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Cover Photos

*Seattle, Washington*

**NCSL 2015 Legislative Summit**
Dear ASLCS Friends:

It was great to see so many of you at the NCSL Annual Summit in Seattle, Washington. We had nearly 100 members in attendance at the Business Luncheon. All twelve of our standing committees met and conducted business. Additionally, the Mason’s Manual Commission conducted a meeting.

Just prior to the Annual Summit, I attended the Canadian Clerks at the Table meeting in Yellowknife, NWT. Steve Marshall has prepared a detailed report, contained in this edition, of the meeting. Suffice it to say, it was a tremendous learning experience. I look forward to seeing our Canadian colleagues again at the Joint Canadian American Meeting this October.

The ASLCS Professional Development Seminar is just weeks away. We are excited about the great educational programming and the outstanding social events. A couple of items I would like to bring to your attention: The Breakout Sessions will occur at the beginning of the week. We hope this will provide a better opportunity for new attendees to meet and spend time with their colleagues. Please plan to participate in our community service project in support of the Rack Pack Program. This program provides basic necessities for service members upon their return from deployment, many of whom may not have family or the means to provide these items. Bags filled with toiletries and treats are placed on their beds (racks) to provide for basic necessities in their first 48 hours back home. ASLCS attendees are asked to bring along travel size toiletries, personal care items and wrapped treats, or donate funds for the purchase of supplies. All products must be “travel size” as the Rack Pack bag has to be able to accommodate each item.

Finally, a few acknowledgments: I was very proud to present this year’s Legislative Staff Achievement Awards to Norma Chastain, Assistant Chief Clerk, Arizona House of Representatives and Marilyn Eddins, Chief Clerk, Colorado House of Representatives. We owe thanks to Ann Cornwall, Secretary, Arkansas Senate and Lisa Davis, Assistant Clerk, Mississippi House of Representatives for the conclusion of their three year terms on the NCSL Executive Committee. We had two colleagues matriculate from the Legislative Staff Management Institute this summer, Alan Whittington, Deputy Clerk, Tennessee Senate and Tisha Gieser, Assistant Chief Clerk, Alaska House of Representatives.

I look forward to working with you at the Professional Development Seminar. Thank you again for the opportunity to serve our society.

With kindest regards,

Russell A. Humphrey
Chief Clerk, Tennessee Senate
ASLCS President
Russell Humphrey (TN)  
President

Susan Furlong (NV)  
President-Elect

Susan W. Kannarr (KS)  
Secretary-Treasurer

William “Bill” MaGill (VT)  
Associate Vice-President

Robert Haney (TX)  
Elected Principal

Maryann Horch (VA)  
Elected Associate

D. Patrick Harris (AL)  
Appointed Principal

Denise Weeks (NC)  
Appointed Principal

Yolanda J. Dixon (LA)  
Appointed Associate

Alan Whittington (TN)  
Appointed Associate

Suzi Lowell (AK)  
Immediate Past President

Janice A. Gadd (UT)  
Immediate Past Associate  
Vice-President
Call to Order: Russell Humphrey, Chief Clerk of the Tennessee Senate, called the business meeting of the American Society of Legislative Clerks and Secretaries to order.

Committee Reports

Bylaws and Standing Orders: Patsy Spaw (TX) reported that the committee had finished its work updating the Standing Orders and would be submitting proposed language on a couple of remaining issues to the Executive Committee for approval later this week.

Inside the Legislative Process: Norma Chastain (AZ) reported that the next topic for survey will be Censure, Expulsion and Other Disciplinary Actions. The survey will be sent out by E-mail later this month. Ms. Chastain also reported that information collected in a research project earlier this summer by Brenda Erikson (NCSL) regarding rules adoption will be posted on the website.

Site Selection: Brad Young (OH) briefly reviewed the plans for the 2015 PDS in September in Raleigh, NC and updated the members on the 2016 PDS to be held in Boise, ID. Mr. Young reported that the committee had begun discussion of ideas for the 2017 PDS and asked for input or suggestions from Society members.

Technology: Brad Metcalf (KY) reported the committee meeting focused primarily on concurrent session being developed for the PDS in September. Topics under discussion included the technology challenges of off-site sessions; IT efficiency and Reducing redundancy; IT security; and the Tennessee content management system.

International Communication and Development: Liz Clark (AK) reported that the International Directory was currently in the process of being completed. During its meeting, the committee received an update from Steve Marshall (VT) on the recent CATTs meeting. Ms. Clark reported that she and President Humphrey will be attending the ANOMAC meeting later this month in Chetumal, Mexico. Finally, the committee discussed the international attendee roundtable being developed as a concurrent session at the PDS in Raleigh in September.

Legislative Administrator: Bernadette McNulty (CA) reported that the committee has set a deadline of August 28 for submissions for the next edition. The recent decision to send the publication to the principals in each state for further distribution to associate members saved approximately $500 and seemed to work well. Ms. McNulty reported that the committee is seeking articles regarding the Associate Exchange program and possibly a report regarding the recent CATTs meeting. Also, the committee is seeking information and articles regarding retired and former members.

Membership and Communication: Lindsay Grovom (MT) reported that the committee discussed plans for the new attendee orientation and other activities at the PDS in September. The committee is planning to provide more information to new attendees about the structure of ASLCS. Ms. Grovom also reported the committee plans to host friendship tables at breakfast this year after they proved popular during last year’s meeting.

