banking and permissible for bank holding companies. Unless otherwise noted, such activities will be conducted throughout the United States.

The application is available for immediate inspection at the Federal Reserve Bank indicated. Once the application has been accepted for processing, it will also be available for inspection at the offices of the Board of Governors. Interested persons may express their views in writing on the question whether consummation of the proposal can "reasonably be expected to produce benefits to the public, such as greater convenience, increased competition, or gains in efficiency, that outweigh possible adverse effects, such as undue concentration of resources, decreased or unfair competition, conflicts of interests, or unsound banking practices." Any request for a hearing on this question must be accompanied by a statement of the reasons a written presentation would not suffice in lieu of a hearing, identifying specifically any questions of fact that are in dispute, summarizing the evidence that would be presented at a hearing, and indicating how the party commenting would be aggrieved by approval of the proposal.

Comments regarding the application must be received at the Reserve Bank indicated or the offices of the Board of Governors not later than August 23, 1995.

**A. Federal Reserve Bank of Chicago** (James A. Bluemle, Vice President) 230

South LaSalle Street, Chicago, Illinois 60690:

1. *Spencer Bancorporation, Inc.*, Spencer, Wisconsin; to engage *de novo*, in forming a community development corporation (CDC) as a wholly owned subsidiary; and the CDC would primarily make investments that would benefit low- and moderate-income persons and/or small businesses located in a low- and moderate-income area to stimulate economic development, pursuant to § 225.25(b)(6) of the Board's Regulation Y.

Board of Governors of the Federal Reserve System, August 3, 1995.

**William W. Wiles,**

*Secretary of the Board.*

[FR Doc. 95-19671 Filed 8-8-95; 8:45 am]

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**DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**Office of the Secretary**

**Administration for Children and Families; Statement of Organization, Functions and Delegates of Authority**

This Notice amends Part K of the Statement of Organization, Functions, and Delegations of Authority of the Department of Health and Human Service (DHHS), Administration for Children and Families (ACF) as follows: Chapter K, Administration for Children and Families (56 FR 42332), as last amended, August 27, 1991; KA, the Office of the Assistant Secretary for Children and Families (59 FR 13969), as last amended, March 24, 1994; Chapter KP, the Office of Program Support (56 FR 42344), as last amended, August 27, 1991; Chapter KJ, the Office of Information Systems Management (OISM)/Child Support Information Systems (CSIS) (58 FR 40432), as last amended, July 28, 1993; KK, the Office of Financial Management (OFM) (59 FR 23730) as last amended May 6, 1995; KL, the Office of Management (OM) (58 FR 40432), as last amended July 28, 1993; Chapter KM, the Office of Policy and Evaluation (OPE) (56 FR 42348), as last amended, August 27, 1991; Chapter KN, the Office of Public Affairs (OPA) (56 FR 42349), as last amended, August 27, 1991. This reorganization of the ACF staff offices will achieve several important objectives and create a high performance team with highly permeable borders across organizational lines to focus on stewardship, partnership, results and service to the customers both internally and externally.

These Chapters are amended as follows:

I. Delete Chapter K, "The Administration for Children and Families" in its entirety and replace with the following:

K.00 Mission  
K.10 Organizations  
K.20 Functions

K.00 *Mission.* The Administration for Children and Families (ACF) provides national leadership and direction to plan, manage and coordinate the nationwide administration of comprehensive and supportive programs for vulnerable children and families. The Administration oversees and finances a broad range of programs for children and families, including Native Americans, persons with developmental disabilities, refugees, and legalized aliens, to help them develop and grow toward a more independent, self-reliant life. These programs, carried out by state, county, city, and tribal governments, and public and private local agencies, are designed to promote stability, economic security, responsibility and self-sufficiency.

The Administration coordinates development and implementation of family-centered strategies, policies, and linkages among its programs, and with other federal and state programs serving children and families. The Administration's programs assist families in financial crisis, emphasizing short-term financial assistance, and education, training and employment for the long term. Its programs for children and youth focus on those children and youth with special problems, including children of low-income families, abused and neglected children, those in institutions or requiring adoption or foster family services, runaway youth, children with disabilities, migrant children, and Native American children. The Administration promotes the development of comprehensive and integrated community and home-based modes of service delivery where possible.

The Administration provides national leadership to develop and coordinate public and private programs and serves as a focal point for states in the provision of financial assistance and intervention programs which promote and support permanence for children and family stability. The Administration advises the Secretary on issues pertaining to children and families, including Native Americans, people with developmental disabilities, refugees and legalized aliens.

K.10 *Organization.* The Administration for Children and

Families (ACF) is a principal operating division of the Department of Health and Human Services (DHHS). The Administration is headed by the Assistant Secretary for Children and Families, who reports directly to the Secretary. The Assistant Secretary also serves as the Director of Child Support Enforcement. In addition the Assistant Secretary, the Administration consists of the Deputy Assistant Secretary for Program Operations, the Deputy Assistant Secretary for Policy and External Affairs, and Staff and Program Offices. ACF is organized as follows:

- Office of the Assistant Secretary for Children and Families (KA)
- Administration on Children, Youth and Families (KB)
- Administration on Developmental Disabilities (KC)
- Regional Office for Children and Families (KD 1-X)
- Administration for Native Americans (KE)
- Office of Child Support Enforcement (KF)—(which will remain as a separate organizational unit)
- Office of Community Services (KG)
- Office of Family Assistance (KH)
- Office of Regional Operations and State Systems (KJ)
- Office of Staff Development and Employee Relations (KL)
- Office of Planning, Research and Evaluation (KM)
- Office of Public Affairs (KN)
- Office of Program Support (KP)
- Office of Refugee Resettlement (KR)
- Office of Human Resources and Equal Employment Opportunity/Civil Rights (KS)
- Office of Legislative Affairs and Budget (KT)

K.30 *Functions.* The Administration develops, recommends and issues policies, procedures and interpretations to provide direction to the programs it administers. It directs reviews, provides consultation and conducts negotiations to achieve adherence to federal law and regulations for administration of its programs. It designs and administers systems and directs reviews of the programs to ensure cost-effectiveness, efficiency, quality, and financial integrity. The Administration provides technical assistance, conducts research and evaluation, and promotes information sharing for its programs. It also provides departmental leadership and guidance in the development and implementation of policies and standards applicable to state data systems development, information systems sharing, financial integrity, and quality assurance activities. The functions of the organizational elements of ACF are described in detail in successful chapters.

