

## ADMINISTRATION ON DEVELOPMENTAL DISABILITIES FISCAL YEAR 1999 REALLOTMENT—Continued

	Protection & Advocacy	Reallotment	Revised allotment
Illinois .....	901,195	4,712	905,907
Indiana .....	504,189	2,636	506,825
Iowa .....	259,794	1,358	261,152
Kansas .....	254,508	1,330	255,838
Kentucky .....	408,553	2,136	410,689
Louisiana .....	467,174	2,442	469,616
Maine .....	254,508	1,330	255,838
Maryland .....	343,626	1,796	345,422
Massachusetts .....	446,073	2,332	448,405
Michigan .....	819,631	4,285	823,916
Minnesota .....	355,911	1,860	357,771
Mississippi .....	311,898	1,630	313,528
Missouri .....	461,835	2,414	464,249
Montana .....	254,508	1,330	255,838
Nebraska .....	254,508	1,330	255,838
Nevada .....	254,508	1,330	255,838
New Hampshire .....	254,508	1,330	255,838
New Jersey .....	522,698	2,732	525,430
New Mexico .....	254,508	1,330	255,838
New York .....	1,391,367	7,274	1,398,641
North Carolina .....	643,130	3,362	646,492
North Dakota .....	254,508	1,330	255,838
Ohio .....	982,375	5,136	987,511
Oklahoma .....	310,137	1,621	311,758
Oregon .....	266,483	1,393	267,876
Pennsylvania .....	1,046,311	5,471	1,051,782
Rhode Island .....	254,508	1,330	255,838
South Carolina .....	364,853	1,907	366,760
South Dakota .....	254,508	1,330	255,838
Tennessee .....	494,739	2,586	497,325
Texas .....	1,542,970	8,067	1,551,037
Utah .....	254,508	1,330	255,838
Vermont .....	254,508	1,330	255,838
Virginia .....	510,974	2,671	513,645
Washington .....	395,431	2,067	397,498
West Virginia .....	275,882	1,442	277,324
Wisconsin .....	444,310	2,323	446,633
Wyoming .....	254,508	1,330	255,838
American Samoa .....	136,161	712	136,873
Guam .....	136,161	712	136,873
Puerto Rico .....	778,481	4,069	782,550
Virgin Islands .....	136,161	712	136,873
Northern Mariana Islands .....	136,161	712	136,873
AZ DNA People's Legal Services .....	136,161	712	136,873

\* Includes the award of \$136,161 to an Indian Consortium (AZ DNA People's Legal Services) in accordance with Section 142(b).

Dated: December 3, 1998.

**Reginald F. Wells,**

*Deputy Commissioner, Administration on Developmental Disabilities.*

[FR Doc. 98-33325 Filed 12-15-98; 8:45 am]

BILLING CODE 4184-01-P

## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Administration for Children and Families

#### Office of the Deputy Assistant Secretary for Administration; Statement of Organization, Functions, and Delegations of Authority

This notice amends Part K of the Statement of Organization, Functions,

and Delegations of Authority of the Department of Health and Human Services (DHHS), Administration for Children and Families (ACF) as follows: Chapter KP, Office of the Deputy Assistant Secretary for Administration (ODASA) (63 FR 81) and (63 FR 42050), as last amended on January 2, 1998 and August 6, 1998. This reorganization realigns several functions within the ODASA.

Amend Chapter KP as follows:

I. Amend KP.10 Organization. Delete in its entirety and replace with the following:

KP.10 Organization. The Office of the Deputy Assistant Secretary for Administration is headed by the Deputy Assistant Secretary who reports to the Assistant Secretary for Children and

Families. The Office is organized as follows:

- Immediate Office of the Deputy Assistant Secretary for Administration (KPA).
- Office of Information Services (KPB).
- Office of Financial Services (KPC).
- Office of Management Services (KPD).
- Office of Customer Service and Administration (KPE).
- Office of State Systems (KPF).
- Executive Secretariat Office (KPG).
- Office of Equal Employment Opportunity/Civil Rights and Special Initiatives (KPH).
- Office of Human Resource Management (KPI).
- Office of Administrative Services and Facilities Management (KPL).