Support Staff: Jay Pierson (VA) reported that the committee focused on topics for concurrent sessions at this year’s PDS and ideas for the Legislative Expo.

Canadian-American Relations: Steve Marshall (VT) reported that the committee discussed the recent CATTs meeting in Yellowknife, Northwest Territories, Canada. The meeting was attended by Mr. Marshall, President Humphrey (TN) and Pat Harris (AL). The committee also discussed plans for the Joint Canadian American Clerks conference to be held in Columbus, OH from October 28 to November 1, 2015.

Professional Journal: Bonnie Alexander (ID) reported that the committee is still looking for articles for the next issue and has extended the deadline to August 24th. She encouraged members to consider writing an article for the publication. The 10 year commemorative Journal is also in process. Ms. Alexander reported that the committee discussed ideas to revitalize the Journal and will continue this discussion at the PDS in Raleigh.
Program Development: Cathy Hooe (VA) reported that the committee discussed the program for the upcoming PDS in Raleigh and will be following up with other committee chairs regarding their topics for concurrent sessions.

Roster: Londi Ensor (AK) reported that the current roster is under development and reminded members about a recent E-mail sent to collect updated information.

Presentation of Legislative Staff Achievement Awards President Humphrey presented the Legislative Staff Achievement Awards to Norma Chastain, Assistant Chief Clerk, Arizona House of Representatives and Marilyn Eddins, Chief Clerk, Colorado House of Representatives. Michael Adams (VA) accepted the award on behalf of Ms. Eddins who was unable to attend.

2015 PDS Update President Humphrey thanked Kathy Hooe (VA) for taking over duties for planning the 2015 PDS after the departure of the Program Committee chair last December.

Ms. Hooe briefly reviewed the plans for the upcoming meeting. After a positive response last year, staff breakouts are again being planned on Monday to allow attendees to get to know their peers early in the meeting. Also, in response to comments on surveys there will only be two concurrent sessions at one time instead of three and there will be a total of eight sessions. Ms. Hooe encouraged people to agree to participate on panels if contacted. There will be two plenary speakers on the topics of dealing with change and communication. The agenda will continue to be updated on the ASLCS website as it develops. Finally, members were encouraged to participate in the community service project by bringing small items for inclusion in Rack Packs that will be put together and given to returning service members. Information on the service project and other information related to the meeting will also be available on the North Carolina blog. The blog will soon have information regarding optional tours to be offered on Tuesday, September 22.

President Humphrey reviewed some of the social events being planned for the meeting. Events will include a beach theme party with dancing lessons; a BBQ with a mascot theme; jazz night at the City Club and the state dinner.

Other Business Members were encouraged to fill out Committee forms recently sent out and to consider offering to participate in leadership positions.

Announcements President Humphrey recognized the Washington staff for their work hosting the Legislative Summit and thanked International Roll Call for sponsoring the luncheon.

Lisa Davis (MS), Ann Cornwell (AR) were recognized for completing their term on the NCSL Executive Committee. Alan Whittington (TN) and Tisha Geiser (AK) were recognized for their participation in the Legislative Staff Management Institute earlier in the summer.

President Humphrey recognized the work of Jeanne Mejeur from NCSL who is the new liaison to ASLCS. He also congratulated Angela Andrews, the previous liaison, on the birth of Walker James on July 14, 2015.

President Humphrey also announced that Bill MaGill will become the Chief Clerk of the Vermont House of Representatives on October 1, 2015.

Adjournment There being no objection, President Humphrey adjourned the meeting.

Respectfully submitted,
Susan Kannarr (KS), Secretary-Treasurer
Executive Committee Meeting Minutes
Seattle, Washington
August 5, 2015

Call to Order The meeting of the Executive Committee was called to order by Russell Humphrey (TN), ASLCS President at 2:16 p.m. PST.

Attendance The following members of the committee were present: Russell Humphrey (TN), Susan Furlong (NV), Susan Kannarr (KS), William “Bill” MaGill (VT), Maryann Horch (VA), Alan Whittington (TN), Yolanda Dixon (LA), Suzi Lowell (AK), Janice Gadd (UT)

Other members/guests in attendance included Jeanne Mejeur (NCSL Liaison), Brad Young (OH), Patsy Spaw (TX), Norma Chastain (AZ), Paul Campos (WA), Laura Rose, Group Director, NCSL Legislative Management Program.

Approval of Minutes

The minutes of the Spring Executive Committee Meeting on May 2, 2015 in Clearwater Beach, FL were unanimously approved on motion of Yolanda Dixon (LA), seconded by Maryann Horch (VA).

The minutes of the Executive Committee Conference call regarding proposed changes to the Bylaws and Standing Orders on July 23, 2015 were unanimously approved on motion of Yolanda Dixon (LA), seconded by Janice Gadd (UT).