II. Delete Chapter KA, "The Office of the Assistant Secretary for Children and Families" in its entirety and replace as follows:

KA.00 Mission  
KA.10 Organization  
KA.20 Functions

KA.00 *Mission.* The Office of the Assistant Secretary for Children and Families provides executive direction, leadership, and guidance for all ACF programs. The Office provides national leadership to develop and coordinate public and private initiatives for carrying out programs which promote permanency placement planning, family stability and self-sufficiency. The Office advises the Secretary on issues affecting America's children and families, including Native Americans, persons with developmental disabilities, refugees and legalized aliens.

KA.10 *Organization.* The Office of the Assistant Secretary for Children and Families is headed by the Assistant Secretary who reports directly to the Secretary and consists of:

- The Office of the Assistant Secretary (KA)
- Executive Secretariat Office (KAB)
- President's Committee on Mental Retardation Staff (KAD)
- U.S. Advisory Board on Child Abuse and Neglect Staff (KAE)
- U.S. Commission on Child and Family Welfare Staff (KAF)

KA.20 *Functions.* A. The Office of the Assistant Secretary is responsible to the Secretary for carrying out ACF's mission and provides executive supervision to the major components of ACF.

These responsibilities include providing executive leadership and direction to plan and coordinate ACF program activities to assure their effectiveness, approving instructions, policies, publications, and grant awards issued by ACF, and representing ACF in relationships with governmental and non-governmental organizations. The Assistant Secretary for Children and Families also serves as the Director of the Office of Child Support Enforcement, and signs official Child Support Enforcement documents as the Assistant Secretary for Children and Families.

The Deputy Assistant Secretary for Program Operations serves as principal advisor and counsel to the Assistant Secretary for Children and Families on all aspects of strategic and operation management issues. The Deputy Assistant Secretary for Program Operations serves as ACF liaison to the General Counsel and, as appropriate, initiates action in securing resolution of

legal matters relating to management of the agency, and represents the Assistant Secretary on all administrative litigation matters. The Deputy Assistant Secretary provides day-to-day executive leadership and direction for the Office of Human Resources and Equal Employment Opportunity/Civil Rights, Office of Staff Development and Employee Relations and the Executive Secretariat Office. The Deputy Assistant Secretary for Program Operations represents the Assistant Secretary in HHS and with other Federal agencies and task forces in defining objectives and priorities, and in coordinating activities associated with reinvention and continuous improvement initiatives.

The Deputy Assistant Secretary for Policy and External Affairs serves as the principal advisor and counsel to the Assistant Secretary for Children and Families on all aspects of legislation, policy, strategic planning, performance measures and demonstration testing, research, evaluation, intergovernmental affairs, budget formulation and media. The Deputy Assistant Secretary for Policy and External Affairs develops broad policy strategies and concepts pertaining to on-going and anticipated program issues and recommends legislation relevant to ACF programs. The Deputy Assistant Secretary for Policy and External Affairs formulates and presents ACF's program budgets; represents the Assistant Secretary for Children and Families in budget negotiations with the Department and the Office of Management and Budget (OMB); and assists in planning for and presenting the budget before the OMB and Congress. The Deputy Assistant Secretary for Policy and External Affairs represents the Assistant Secretary for Children and Families on intergovernmental matters, media affairs, and in contacts and negotiations with Congressional members and staff and executives of agencies and organizations. The Deputy Assistant Secretary for Policy and External Affairs provides executive leadership and direction to the Office of Legislative Affairs and Budget, the Office of Planning, Research and Evaluation and the Office of Public Affairs. The Deputy Assistant Secretary for Policy and External Affairs also provides oversight for agency commissions and advisory committees, including the U.S. Advisory Board on Child Abuse and Neglect, the U.S. Commission on Child and Family Welfare and the President's Committee on Mental Retardation.

B. The Executive Secretariat Office ensures that issues requiring the attention of the Assistant Secretary,

Deputy Assistant Secretaries and/or executive staff are addressed on a timely and coordinated basis; facilitates decisions on matters requiring immediate action including White House, congressional and secretarial assignments. It serves as the ACF liaison with the HHS Executive Secretariat. It receives, assesses and controls incoming correspondence and assignments to the appropriate ACF component(s) for response and action; provides assistance and advice to ACF staff on the development of responses to correspondence and on the controlled correspondence system; coordinates and/or prepares congressional correspondence; and tracks development of periodic reports and facilitates departmental clearance. The Director of the Executive Secretariat Office serves as the Freedom of Information Act Officer for ACF and coordinates hot line calls received by the Office of Inspector General and the General Accounting Office on ACF operations and personnel.

C. The President's Committee on Mental Retardation Staff (PCMR) provides general staff support for a Presidential-level advisory body, the President's Committee on Mental Retardation. It coordinates all meetings and congressional hearing arrangements; provides such advice and assistance in the areas of mental retardation as the President or Secretary may request; prepares and issues an annual report to the President concerning mental retardation and such additional reports or recommendations as the President may require or as PCMR may deem appropriate; and evaluates the national effort to prevent and ameliorate mental retardation. It works with other federal, state, and local governments and private sector organizations to achieve Presidential goals in mental retardation; develops and disseminates information to increase public awareness of mental retardation, to reduce its incidence, and to alleviate its effects. The Staff that supports the Committee reports to the Deputy Assistant Secretary for Policy and External Affairs.