## II. Amend KP.20 Functions.

a. Delete Paragraph A in its entirety and replace with the following:

KP.20 Functions. A. Office of the Deputy Assistant Secretary for Administration directs and coordinates all administrative activities for the Administration for Children and Families. The Deputy Assistant Secretary for Administration serves as ACF's Chief Financial Officer (CFO); ACF's Chief Grants Management Officer; Federal Manager's Financial Integrity Act (FMFIA) Management Control Officer; Principal Information Resource Management Official serving as ACF's Chief Information Officer responsible for implementing the Information Technology Management Reform Act; and Reports Clearance Officer. The Deputy Assistant Secretary for Administration serves as the 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 for Administration provides day-to-day executive leadership and direction to the Executive Secretariat Office; Office of Administrative Services and Facilities Management; Office of Customer Service and Administration; Office of Equal Employment Opportunity/Civil Rights and Special Initiatives; Office of Human Resource Management; Office of Information Services; Office of Financial Services; Office of Management Services; and Office of State Systems. The Deputy Assistant Secretary for Administration 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.

b. Delete Paragraph E in its entirety and replace with the following:

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

ODASA; develops and maintains ODASA staff directory and users' guide for ODASA services.

OCSA is responsible for overseeing ODASA's salaries and expenses budget. Provides direction to meet the human resource management needs within ODASA; coordinates with the office which handles ACF's human resources activities and the Department to provide ODASA 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 Deputy Assistant Secretary for Administration and, as appropriate, the Directors of offices within ODASA informed about the status of personnel actions, current full-time equivalency usage and salaries and expenses resources, and employee programs and benefits. All ODASA personnel related issues, performance management activities and other administrative functions within ODASA are handled within this office.

OCSA advises the Deputy Assistant Secretary for Administration on ACF organizational development activities; develops policies and procedures for implementing organizational development and other management improvement projects or programs; and applies tools and techniques such as re-engineering practices to design organizational development interventions aimed at improving ACF processes.

c. Delete Paragraph H in its entirety and replace with the following:

H. Office of Equal Employment Opportunity/Civil Rights and Special Initiatives (OEEO/CR&SI) serves as the principal advisor through the Deputy Assistant Secretary for Administration to the Assistant Secretary on all aspects of the Equal Employment Opportunity and Civil Rights program, organizational analysis, delegations of authority and special initiatives.

Serves as the liaison between ACF and the HHS Office for Civil Rights. The Office 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.

The Office advises the Assistant Secretary through the Deputy Assistant Secretary for Administration on all aspects of organizational analysis including: planning for new organizational elements; and planning, organizing and performing studies, analyses and evaluations related to structural, functional and organizational issues, problems and policies to ensure organizational effectiveness. Provides technical assistance to ACF components on developing and finalizing reorganization proposals. As appropriate, serves as liaison to the HHS Office of the Assistant Secretary for Management and Budget to coordinate organizational proposals requiring Secretarial approval; and prepares functional statements and official organizational charts. Administers ACF's system for review, approval, and documentation of delegations of authority.

The Office provides leadership for all special initiative activities for ACF; participates in pilot projects; and represents ACF on committees which relate to the functions of the Office. Manages and coordinates the ACF Incentive Awards Program.

d. Delete Paragraph J in its entirety and replace with the following:

J. The Office of Human Resource Management (OHRM) directs and manages the personnel operations and services for the Administration for Children and Families (ACF). Provides advice and assistance to ACF managers in their personnel management activities including workforce planning, recruitment, selection, position management, performance management, and incentive awards. Provides a variety of services to ACF employees, including provision of employee assistance

services and career, retirement and benefits counseling. Serves as ACF liaison to the Department on all payroll matters. Provides the following personnel administrative services: the exercise of appointing authority, position classification, awards authorization, personnel management evaluation, personnel action processing and recordkeeping. Manages the merit promotion, special hiring and placement programs. Provides leadership in directing and managing agency-wide staff development and training activities for ACF.

The Office provides leadership, oversight, and coordination for the planning, analysis, and development of human resource policies and programs. Serves as liaison between ACF, the Department, and the Office of Personnel Management. Provides technical advice and assistance on policy, legal and regulatory matters. Formulates and interprets policies pertaining to all areas related to personnel administration and management. Formulates and interprets new human resource programs and strategies.