Old Business

1. Review and Approval of Financial Accounts
   a. Secretary-Treasurer Susan Kannarr (KS) reviewed the treasurer’s report for the Dues Account. The ending balance in the account was $45,370.17 as of July 29, 2015. Suzi Lowell (AK) moved and Alan Whittington (TN) seconded to approve the report.
   b. Jeanne Mejeur (NCSL) reviewed the ASLCS Finance Reports including a summary of the various accounts. Ms. Mejeur reported the following:
      (1) Special Meetings Fund (L190): The ending balance in the L190 account was $296,404.23 as of July 27, 2015. Expenditures to date in 2015 were $20,022.20 and revenues, including interest, were $57,751.00. Ms. Mejeur highlighted a donation of $10,000 from Sliq Media Technologies to sponsor an evening activity at the PDS in Raleigh. This donation has been recently invoiced and receipt is still pending.
      (2) Professional Development Revolving Account (LLCS): The ending balance was $14,010.04 as of July 27, 2015. Expenditures since the last report were $2,875. These expenditures included scholarship payments for the Associate Exchange Program and Legislative Staff Management Institute. There were no deposits since that last report although a payment of $1,500 from Thomson Reuters for the Ed Burdick Scholarship is pending.
      (3) 2015 PDS Budget Review: The total proposed budget for the Fall PDS in Raleigh, NC is $80,878.81. Projected revenue, including registrations and nation sponsor contributions, totals $81,860. Ms. Mejeur pointed out that a $5,000 transfer from the L190 account shown as revenue will not be needed based on a commitment of the same amount from Lexis Nexis that has not yet been received. This budget is based on 175 full registrations.
      (4) Fundraising Summary for 2015 PDS: Ms. Mejeur highlighted information on funds raised to support the PDS in the revenue portion of the L190 account. As of the date of the report a total of $32,800 had been raised by North Carolina and $7,250 has been raised by Tennessee and Virginia.
2. **New member outreach:** The Executive Committee discussed creating minimum requirements and general guidelines for new member outreach by the President-Elect. The committee agreed that at a minimum a welcome letter and phone call would be expected. It was also agreed that the guidelines should be included in the President’s Manual. After additional discussion of the duties President Humphrey indicated that he would prepare draft guidelines and distribute to the committee.

3. **State Capitols Book Project:** Paul Campos (WA) and Jeanne Mejeur (NCSL) updated the Executive Committee regarding the status of the Guidebook to the State Capitols including outstanding obligations and ownership issues. Minutes from the Special Committee on the Guidebook to the State Capitols in September 2010 and an update memo in December 2011 were included in the materials distributed to the Executive Committee. As it stands now, NCSL is under no contractual obligation to publish the book. Mr. Campos indicated that a book of a very similar nature has been published in the years since this project was originally started. After discussion, the committee agreed that the Society will not further pursue this publication at the current time.

4. **Consideration of Changes to Standing Orders:** Patsy Spaw (TX), Chair of the Bylaws and Standing Orders committee, distributed documents containing the technical changes adopted by the Executive Committee previously and new document containing proposed language for items not previously decided. Ms. Spaw plans to distribute updated documents to members of the Executive Committee and Roster Committee by E-mail before the PDS in September. The Standing Orders on the ASLCS website will also be updated with the revised language. Ms. Spaw and committee members emphasized the need for better communication of needed review and updates to the chairperson of the Bylaws and Standing Orders Committee so that updated processes can be handled efficiently.

   a. Proposed language on ASLCS President-elect Responsibilities: Ms. Spaw reviewed the proposed language for Section VIII.B of the Standing Orders. She further recommended that the next committee be charged with developing language for duty descriptions for all officers for the Bylaws and Standing Orders. In response to a question regarding outreach to associate members the Executive Committee members agreed that information should flow through the Principal regarding associate participation. The proposed language was unanimously adopted on motion of Alan Whittington (TN), seconded by Bill MaGill (VT).

   b. Potentially Conflicting Provisions in Standing Orders

   (1) Archivist issues (Section III and Section VIII.C): This issue was deferred for later decision after significant discussion regarding the current status of materials being retained and the need for better organization, including indexing.

   (2) Language regarding private business sponsorship of society scholarships (Section V.G.3 and V.G.5): After discussion, Ms. Spaw was directed to draft a proposal to correct conflicting language in the Standing Orders to clarify that the Burdick scholarship will be awarded annually with or without corporate sponsorship. The understanding of the Executive Committee is that any corporate sponsorship funds available are to be used before funds of the Society are committed.

   (3) Authorizing signatures and approval of expenditures: The committee determined that no action is needed to address these remaining potential conflicts because all expenditures must ultimately be considered and approved by the Executive Committee.

   (4) Proposed conforming language for Burdick and Richards Scholarships: Ms. Spaw presented proposed language for the Ed Burdick (Section V.G.3) and Jane Richards (Section V.H.3) scholarships to conform them to the language in the new Millie MacFarland Scholarship. This language would allow those selected to reapply if they were unable to utilize the scholarship. The proposed language was approved unanimously on motion of Suzi Lowell (AK), seconded by Janice Gadd (UT).