D. The National Advisory Board on Child Abuse and Neglect Staff Provides support and information pertaining to studies, research, or analyses of various matters affecting child abuse and neglect for the Board to use in its deliberations and recommendations. The Staff assists the Board in preparing and submitting to the Secretary and appropriate Committees of Congress an annual report with recommendations on ways in which the purposes of the Child Abuse Prevention and Treatment Act

can effectively be achieved. The Staff makes arrangements for all meetings and hearings of the Board. The staff reports to the Deputy Assistant Secretary for Policy and External Affairs.

E. The U.S. Commission on Child And Family Welfare Staff provides support pertaining to studies, research and analyses of various matters affecting families and children. The Commission's initial focus is on custody and visitation with an interest in keeping both parents involved in the emotional and financial support of their children. The staff assists the Commission by scheduling public hearings and forming panels of experts in family law, child welfare, child support and parents' and children's advocacy groups. The Staff assists the Commission in preparing an interim and final report to the Congress. The staff that supports the Commission reports to the Deputy Assistant Secretary for Policy and External Affairs.

III. Retitle Chapter KJ. "The Office of Information Systems Management/Child Support Information Systems" as the "Office of Regional Operations and Systems," and replace with the following:

KJ.00 Mission  
KJ.10 Organization  
KJ.20 Functions

KJ.00 *Mission.* The Office of Regional Operations and State Systems (OROSS) recommends to and advises the Assistant Secretary on all strategic and operational activities related to implementation of the agency's programs at the regional level. It oversees the performance and operation of all Regional Offices, and coordinates with program offices on strategies and implementation of program initiatives. It serves as the focal point for State automated systems funded with Federal financial participation for the Department. It coordinates ACF's development and implementation of strategies and policies related to payment integrity, electronic benefits transfer, welfare systems integration, and related initiatives and programs. It directs state systems activities on partnership, collaborative efforts, and technical assistance activities.

KJ.10 *Organization.* The Office of Regional Operations and State Systems is headed by a Director who reports to the Assistant Secretary for Children and Families. The Office is organized as follows:

- Office of the Director (KJA)
- Regional Operations Staff (KJB)
- Office of State Systems/Child Support Information Systems (KJC)

**KJ.20 Functions.** A. Office of the Director provides executive leadership for administering the agency's programs and initiatives at the regional level. The Director provides direction to the Regional Operations Staff and the Office of State Systems. The Director also serves as the Associate Deputy Director of Child Support Enforcement Systems and reports directly to the Director, Child Support Enforcement, on matters related to child support information systems. The Director is the principal advisor to the Assistant Secretary for Children and Families on region-related and State systems matters.

The Director supervises and supports the Regional Administrators in administering Regional Office activities and establishing and implementing cross-cutting program initiatives. The Director establishes coordinative arrangements with program and staff office directors to assure that the Regional Administrators can oversee operations, fulfill program responsibilities, and have access to needed information. The Director advises the Assistant Secretary of problems that could prevent the Regional Offices from carrying out the mission of ACF and the Department.

The Director represents the Assistant Secretary in HHS and with other Federal agencies and task forces on Region-related and State systems activities.

In conjunction with Program and Regional Offices, the Director provides the leadership of ACF's partnership and monitoring activities. The Director is jointly responsible with the Office of Planning, Research and Evaluation for implementing performance measures for ACF's goals and objectives.

Within the Office of the Director, administrative staff assist the Director in managing the administrative, personnel, and salaries and expenses activities for the Office of Regional Operations and State Systems.

B. The Regional Operations Staff develops and manages processes for liaison between ACF Regional Offices and the Assistant Secretary and program and staff offices in headquarters. The Staff supports Regional Offices by implementing and overseeing systems and procedures for communicating with and managing the workload emanating from the varied and diverse ACF Program Offices. The Staff monitors and evaluates Regional Office operations and makes plans for the utilization of regional resources to accomplish approved objectives. The Staff works with program offices to develop strategies for delivery of services to States and grantees.

C. The Office of State Systems/Child Support Information Systems oversees the Department's responsibilities for Federal financial participation in the funding of State automated systems for ACF programs. It coordinates ACF's development and implementation of strategies and policies related to payment integrity, electronic benefits transfer, welfare systems integration, and related initiatives and programs. It directs State systems activities on partnership, collaborative efforts, and technical assistance activities. It is headed by a Director who reports to the Director, Office of Regional Operations and State Systems. The Office consists of:

- Office of the Director (KJC1)
- State Systems Policy Staff (KJC2)
- Division of State Systems Approvals (KJC3)

• Division of Child Support Information Systems (KJC4)

1. The Office of the Director provides leadership for provision of technical assistance to States on information systems projects; and advances the use of computer technology in the administration of welfare and social services programs by States.

2. The State Systems Policy Staff is responsible for developing departmental policies and procedures under which States obtain Federal financial participation in the cost of automated systems development to support programs funded under the Social Security Act. It serves as the departmental focal point for the development and implementation of strategies and policies related to payment integrity, welfare systems integration and related initiatives and programs; and provides leadership and guidance to interagency work groups in these areas for the Department.

3. The Division of State Systems Approvals reviews, analyzes, and approves/disapproves State requests for Federal financial participation for automated systems development activities which support the AFDC, JOBS, Child Care, Head Start, Child Welfare, Foster Care, Social Services, and Refugee Resettlement programs. It provides assistance to States in developing or modifying automation plans to conform to Federal requirements. It monitors approved State systems development activities; conducts periodic reviews to assure State compliance with regulatory requirements applicable to automated systems supported by Federal financial participation. It provides guidance to States on functional requirements for these automated information systems. It promotes interstate transfer of existing

automated systems and provides assistance and guidance to improve ACF's programs through the use of automated systems.