Formulates and oversees the implementation of ACF-wide policies, regulations and procedures concerning all aspects of the Senior Executive Service (SES), and SES equivalent recruitment, staffing, position establishment, compensation, award, performance management and other related personnel areas. Manages the performance recognition systems and the responsibilities of the Executive Resources Board (ERB) and the Performance Review Board (PRB). Coordinates the Schedule C and Executive personnel activity with the Office of the Secretary. Is the focal point for data, reports, and analyses relating to SES, Schedule C and other executive personnel, such as those in Executive Level positions.

Provides management advisory service on all labor management and employee relations issues. 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, disciplinary and adverse action regulations, and appeals. Pursues human relations innovations such as alternative dispute resolutions and serves as the focal point in all issues pertaining to the Labor-Management Partnership Council. Provides leadership in assuring the integrity, effectiveness and impartiality of ACF's alternative dispute resolution programs, grievances, and merit systems program. Participates in the formulation and

implementation of policies, practices and matters affecting bargaining unit employees' working conditions by assuring management's compliance with the Federal Labor Relations Program (5 U.S.C. Chapter 71).

Administers ACF's personnel security responsibilities and ethics program. Coordinates the ethics program with the Department's Office of Special Counsel for Ethics.

The Office is responsible for the functional management of all program, common needs and management training in the agency, including policy development, guidance, and technical assistance and evaluation of aspects of program, career, employee, supervisory, management and executive training. Provides leadership in implementing the recommendations of the Staff Development and Training Team by managing/overseeing and monitoring the ACF Training Resource Center and institutionalizing long-term development training for ACF employees. Supports the daily work and special projects of ACF employees by managing for Information Resource Center (library).

e. Delete Paragraph K in its entirety.

Dated: December 3, 1998.

**Elizabeth M. James,**

*Deputy Assistant Secretary for Administration.*

[FR Doc. 98-33324 Filed 12-15-98; 8:45 am]

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Food and Drug Administration

#### Anesthetic and Life Support Drugs Advisory Committee; Notice of Meeting

**AGENCY:** Food and Drug Administration, HHS.

**ACTION:** Notice.

This notice announces a forthcoming meeting of a public advisory committee of the Food and Drug Administration (FDA). The meeting will be open to the public.

**Name of Committee:** Anesthetic and Life Support Drugs Advisory Committee.

**General Function of the Committee:** To provide advice and recommendations to the agency on FDA's regulatory issues.

**Date and Time:** The meeting will be held on January 12, 1999, 9 a.m. to 5 p.m.

**Location:** FDA Bldg. 5630, conference room, 5630 Fishers Lane, Rockville, MD.

**Contact Person:** Karen M. Templeton-Somers, Center for Drug Evaluation and Research (HFD-21), Food and Drug Administration, 5600 Fishers Lane,

301-827-7001, or FDA Advisory Committee Information Line, 1-800-741-8138 (301-443-0572 in the Washington, DC area), code 12529. Please call the Information Line for up-to-date information on this meeting.

**Agenda:** The committee will hear presentations and discuss the cardiovascular safety data submitted regarding new drug application (NDA) 20-997, Chirocaine™ (levobupivacaine injection), Darwin Discovery Ltd., a local anesthetic agent indicated for surgical anesthesia and pain management.

**Procedure:** Interested persons may present data, information, or views, orally or in writing, on issues pending before the committee. Written submissions may be made to the contact person by January 5, 1999. Oral presentations from the public will be scheduled between approximately 9:15 a.m. and 9:45 a.m. and between 1:15 p.m. and 1:45 p.m. Time allotted for each presentation may be limited. Those desiring to make formal oral presentations should notify the contact person before January 5, 1999, and submit a brief statement of the general nature of the evidence or arguments they wish to present, the names and addresses of proposed participants, and an indication of the approximate time requested to make their presentation.

Notice of this meeting is given under the Federal Advisory Committee Act (5 U.S.C. app. 2).

Dated: December 8, 1998.

**Michael A. Friedman,**

*Deputy Commissioner for Operations.*

[FR Doc. 98-33291 Filed 12-15-98; 8:45 am]

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## DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Food and Drug Administration

#### Oncologic Drugs Advisory Committee; Notice of Meeting

**AGENCY:** Food and Drug Administration, HHS.

**ACTION:** Notice.

This notice announces a forthcoming meeting of a public advisory committee of the Food and Drug Administration (FDA). The meeting will be open to the public.

**Name of Committee:** Oncologic Drugs Advisory Committee.

**General Function of the Committee:**

To provide advice and recommendations to the agency on FDA regulatory issues.