   (5) Proposed language relating to the ASLCS Facebook group: Ms. Spaw reviewed proposed language regarding administration and policies for the Society’s Facebook closed group page. The suggested language does the following: establishes the Technology Committee Chair, or designee, as a page administrator (Section VI.A.11); provides that the President, or designee, serves as an administrator (Section VIII.A.7); establishes an annual review process and makes the Executive Committee the governing entity (XVI.A.3 & 6); and provide a description and purpose of the ASLCS Facebook group (Section XVI.A.8). The proposed language was approved unanimously on motion of Janice Gadd (UT), seconded by Alan Whittington (TN).
New Business

1) **Update on 2015 ASLCS PDS:** Jeanne Mejeur (NCSL) provided an update on planning for the 2015 PDS in Raleigh, NC. She informed the committee that additional hotel rooms have been needed in the contract for the Saturday night prior to the meeting as the 15 rooms originally contracted sold out quickly. Ms. Mejeur reported that a second plenary speaker has recently been contracted and concurrent session planning is proceeding well. Fundraising is on track as are other logistics and social activities. Ms. Mejeur reviewed the preliminary schedule and agenda included in the Executive Committee materials. President Humphrey indicated that no site visit is planned for Raleigh prior to the PDS.

2) **2016 PDS Contract Synopsis:** Jeanne Mejeur (NCSL) reviewed the hotel contract synopsis for the 2016 PDS in Boise, ID. Contract dates are September 17-22 at The Grove Hotel at a room rate of $139 per night. The contract has been signed but the hotel is allowing revisions of plus or minus 10 percent based on the experience at the 2015 PDS. The hotel is near the Capitol and is the only major hotel downtown to host the meeting. President Humphrey indicated that because this hotel was the only feasible location in the city, the decision was made to use Conference Direct to negotiate the contract. This company negotiates hotel contracts for other NCSL meetings. Both President Humphrey and Ms. Mejeur stated that the negotiated contract is very favorable.

3) **Approval of Payment for Mason’s Challenge Webpage Expenses:** Reimbursement of expenses totaling $61.00 to Bonnie Alexander (ID) for web hosting fees associated with the Mason’s Challenge webpage were unanimously approved on motion of Yolanda Dixon (LA), seconded by Bill MaGill (VT).

4) **Travel Approval for Fall NCSL Executive Committee/LSCC Meeting:** Travel for Susan Furlong and Susan Kannarr or their designees to attend the Fall NCSL Executive Committee/LSCC Meeting to be held Oct. 16-17, 2015 in Nashville, TN was unanimously approved on motion of Maryann Horch (VA), seconded by Yolanda Dixon (LA).

5) **Associate Exchange Program Expenditures & Reports:** President Humphrey directed the committee’s attention to reports from Leslie Awtrey and Lisa Davis regarding their participation in the Associate Exchange program.

6) **Betty King Scholarship:** President Humphrey directed the committee’s attention to the material regarding a disbursement to Trisha Geiser (AK) for the Betty King Scholarship. No action is needed as this was previously approved via E-mail.

7) **Joint Canadian American Clerks Conference Update:** Brad Young (OH) provided an update on place for the Joint Canadian American meeting to be held October 28-November 1, 2015 in Columbus, OH. Mr. Young talked about the plans for hotel arrangements, program content and social activities. A subcommittee chaired by Butch Speer (LA) is working on programming for the meeting. More details will be available at the PDS in September.

8) **ANOMAC Travel Request:** President Humphrey directed the committee’s attention to a request from Liz Clark (AK) for reimbursement of costs for attending ANOMAC meeting in Chetumal, Mexico, August 27-29, 2015. Reimbursement was unanimously approved on motion of Yolanda Dixon (LA), seconded by Alan Whittington (TN).

9) **Correspondence:** President Humphrey directed the committee’s attention to a resolution from the Arkansas Senate honoring Ann Cornwell on her 35 years of dedicated service.

Adjournment

Without objection President Humphrey adjourned the meeting at 3:45 p.m. PST.

Respectfully submitted,
Susan W. Kannarr (KS)
Secretary-Treasurer
It is our pleasure to present the Legislative Staff Achievement Award to Norma Chastain, Assistant Chief Clerk of the Arizona House of Representatives.

Norma has worked for the Arizona Legislature—first in the Senate and now in the House—for many years and has implemented many changes and improvements to the legislative process. She is well respected by the legislators and staff for her knowledge of the legislature. Norma is hard-working, but also friendly and professional to all that she encounters. She has a great work ethic and enjoys herself while getting the job done. She is reliable and dedicated to the legislative institution as a whole. Norma is also well-respected for her devotion to ALSCS. She ably performed during her years on the Executive Committee. She has served as the chair of many committees, including Program, Membership and Communication, the Legislative Administrator, and Inside the Legislative Process. She has also contributed as vice chair of many committees.

Norma started out as a page in Arizona, and has worked as a data research receptionist, journal clerk, archivist and bill tracker, and currently serves as the assistant clerk. She is working with a clerk who is new to the clerk’s office, and her vast knowledge is a huge help to him and the new leadership of the House.

Norma has served in many leadership roles for ASLCS, including as Associate vice president; both elected and appointed member of the Executive Committee; committee chair, vice-chair and member; main coordinator of an ASLCS meeting panel; presenter on a panel and a host of the fall Professional Development Seminar.

Norma is a very worthy recipient of the Legislative Staff Achievement Award. Not only is she loyal and dedicated to the Arizona House, but she is also a devoted member of the Society. It is our pleasure to present Norma with the Legislative Staff Achievement Award.

It is our pleasure to present the Legislative Staff Achievement Award to Marilyn Eddins, Chief Clerk of the Colorado House of Representatives.