4. The Division of Child Support Information Systems is a separate organizational unit which reports to the Associate Deputy Director for Child Support Enforcement, who reports to the Director of Child Support Enforcement. The Division reviews, analyzes, and approves/disapproves State requests for Federal financial participation for automated systems development activities which support the Child Support program. It provides assistance to States in developing or modifying automation plans to conform to Federal requirements. It monitors approved State systems development activities; conducts periodic reviews to assure State compliance with regulatory requirements applicable to automated systems supported by Federal financial participation. It provides guidance to States on functional requirements for these automated information systems. It promotes interstate transfer of existing automated systems and provides assistance and guidance to improve ACF's programs through the use of automated systems.

V. Delete Chapter KL. "The Office of Management," retitle it as the "Office of Staff Development and Employee Relations" and replace with the following:

The Office of Staff Development and Employee Relations

KL.00 Mission

KL.10 Organization

KL.20 Functions

KL.00 *Mission.* The Office of Staff Development and Employee Relations (OSDER) serves as principal advisor to the Assistant Secretary and provides consultation, policy development, technical assistance and related services to all ACF components in the areas of training, staff development, organizational analysis, labor relations and employee relations.

KL.10 *Organization.* The Office of Staff Development and Employee Relations is headed by a Director who reports to the Deputy Assistant Secretary for Program Operations.

KL.20 *Functions.* The Office of Staff Development and Employee Relations provides leadership in directing and managing agency-wide staff development and training activities for ACF. The Office is responsible for the functional management of training and development in the agency, including policy development, guidance, and technical assistance and evaluation of all aspects of career, employee,

supervisory, management, executive and organization development. Provides leadership in implementing the recommendations of the Staff Development and Training Team, by creating, managing/overseeing and monitoring an ACF training resource center and institutionalizing long-term developmental training for ACF employees.

The Office serves as the principal source of advice through the Deputy Assistant Secretary for Program Operations to the Assistant Secretary on organizational design by collaborating with staff to develop high-leverage, tailored solutions to achieve measurable outcomes and to transform the agency to a quality organization that supports ACF's vision, values and goals. The Office advises the Assistant Secretary on all aspects of ACF organizational analysis including: Planning for new organizational elements; and planning, organizing and performing studies, analysis and evaluations related to structural, functional and organizational issues, problems and policies to ensure organizational effectiveness. Conducts the review process for ACF reorganization proposals. Acts as liaison with the Assistant Secretary for Management and Budget to coordinate organizational proposals requiring Secretarial approval; prepares functional statements and official organizational charts. Administers ACF's system for review, approval, and documentation of delegations of authority and maintains the guidelines related to the delegations of authority.

Provides management advisory service on all labor management relations issues, including coordination and liaison with the Department. Plans and coordinates ACF-wide employee relations and labor relations activities including the application and interpretation of the Federal Labor-Management Relations Program, collective bargaining agreements and regulations. Pursues human relations innovations such as alternative dispute resolutions and serves as the focal point on all issues pertaining to the Labor-Management Partnership Council.

VI. Delete Chapter KM. "The Office of Policy and Evaluation" in its entirety, retitle it as the "Office of Planning, Research and Evaluation," and replace it with the following:

KM.00 Mission  
KM.10 Organization  
KM.20 Functions

KM.00 *Mission*. The Office of Planning, Research and Evaluation (OPRE) is the principal advisor to the Deputy Assistant Secretary for Policy

and External Affairs and the Assistant Secretary for Children and Families on improving the effectiveness and efficiency of programs designed to make measurable improvements in the economic and social well-being of children and families.

The Office provides guidance, analysis, technical assistance, and oversight to ACF programs and across programs in the agency on: Strategic planning aimed at measurable results; performance measurement; research and evaluation methodologies; demonstration testing and model development; statistical, policy and program analysis; synthesis and dissemination of research and demonstration findings; and application of emerging technologies to improve the effectiveness of programs and service delivery.

The Office oversees and manages the section 1110 and section 1115 social service research programs, including: Priority setting and analysis; processing waivers for welfare reform demonstrations; managing and coordinating major cross-cutting, leading-edge studies and special initiatives; collaborating with states, communities, foundations, professional organizations and others to promote the development of children, family focused services, parental responsibility, employment, and economic independence; and providing coordination and leadership in implementing the Government Performance and Results Act (GPRA).

KM.10 *Organization*. The Office of Planning, Research and Evaluation is headed by a Director who reports to the Deputy Assistant Secretary for Policy and External Affairs. The Office is organized as follows:

- Office of the Director (KMA)
- Division of Economic Independence (KBM)
- Division of Child and Family Development (KMC)

KM.20 *Functions* A. The Office of the Director provides direction and executive leadership to OPRE in administering its responsibilities. It services as principal advisor to the Deputy Assistant Secretary for Policy and External Affairs and the Assistant Secretary for Children and Families on all matters pertaining to: Improving the effectiveness and efficiency of ACF programs; strategic planning; performance measurement; program and policy evaluation; research and demonstrations; state and local innovations and progress; and public/private partnership initiatives of concern to the Assistant Secretary for Children and Families. It represents the

Deputy Assistant Secretary for Policy and External Affairs and the Assistant Secretary for Children and Families at various planning, research, and evaluation forums and carries out special Departmental and Administration initiatives.

B. The Division of Economic Independence, in cooperation with ACF income support programs and others, works with Federal counterparts, states, community agencies, and the private sector to understand and overcome barriers to economic independence; promote parental responsibility; and assist in improving the effectiveness of programs that further economic independence.

The Division provides guidance, analysis, technical assistance and oversight in ACF on: Strategic planning and performance measurement for economic independence; statistical, policy and program analysis; surveys, research, and evaluation methodologies; demonstration testing and model development; synthesis and dissemination of research and demonstration findings; and application of emerging technologies to programs which promote employment, parental responsibility, and economic independence.