Marilyn started her distinguished legislative career in 1982 and held the titles of Enrolling Clerk, Journal Clerk, Docket Clerk and Assistant Chief Clerk, before being appointed Chief Clerk in 2004. Throughout her service, Marilyn has also been an active and ardent supporter of ASLCS, NCSL and of efforts and activities for the enhancement and advancement of the work of state legislatures.

Marilyn has served on the ASLCS Executive Committee and as an officer and member of numerous ASLCS standing committees. She has attended countless meetings of ASLCS and NCSL, has served as faculty on numerous topics, has twice hosted participants for the Associate Exchange Program, served on the host committee for the 1997 ASLCS meeting in Vail and the 2002 NCSL Annual Meeting in Denver, and is an alumnus of the Legislative Staff Management Institute, class of 1999.

Most important, though, is Marilyn's remarkable service to the General Assembly and the citizens of the state of Colorado. During her tenure, Chief Clerk Eddins has served six different Speakers of the House and smoothly facilitated three different majority changes. She has been a stalwart resource for five other Colorado nonpartisan legislative agencies who have turned over nine staff directors and she has offered her expertise and advice to five new Secretaries of the Colorado Senate. She has done all of this while consistently advocating for and contributing to efforts to ensure the Colorado General Assembly is transparent, efficient, effective, collaborative and accountable to the people it serves.

Marilyn Eddins is always among the first to share ideas about the positive impact a well-trained and experienced professional legislative staff can make on the work performed by legislatures. She is a tireless advocate for the legislative institution and a resource for her colleagues in statehouses around the country. Humble and deferential, Marilyn will always give credit to others for a job well done without regard for her own commendation. It is for this reason we take great pleasure in according her this well-deserved honor. Her enthusiasm for the spirit of public service never wanes and she is a true steward of the legislative institution to which she has dedicated a lifetime of service.
**Where Are They Now?**

**A Brief Look into the Lives “After the Legislature” of Our Former ASLCS Colleagues**

**Dave Avant**, Former Administrative Assistant to the Secretary of the Alabama Senate. I had a most enjoyable career with the Alabama Senate, starting as a page in 1955, then door keeper, tab clerk, and the reading clerk, as a session only employee until 1990. I became a full time staff person in 1990 as the Administrative Assistant to then Secretary of the Senate, Dr. McDowell Lee, and had the good fortune to serve as his Administrative Assistant until I retired in 2011. Since retiring 41/2 years ago I have had the best of both worlds. In addition to being retired, I was asked by Senate Secretary Pat Harris to work on the front desk on Legislative days, usually 30 days per year. This not only is a fun job but allows me to continue to be a part of the Alabama Senate staff. I attend most of the ASLCS meetings and stay connected with the ASLCS family that I have enjoyed being a part of for the last 25 years. I have an office in Prattville that I go to most days to take care of my personal business, but do not have office hours. I enjoy being the grass cutter and caretaker of my home and a lake cabin where I spend most weekends. I enjoy traveling. Another highlight of my retirement is having the time to be with my four grandchildren and being able to attend many of their athletic events as they grow into adulthood. So, I stay busy but write my own schedule. I have been blessed to be in relatively good health and can truly say I am enjoying retirement. When I wake up every morning “it is just like another Saturday.”

**David Byerman**, Former Secretary of the Nevada Senate. I vividly remember the 2010 PDS in Milwaukee. I was one week on the job, completely overwhelmed with the incredibly steep learning curve of being a brand-new Secretary of the Senate. Ann Cornwell noticed me on the first day of that PDS -- probably looking a bit frazzled -- and pulled me aside. “I've only been on the job for one week,” I told her. “Where do I start?” “You start here, in Milwaukee, Wisconsin of all places,” she said with her inimitable smile. “Welcome to ASLCS.” Ann adopted me as her honorary "mentee" that day (my assigned mentor had no-showed) and, on that first day, she introduced me to the spirit of compassion, camaraderie, and collegiality that I would come to identify with the American Society of Legislative Clerks and Secretaries. To say that I miss you all would be an understatement. But to say I miss you would imply that we are somehow irretrievably separated. I know that not to be the case. I have had dozens (perhaps hundreds?) of phone calls, emails, tweets and Facebook messages over the last nine months, with ASLCS friends and colleagues checking in and reassuring me that these bonds will not be severed easily. Even after nearly five years on the job, I must admit I still felt a bit like a newbie in my fifth and final PDS in Baton Rouge. But I left that PDS thinking back on all that we had accomplished together in those five years. I credit the Society with letting a newbie like me make a difference. We built an e-learning page and YouTube presence. Through the Mason's Manual Commission, we created interesting and well-produced videos introducing the basics of parliamentary procedure and created interactive quizzes at MasonsChallenge.com. We pioneered new ways to keep ASLCS committees engaged through online CoverItNow chats. We created a new “advice column for the modern parliamentarian,” channeling the Assistant Secretary of the California Senate in a recurring column called "Ask Mr. Mason." And President Karen Wadsworth finally came around and green-lit the ASLCS Facebook page, which was literally 18 months in the making! Today, 143 ASLCS members and alumni stay in touch through this invaluable resource. I was honored to serve as Chairman of the Technology Committee, Legislative Administrator Committee, and Program
Carmen Cauthen, Former Administrative Clerk, NC House of Representatives. How I have missed my friends with ASLCS!! I went on temporary disability in August of 2011, after caretaking a sick child and a sick parent, for 6 months of rest. Within a couple of months of leave, I knew that I couldn’t return because I had to help with my mother. I am caretaking both parents (age 85) right now and had to move them into assisted living in January. When I read about life at the legislature in the paper or watch it on the news, I know that I was blessed to leave when I did because I wouldn’t be able to take care of my family or myself with the stress. Thankful to be at home, but missing lots of people. I also volunteer some with a program called “The Encouraging Place”. Love giving back and feeling blessed to be able to do so. For those of you on Facebook, look me up!! I enjoy seeing what friends are doing.

Judy Hall, Former Secretary of the Oregon Senate. I retired as Secretary of the Senate in Oregon over 4 years ago and it hardly seems that long. I am busier than I've ever been so it's hard to believe that I ever had the time to hold down a full-time job! I am currently serving on the Oregon State Capitol Foundation which is dedicated to preserving and enhancing the State Capitol. After working in the building for over 30 years, I have a passion for safeguarding this part of every Oregonian's heritage. I chair the Special Events Committee which is very busy with at least 2 major events each year and several that are cosponsored with the Capitol’s visitor services unit. I am also involved with the YMCA Youth in Government program. I served on their program board for many years and then became even more involved once I retired. I am so excited each year to advise our future leaders. They are bright, committed and so willing to learn. My two granddaughters, Sydney (7) and Evie Grace (3), are so much fun and I am so happy that I now have the time (and the energy) to have fun with them. I have always loved to travel so that is a continuing pursuit. I am going to Amsterdam this fall for a barge trip with several friends and then meet my husband, Michael, for some travel in Bruges, Berlin and Prague. And of course, I love attending ASLCS meetings! The photo I included was taken at the Seattle NCSL Annual Summit with my friends, Nancy Cyr and Neal Osten. I highly recommend retirement!+

Greg Schmidt, Former Secretary of the California Senate. Greg Schmidt retired last October as Secretary of the Senate after forty years of service in the California Legislature. Initially, he felt some apprehension regarding the life change. "Being the Secretary and chief executive officer of a full time legislative body, with nearly a thousand employees, was pretty much an all-consuming proposition. It pretty much defined how I spent all my days, and I did have some concern that outside of the job I’d simply fall off the face of the earth. I was remarkably pleased to find out that after twenty-four hours of freedom, I could honestly ask myself 'What was THAT all about?' Outside of missing the daily pleasure of seeing my friends and colleagues, I miss the legislative grind not a bit.” Greg has remained busy as a self-appointed Secretary of the Exterior, undertaking fact-finding missions to Mexico, Honduras, the Bahamas, and Canada, buying a new house in Sacramento near his fellow geezer retirees, and renting a branch facility in the People’s Republic of Kauai. He is duly employed as the father of four and grandfather of eleven. After fifty-two years of inconsistent golf play, he is still terrible. “It was a grand career and a great honor to serve the State of California for so long. But as time and circumstance indicate the propriety of stepping aside, so also comes the sheer joy of freedom and new opportunities to learn and contribute. No one should fear that final 'sine die' and moving on to the next, best chapter.”
**Pat Mau Shimizu**, Former Chief Clerk of the Hawaii House of Representatives. There is life after the Capitol! I miss the staff and watching the transformation of legislation as it goes through the process (good and the questionable), but I don’t miss the long session hours. The skills we acquire as Clerks and Secretaries and legislative staffers transfer very easily to other administrative positions. I am now the Executive Director of the Hawaii State Bar Association. It’s what’s called a mandatory or unified bar association meaning anyone who wishes to practice law in the State of Hawaii must belong to the HSBA. Main responsibilities: set agenda for Board meetings and assist the President preside; prepare operating budget and monitor expenditures; staff administration; facilities and office management; maintain membership database and public website; respond to public and media inquiries concerning the practice of law. Differences: I have to rely on dues and other sources of revenues for operations, no reliance on a legislative body, which “prints money” for needed operations. And attorneys who are in a profession which is primarily adversarial do not readily accept the necessity of compromise when working on committee projects and activities. Capitol skill sets transferred to my present job: organizing agendas and keeping the presiding officer on track when conducting a meeting, especially when there’s a controversial or contentious agenda item; not summarily saying no to a request—offering alternative solutions whenever possible; and dealing with difficult members of the public who need “massaging” a bit as they have been knocked around by agencies and organizations called previously for assistance; I am enjoying this job in my retirement from the Capitol. One of the benefits is sitting in on the continuing legal education seminars the HSBA puts on for free. After years of not really practicing law, I am learning new disciplines and assisting in the regulation of law practice in Hawaii. Yes, there is life after the Capitol . . .