The Division analyzes, processes and coordinates Federal review and decision-making for all section 1115 state welfare reform waiver demonstration requests; develops policy-relevant priorities; conducts, manages and coordinates major cross-program, leading-edge research, demonstrations, and evaluation studies; manages and conducts statistical, policy and program analyses on trends in employment, child support payments, and other income supports; and works in partnership with states, communities, and the private sector to promote employment, parental responsibility, and family economic independence.

C. The Division of Child and Family Development, in cooperation with ACF programs and others, works with Federal counterparts, states, community agencies, and the private sector to: Improve the effectiveness and efficiency of programs; assure the protection of children and other vulnerable populations; strengthen and promote family stability; and foster sound growth and development of children and their families.

The Division provides guidance, analysis, technical assistance and oversight in ACF on: Strategic planning and performance measurement for child and family development; statistical, policy and program analysis; surveys, research and evaluation methodologies;

demonstration testing and model development; synthesis and dissemination of research and demonstration findings; and application of emerging technologies to improve the effectiveness of programs and service delivery.

The Division manages the section 1110 social service research budget; develops policy-relevant priorities; conducts, manages and coordinates statistical analyses on social trends and progress on major cross-program, leading-edge research, demonstration, and evaluation studies; manages and conducts statistical, policy and program analyses on social trends and behaviors which impact child and family well-being; and works in partnership with states, local communities, and the private sector to promote the well-being of children and families.

VII. Amend "Chapter KN, Office of Public Affairs," as follows:

A. Under paragraph "KN.00 Mission." delete in its entirety and replace with the following:

*Mission.* The Office of Public Affairs (OPA) develops, directs and coordinates public affairs and communication services for ACF. In concert with the Deputy Assistant Secretary for Policy and External Affairs, it provides leadership, direction and oversight in promoting ACF's public affairs policies, programs and initiatives. The Office of Public Affairs also provides printing and distribution services for ACF.

B. Under "KN.20 Functions, paragraph C, Division of Publication Services," delete in its entirety and replace with the following:

Division of Publication Services in its entirety and replace with the following: Division of Publications Services directs the audio-visual, publication and printing management systems for ACF. It manages preparation and clearance of all ACF audio-visual product, publications, and graphic designs, including planning, budget oversight and technical support. It provides centralized graphics design services to ACF. It reviews requests for proposals for contracts and grants which involve publications, audio-visual materials and/or public information and education activity.

The Division also provides technical leadership and services in public information, printing, and mail distribution. Recommends approaches for meeting internal and external communications needs of the ACF. Acts as focal point for clearance of all publications and audio-visual projects whether produced in-house or by contract or grant.

VIII. Delete Chapter KP. "The Office of Program Support" in its entirety and replace with the following:

KP.00 Mission

KP.10 Organization

KP.20 Functions

KP.00 *Mission.* The Office of Program Support (OPS) advises the Assistant Secretary for Children and Families on information resource, financial, grants, procurement and materiel resource management activities, both internal and external to ACF. The Office develops, administers and coordinates financial, operational and budgetary policies, processes, and controls necessary to administer ACF programs and financial resources; directs discretionary and mandatory grant activities; oversees the utilization of information resources throughout ACF; directs ACF's information systems, computer centers and communications network activities; oversees telecommunications management; and, administers and coordinates ACF's internal control activities.

KP.10 *Organization.* The Office of Program Support (OPS) is headed by a Director who reports directly to the Assistant Secretary for Children and Families. The Office is organized as follows:

- Office of the Director (KPA)
- Office of Information Services (KPB)
- Office of Financial Services (KPC)
- Office of Management Services (KPD)
- Office of Customer Service and Administration (KPE)

KP.20 *Functions.* A. Office of the Director directs and coordinates all activities of the Office of Program Support. The Director serves as ACF's: Chief Financial Officer (CFO); ACF's Chief Grants Management Officer; Federal Managers' Financial Integrity Act (FMFIA) Management Control Officer; Principal Information Resource Management Official; and, Reports Clearance Officer. The Director serves as the AFC liaison with the Assistant Secretary for Management and Budget, the General Accounting Office, the Office of the Inspector General, and the Office of Management and Budget for areas under OPS' purview. The Office of Program Support (OPS) advises the Assistant Secretary for Children and Families on information resource, financial, grants, procurement and materiel resource management activities, both internal and external to ACF. The Office develops, administers and coordinates financial, operational and budgetary policies, processes, and controls necessary to administer ACF

programs and financial resources; directs discretionary and mandatory grant activities; oversees the utilization of information resources throughout ACF; directs ACF's information systems, computer centers and communications network activities; oversees telecommunications management; and, administers and coordinates ACF's internal control activities.

B. Office of Information Services (OIS) provides centralized information technology policy, procedures, standards and guidelines; develops long-range information resource management (IRM) plans; develops IRM policy, procurement plans and budget for OIS, develops and implements procurement strategies for ADP support services; reviews and analyzes all ADP acquisition documentation for compliance with applicable laws and regulations as well as for procurement strategy; coordinates technical assistance provided to program offices on ADP support services procurement; represents ACF on the Department's IRM Advisory Council; provides liaison and manages major interdepartmental IRM initiatives; conducts major information system reviews of ADP systems as required by the Department; directs and coordinates ACF's systems security and privacy responsibilities; maintains an ACF-wide program data inventory; coordinates mandated OMB approvals required under the Paperwork Reduction Act; and plans, directs and maintains ACF electronic records management system.