**Jeannine Wood, Former Secretary of the Idaho Senate.** Jeannine Wood retired in 2011 after almost thirty-six years with the Idaho Senate, the last nineteen years being Secretary of the Senate. She reports that her first year away from the Senate was the hardest. Ill health forced her to retire, but after a trip to the Mayo Clinic she was diagnosed and treated for a lung disorder. Since then, Jeannine has been able to adjust accordingly. Now, nothing slows her down and she is able to enjoy time at home. Spending more time with her family, especially 5-year-old Grandson Gus, has been the best part of retirement for Jeannine. Gus is a weekly overnight visitor and together they have great fun putting puzzles together, playing Sorry, building with Legos, going to movies, and watching cartoons. Gus is expecting a new baby brother any day and the family is very excited about the new arrival. This will be a major period of adjustment for Gus as he has been king of the jungle with both sets of grandparents, and he will also start kindergarten this year. Jeannine enjoys many activities with her husband Chuck—to whom she has been married for forty-seven years! They have been working together the last three years to make improvements to a beautiful wooded mountain property they have owned for forty years. Recently, they completed a small cabin and are now adding a covered deck and an attached storage shed. The property is only a one hour drive from their home in Meridian, Idaho. They retreat to the cabin often, and because it’s so quiet and peaceful they find it difficult to come back down into the valley. Jeannine and Chuck also enjoy camping with friends and family, and riding in the mountains on their RAZR side by side. In her "spare" time, Jeannine enjoys exercising, going to estate sales, playing pinochle, Bible study, going to movies, traveling, and having lunch with friends. She still enjoys politics a great deal and admits that once it's in your blood, it's hard to get away. Jeannine is excited to participate in the 2016 Professional Development Seminar that will be held in Boise, and helping Jennifer and Bonnie with the project. She looks forward to reconnecting with her wonderful ASLCS friends from around the country. “It is truly a blessing to have been a part of this group of professionals.” —

**Secretary of the Colorado Senate Cindi Markwell, Retires**

Cindy Markwell, retired after 35 years of service to the Colorado General Assembly. Cindi began her career with the legislature in 1980, working in an administrative position with the Legislative Drafting Office, which later became the Office of Legislative Legal Services. After many years in the front office, Cindi then embarked on a new role within the office editing and drafting legislation as a Legislative Assistant, and later in a supervisory role as Head Legislative Assistant. Following her distinguished career in the Office of Legislative Legal Services, Cindi became Assistant Secretary of the Senate in 2008 and was first elected as Secretary of the Senate in 2011, the same year she joined ASLCS as a principal. In her five years as Secretary, Cindi worked under four different Presidents (and consequently four different Majority Leaders and three Minority Leaders as well), and she deftly assisted the body in navigating Colorado's first recall of a state legislator and the Senate's first change in party control in a decade. During her tenure as Secretary, Cindi became deeply involved in the restoration of Colorado's Capitol building, particularly the Senate chamber. Even in her retirement, Cindi is excited to see the Capitol's ongoing transformation and the eventual return to its original historic character. Cindi now lives in her dream home outside of Las Vegas, where she spends time with her daughter and son-in-law who have also recently moved to Nevada. She plans to return to the Colorado Senate during the upcoming legislative session to assist in training and advising the new Secretary and to visit her son's family in New York as often as she is able.
Call to Order The meeting of the Bylaws and Standing Orders Committee was called to order by Patsy Spaw (TX), chair.

Attendance The following members of the committee were present: Patsy Spaw (TX), Chair, Sandy Tenney (UT), Vice-Chair, Bill MaGill (VT), Vice-Chair, Suzi Lowell (AK), Liz Clark (AK), Butch Speer (LA), Judy Barrows (ME), Claire Clift (NV), Susan Furlong (NV), Patience Worrel (TX), Phil Cottingham (TX), Janice Gadd (UT), G. Paul Nardo (VA), Paul Campos (WA), Tara Perkinson (VA).

Other members/guests in attendance included Russell Humphrey (TN), ASLCS President; Cheryl Laube, former Chief Clerk of the Arizona House of Representatives; Jeanne Mejeur (NCSL); and Brenda Erickson (NCSL).

Approval of Minutes Upon a motion by Tara Perkinson (VA), the minutes of the last meeting held May 2, 2015, during the 2015 ASLCS Spring Meeting in Clearwater, Florida, were approved without objection.

Old Business Patsy Spaw, (TX), chair, provided a summary of the spring meeting in Clearwater and report on her presentation of committee recommendations to the ASLCS Executive Committee in Clearwater. The recommendations presented included (1) the comprehensive draft of the technical changes to the Standing Orders; (2) proposed language describing ASLCS committees, the MacFarland Scholarship, video recordings, and the responsibilities of the President-elect; and (3) identified conflicting provisions in the Standing Orders. The Executive Committee discussed the recommendations and decided to review them more fully and to conduct a conference call before the NCSL Summit for final action.

A conference call with the Executive Committee was conducted on July 23 at which time Patsy Spaw explained each of the committee's recommendations. The Executive Committee approved the technical changes and the language drafted for the committee descriptions, the MacFarland Scholarship, and video recordings. The Executive Committee established the amount of the MacFarland Scholarship ($1,000) and clarified language prohibiting someone who had been previously awarded the scholarship from applying again. Also discussed was whether the responsibilities of the Technology Committee for the ASLCS Facebook should be included in the committee descriptions. Patsy Spaw offered to research the issue and provide draft language at the NCSL Summit. Due to the inability of Susan Furlong to participate in the conference call, a decision was deferred until the Summit on the President-elect responsibilities proposal and the issue of conflicting provisions.

The chair reported that following the Executive Committee conference call, two new recommendations had been drafted for the committee to review. The first recommendation was to conform the language in the Burdick and Richards scholarships to the MacFarland scholarship to clarify the limitation applied to one who was awarded the scholarship rather than simply being selected. The chair laid out the proposal for committee discussion. Following discussion, Tara Perkinson (VA) moved that the proposal be presented to the Executive Committee. The motion was seconded by Judy Barrows (ME). The motion was adopted without objection.