OIS manages the National Computer Center facility which provides services to ACF components and authorized state and country computer users for programs administered by ACF; plans, manages, maintains and operates ACF's local area networks (LANs), national wide-area network (WAN) and personal computers; provides for equipment and software acquisition, maintenance and user support for end-user computing; manages and maintains a Help Desk for ACF users and provides information technology and software training in coordination with ACF components, develops plans and places orders for data communications services; provides liaison with HHS, GSA and private firms on data telecommunications matters; and, provides assistance to ACF components to identify needs for and use of data telecommunications equipment and systems.

OIS designs, develops, implements and maintains application systems to support ACF administrative, budget and program systems; provides technical assistance to ACF program offices procuring system support services;

provides technical assistance on automated systems to state and local agencies who are users of ACF's Computer Center; and develops software policy, procedures, standards and guidelines.

C. Office of Financial Services (OFS) supports the Director, OPS in fulfilling ACF's Chief Financial Officer, Management Control Officer, and Chief Grants Officer responsibilities including preparation of the CFO 5 Year Plan; performs audit oversight and liaison activities, including preparing reports to Congress, Office of the General Counsel and the Office of the Inspector General. OFS writes/interprets financial policy and researches appropriation law issues; oversees and coordinates ACF's FMFIA activities; performs debt management functions and, develops and administers quality assurance, training and certification programs for grants management; and responsible for the annual preparation and audit of ACF's financial statement requirements.

OFS designs and develops budget estimating models and procedures, projects the five-year federal costs for ACF entitlement programs and analyzes the impact on ACF programs and customers of proposed changes to ACF entitlement programs. The Office provides requested updates of the projected cost estimates of the Office of Refugee Resettlement's (ORR) Cash and Medical Assistance Program and develops the means of making efficient use of related data collected by ACF. OFS facilitates the preparation of comprehensive administrative (salaries and expenses) budget for ACF; represents ACF in budget negotiations and other finance-related dealings with the Department; prepares apportionment requests and issues allotments and allowances; oversees reconciliation of accounting reports and monitors agency spending; develops and maintains budgetary controls and procedures to ensure observance of established ceilings on both funds and personnel; develops/interprets internal policies and procedures for OFS components; and, coordinates the management of ACF's interagency agreement activities.

OFS provides agency-wide guidance to program and regional office staff on grant related issues; including developing and interpreting financial and grants policy, coordinating strategic grants planning, facilitating policy advisory groups, and assuring consistent grant program announcements. OFS prepares, coordinates and disseminates action transmittals, information memoranda, and other policy guidance on financial and grants management

issues; provides financial and grants administration training and technical assistance to ACF staff and grantees; and, in coordination with the Office of Management Services, directs and/or coordinates management initiatives to improve financial administration of ACF mandatory and discretionary grant programs.

D. Office of Management Services (OMS) provides centralized management and administration of acquisitions for ACF headquarters components; assures that all contracts awarded conform to applicable statutes, regulations and policies; develops ACF policies, procedures and instructions for the award and administration of all ACF acquisitions; reviews and interprets proposed HHS and OMB regulations, circulars and directives pertaining to acquisition management; solicits, negotiates, awards, modifies, terminates and closes all acquisitions issued by ACF; conducts the Small and Disadvantaged Business Utilization Program; and provides training and technical assistance to program and staff components on significant acquisition policies and procedures. OMS serves as the lead for ACF in coordination and liaison within ACF and with the Department, OMB, GSA and other federal agencies on procurement management issues and activities.

OMS develops and implements ACF's facilities management programs and activities, including preparation and implementation of a budget for space acquisitions and changes; maintains space inventories; provides mail, records (paper), fleet, real property, personal property and reprographics management, occupational health and safety, and physical security programs and messenger and labor services; principal liaison with private and/or federal building managers for all facilities management activities; coordinates and/or develops telecommunications plans and provides assistance to ACF components to identify needs for and use of voice telecommunications equipment and systems; operates/coordinates parking and commuter services and programs including transit subsidies and ridesharing; provides travel policy and management; functions as payroll liaison; manages the automated timekeeping systems; controls/maintains equipment, supplies, and personal property inventories; manages equipment repair services; reviews, controls, monitors and tracks all small purchases of common use supplies, stationery and publications; oversees the Information Resource Center (library); manages contracts for facilities

management services, including space design, building alteration and repair, telecommunications, physical security, moving, systems furniture acquisitions and assembly, library, property inventory; and updates and maintains databases for telephone directories, directory boards, signs and security identification systems. OMS serves as the lead for ACF in coordination and liaison with the Department, GSA and other federal agencies on facilities, telecommunications, property management, travel and automated timekeeping issues and activities.

OMS provides management and technical administration of ACF discretionary, formula, entitlement and block grants; assures that all grants awarded by ACF conform with applicable statutes, regulations, and policies; computes grantee allocations, prepares grant awards, ensures incorporation of necessary grant terms and conditions, and monitors grantee expenditures; analyzes financial needs under grant programs; provides data in support of apportionment requests; prepares reports and analyses on the grantee's use of funds; maintains liaison and coordination with appropriate ACF and HHS organizations to ensure consistency between ACF grant systems and the Department's grant payment systems; and, provides technical assistance to ACF program and regional components on grant operations and technical grants management issues; and performs audit resolution activities for ACF grant programs. OMS serves as the lead for ACF in coordination and liaison with the Department and other federal agencies on grants management and administration operational issues and activities.

E. Office of Customer Service and Administration (OCSA) develops and maintains a customer service plan for the OPS and conducts customer surveys for OPS; facilitates and assists in developing and writing standard operating procedures for all components within OPS; assists in office-specific training of OPS staff; assists OPS components with the provision of office-specific and functional training to program and regional offices; coordinates permanent and temporary teams formed within OPS; develops and maintains OPS staff directory and users' guide for OPS services.

OCSA is responsible for overseeing OPS' salaries and expenses budget. Provides direction to meet the human resource management needs within OPS; coordinates with the office which handles ACF's human resources activities and the Department to provide OPS staff with personnel services

including position management, staffing, recruitment, employee and labor relations, employee assistance, payroll, staff development and training, and special hiring and placement programs; and, maintains systems to track personnel actions to keep the Director of OPS and, as appropriate, the Directors of offices within OPS informed about the status of personnel actions, current full-time equivalency usage and salaries and expenses resources, and employee programs and benefits. All OPS personnel related issues, performance management activities and other administrative functions within OPS are handled within this office.

IX. Establish a new "Chapter KS," as follows:

The Office of Human Resources and Equal Employment Opportunity/Civil Rights.

KS.00 Mission

KS.10 Organization

KS.20 Functions

KS.00 Mission. The Office of Human Resources and Equal Employment Opportunity/Civil Rights (OHREEO/CR) provides oversight and direction to meet the human resource management needs of ACF components. The Office directs and manages the ACF Equal Employment Opportunity and Civil Rights program.

KS.10 Organization. The Office of Human Resources and Equal Employment Opportunity/Civil Rights is headed by a Director who reports to the Deputy Assistant Secretary for Program Operations.

KS.20 Functions. The Office of Human Resources and Equal Employment Opportunity serves as the principal advisor to the Assistant Secretary for Children and Families on all aspects of human resource management and the Equal Employment Opportunity and Civil Rights program. Provides leadership, oversight and coordination for the planning, analysis, and development of human resource policies and programs. Serves as the liaison between ACF, the Office of Assistant Secretary for Personnel Administration, and the HHS Office for Civil Rights. Formulates and interprets new human service programs and strategies. Plans, develops and interprets ACF human resource policies, procedures and manuals/systems. Performs employee utilization and assessment evaluations. Participates in pilot projects and represents ACF on committees which relate to the functions of the office. Manages the performance recognition systems and the responsibilities of the Executive

Resources Board (ERB), the Performance Review Board (PRB), and the Performance Standards Review Board. Manages and coordinates all awards programs for ACF. Manages special hiring and placement programs. Administers ACF's Personnel Security responsibilities and ACF's ethics program. Coordinates the ethics program with the Department's Office of Special Counsel for Ethics. Supports the implementation of ACF's streamlining efforts.

OHREEO/CR directs and manages the ACF Equal Employment Opportunity and Civil Rights program in accordance with Equal Employment Opportunity Commission (EEOC) regulations and HHS guidelines. Immediate oversight is provided by a staff under the direction of the ACF EEO Officer. Plans, develops, and evaluates programs and procedures designed to identify and eliminate discrimination in employment, training, incentive awards, promotion and career opportunities. Responsible for implementing and evaluating a cost-effective, timely, and impartial system for processing individual complaints of discrimination under Title VII of the Civil Rights Act of 1964, as amended. Provides information, guidance, advice, and technical assistance to ACF supervisors and managers on Affirmative Employment planning and other means of achieving parity and promoting work force diversity. Responsible for ensuring that ACF-conducted programs do not discriminate against recipients on the basis of race, color, national origin, age or disability. Monitors and implements civil rights compliance actions under Title VI, Section 504 of the Rehabilitation Act of 1973, as amended, and the Age Discrimination Act of 1975, as amended. Implements the applicable provisions of the Americans with Disabilities Act of 1990.

X. Establish a new "Chapter KT," as follows:

Office of Legislative Affairs and Budget

KT.00 Mission

KT.10 Organization

KT.20 Functions

KT.100 Mission. The Office of Legislative Affairs and Budget (OLAB) provides leadership in the development of legislation, budget, and policy, ensuring consistency in these areas among ACR program and staff offices, and with ACF and the Department's vision and goals. It advises the Assistant Secretary for Children and Families on all policy and programmatic matters which substantially impact the agency's legislative program, budget development process, and regulatory

agenda. The Office serves as the primary ACF contact, for the Department, the Executive Branch, and the Congress on all legislative, budget development and regulatory activities.

KT.10 Organization. The Office of Legislative Affairs and Budget is headed by a Director, who reports to the Deputy Assistant Secretary for Policy and External Affairs.

KT.20 Functions. The Office of Legislative Affairs and Budget serves as the principal advisor to the Deputy Assistant Secretary for Policy and External Affairs and the Assistant Secretary for Children and Families on all policies and programmatic matters which substantially impact on legislative affairs, budget development, and the regulatory agenda; and represents the Deputy Assistant Secretary for Policy and External Affairs and the Assistant Secretary on budget, policy and legislative materials and activities.

Serves as the primary ACF contact for the Department, the Executive Branch, and Congress on all budget development activities; manages the development and presentation of ACF's budget; provides guidance to ACF program and staff components in preparing material in support of budget development.

Manages the ACF regulatory development process; negotiates regulatory policy positions with the Department and the Executive Branch; provides guidance to ACF programs and staff components on policy and programmatic matters which substantially impact the budget and regulatory development process; and reviews and analyzes other policy significant documents to ensure consistency with ACF's budget, vision and goals.

Serves as the focal point for congressional liaison in ACF and for the Office of Assistant Secretary for Legislation; counsels and advises the Assistant Secretary for Children and Families and senior ACF staff on congressional activities and relations; manages the preparation of testimony and briefings; negotiates clearance of testimony; monitors hearings and other congressional activities which affect ACF; and manages congressional inquiries.

Manages the ACF legislative planning cycle and the development of Reports to Congress; reviews and analyzes a wide range of Congressional policy documents, including legislative proposals, pending legislation, and bill reports; solicits and synthesizes internal ACF comments on such documents; negotiates legislative policy positions with the Department and the Executive



Branch; and reviews other policy significant documents to ensure consistency with statutory and congressional intent and the agency legislative agenda.

Dated: August 1, 1995.

**Donna E. Shalala,**

*Secretary.*

[FR Doc. 95-19570 Filed 8-8-95; 8:45 am]

BILLING CODE 4184-01-M

## Centers for Disease Control and Prevention

### Workers' Family Protection Task Force: Meeting

In accordance with Section 10(a)(2) of the Federal Advisory Committee Act (Pub. L. 92-463), the National Institute for Occupational Safety and Health (NIOSH), Centers for Disease Control and Prevention (CDC), announces the following committee meeting.

*Name:* Workers' Family Protection Task Force.

*Times and Dates:* 9 a.m.-4 p.m., August 24, 1995. 9 a.m.-3 p.m., August 25, 1995.

*Place:* Department of Labor, 200 Constitution Avenue, NW., Room S3215 A&B, Washington, DC 20210.

*Status:* Open to the public, limited only by the space available. The room will accommodate approximately 50 people.

*Purpose:* The Task Force will review and evaluate the report of a study to be conducted by NIOSH in cooperation with the Secretary of Labor, the Administrator of the Environmental Protection Agency, the Administrator of the Agency for Toxic Substances and Disease Registry, and heads of other Federal Government agencies as determined to be appropriate by the Director, NIOSH, on the potential for, the prevalence of, and the issues related to the contamination of workers' homes with hazardous chemicals and substances. The Task Force will determine and advise the Director, NIOSH, about additional data needs, if any, and the need for additional evaluation of the scientific issues related to and the feasibility of developing additional data. The Task Force will develop a recommended investigative strategy for use in obtaining needed information.

*Matters to be Discussed:* Agenda items will include a review of the Workers' Family Protection Task Force charter; the Workers' Family Protection Act and the report required by this Act; the identification of additional information needs to protect workers' families from home contamination; and the development of procedures necessary to accomplish the mission of producing a National investigative strategy to obtain the needed information.

Agenda items are subject to change as priorities dictate.

*Contact Person for More Information:* Robert W. Mason, Ph.D., Executive Secretary, Workers' Family Protection Task Force, NIOSH, CDC, 4676 Columbia Parkway, M/S

C-16, Cincinnati, Ohio 45226, telephone 513/533-8390.

Dated: July 28, 1995.

**Carolyn J. Russell,**

*Director, Management Analysis and Services Office, Centers for Disease Control and Prevention (CDC).*

[FR Doc. 95-19379 Filed 8-8-95; 8:45 am]

BILLING CODE 4163-19-M

## Health Care Financing Administration

[ORD-077-N]

### New and Pending Demonstration Project Proposals Submitted Pursuant to Section 1115(a) of the Social Security Act: May 1995

**AGENCY:** Health Care Financing Administration (HCFA).

**ACTION:** Notice.

**SUMMARY:** This notice lists new proposals for Medicaid demonstration projects submitted to the Department of Health and Human Services during the month of May 1995 under the authority of section 1115 of the Social Security Act. This notice also lists proposals that were approved, disapproved, pending, or withdrawn during this time period. (This notice can also be accessed on the Internet at [HTTP://WWW.SSA.GOV/HCFA/HCFAHP2.HTML](http://WWW.SSA.GOV/HCFA/HCFAHP2.HTML).)

**COMMENTS:** We will accept written comments on these proposals. We will, if feasible, acknowledge receipt of all comments, but we will not provide written responses to comments. We will, however, neither approve nor disapprove any new proposal for at least 30 days after the date of this notice to allow time to receive and consider comments. Direct comments as indicated below.

**ADDRESSES:** Mail correspondence to: Susan Anderson, Office of Research and Demonstrations, Health Care Financing Administration, Room C3-11-07, 7500 Security Boulevard, Baltimore, MD 21244-1850.

**FOR FURTHER INFORMATION CONTACT:** Susan Anderson, (410) 786-3996.

#### SUPPLEMENTARY INFORMATION:

##### I. Background

Under section 1115 of the Social Security Act (the Act), the Department of Health and Human Services (HHS) may consider and approve research and demonstration proposals with a broad range of policy objectives. These demonstrations can lead to improvements in achieving the purposes of the Act.

In exercising her discretionary authority, the Secretary has developed a

number of policies and procedures for reviewing proposals. On September 27, 1994, we published a notice in the **Federal Register** (59 FR 49249) that specified (1) the principles that we ordinarily will consider when approving or disapproving demonstration projects under the authority in section 1115(a) of the Act; (2) the procedures we expect States to use in involving the public in the development of proposed demonstration projects under section 1115; and (3) the procedures we ordinarily will follow in reviewing demonstration proposals. We are committed to a thorough and expeditious review of State requests to conduct such demonstrations.

### II. Listing of New, Pending, Approved, and Withdrawn Proposals for the Month of May 1995

As part of our procedures, we publish a notice in the **Federal Register** with a monthly listing of all new submissions, pending proposals, approvals, disapprovals, and withdrawn proposals. Proposals submitted in response to a grant solicitation or other competitive process are reported as received during the month that such grant or bid is awarded, so as to prevent interference with the awards process.

#### A. Comprehensive Health Reform Programs

##### 1. New Proposals

No new comprehensive health reform proposals were received during the month of May.

##### 2. Pending Proposals

Demonstration Title/State: Arizona Health Care Cost Containment System (AHCCCS)—Arizona.

Description: Arizona proposes to expand eligibility under its current section 1115 AHCCCS program to persons with incomes up to 100 percent of the Federal poverty level.

Date Received: March 17, 1995.

State Contact: Mabel Chen, M.D., Director, Arizona Health Care Cost Containment System, 801 East Jefferson, Phoenix, Arizona 85034, (602) 271-4422.

Federal Project Officer: Joan Peterson, Health Care Financing Administration, Office of Research and Demonstrations, Room C3-18-26, 7500 Security Boulevard, Baltimore, Maryland 21244-1850.

Demonstration Title/State: MediPlan Plus—Illinois.

Description: Illinois seeks to develop a managed care delivery system using a series of networks, either local or statewide, to tailor its Medicaid delivery