The chair laid out the second recommendation that was drafted to record Executive Committee action on the Executive Committee approval of the ASLCS Facebook project, setting the parameters of the project, identifying the administrators, and providing for annual review by the Executive Committee. Tara Perkinson (VA) asked if the term "social media" should be used rather than "Facebook." The committee discussed the issue and decided
that since the Executive Committee had specifically addressed the issue of having a trial-run Facebook account the designation should be not changed. Jeanne Mejeur (NCSL) clarified the policy of who the Facebook administrators are informing the committee that the current administrators are Janice Gadd (UT), Bill MaGill (VT), and Jeanne Mejeur (NCSL). Janice Gadd (UT) moved that the proposed Facebook recommendation be submitted to the Executive Committee. The motion was seconded by Judy Barrows (ME). The motion was adopted without objection.

The chair then opened discussion on the conflicting provisions proposal, which had been deferred by the Executive Committee. Item 1, which dealt with archiving and preserving Society documents, raised concern regarding who has actual custody of ASLCS books, records, and papers and the conflicting provisions in the Standing Orders and the specific provisions of ASLCS Bylaws. Claire Clift (NV) noted that Nevada had preserved all Society documents for many years and at the time the documents were transferred an index was created of those documents.

**New Business** The Bylaws Committee has been assigned a concurrent session for the PDS in Raleigh. The topic for the session is the history of clerks and secretaries. This subject was presented as a concurrent session in Sacramento in 2013 at the 70th anniversary of the Society. President Russell Humphrey (TN) suggested that the concurrent session in Raleigh be interactive with the theme "Who are we and why do we do what we do?" There was committee discussion about other previous concurrent sessions on the topic and suggestions for a trivia game format or a name that person format using old photos—something light but packed with information. The following committee members volunteered to work on the project: Tisha Gieser (AK), Liz Clark (AK), Suzi Lowell (AK), Tara Perkinson (VA), Janice Gadd (UT), Maryann Horch (VA), Phil Cottingham (TX), Patience Worrel (TX), and Patsy Spaw (TX).

**Adjournment** There being no further business to come before the committee, Liz Clark (AK) moved the committee stand adjourned. The motion was seconded by Judy Barrows (ME). Without objection, the meeting was adjourned.

Respectfully submitted,
Patsy Spaw (TX), Chair
Call to Order  The meeting of the Canadian-American Relations Committee was called to order by Steve Marshall (VT), Chair.

Attendance  The following members of the committee were present: Steve Marshall (VT), Chair, Ann Cornwell (AR), Vice Chair, Suzi Lowell (AK), Liz Clark (AK), Joyce Wright (AL), Neal Cornett (KY), Donna Holiday (KY), Butch Speer (LA), Yolanda Dixon (LA), Sandy Tenney (UT), Bill Magill (VT), Alan Whittington (TN), Patsy Spaw (TX), Janice Gadd (UT), Paul Campos (WA).

Other members/guests in attendance included President Russell Humphrey (TN) & Brad Young (OH).

Old Business  Brad Young (OH) elaborated on the plans for the upcoming Joint meeting with the Canadian Clerks at the Table, now scheduled for October 28 – November 1 in Columbus, OH. Accommodations and other details to be firmed up once a hotel contract is signed. The subcommittee previously established in Baton Rouge to develop the program for the joint meeting (chaired by Butch Speer (LA) will continue their planning – Russell Humphrey offered to present a session on the “Dashboard” program used in several jurisdictions (and offer accepted).

New Business  Liz Clark (AK), agreed to coordinate a seminar at the PDS in Raleigh regarding procedures used in various jurisdictions (parliamentary and otherwise) and how we all seem to get things done in spite of our differences. A lot will depend on who can attend the PDS from other jurisdictions (Mexico, Canada, Australia, Britain), but it should be educational nonetheless. She will be in contact with Cathy Hooe (VA) and Jamie Kruse (NE) of the Program Committee.

Adjournment  There being no further business, the meeting was adjourned.

Respectfully submitted,
Steve Marshall (VT), Chair of the Committee.
Inside the Legislative Process Committee Meeting Minutes
NCSL Legislative Summit
August 3, 2015 Seattle, Washington

Call to Order  The meeting of the Inside the Legislative Process Committee was called to order by Norma Chastain, AZ, Chair at 2:05 p.m.

Attendance  The following members of the committee were present: Norma Chastain (AZ), Chair, Buddy Griesel Johnson (AR), Lindsey Grovom (MT), Kathy Jackson (UT), John “Jay” Pearson (VA).

Other members/guests in attendance included Roy Ragland (AR), Gail Ragland (AR), Martha Marron (AR), Sharon Cunningham (AR), Katherine Vasilos (AR), Ann Keekelberg (AK), Trish O’Brion (VA), Glenda Albertson (TX), Jan Hudiburg (MD) Bobbie L. Notah (AZ), Jim Drake (AZ) and Brenda Erickson (NCSL).

Approval of Minutes  Upon a motion by Lindsey Grovom (MT), seconded by Buddy Griesel Johnson (AR), the minutes of the last meeting held Saturday, May 2, 2015, during the Spring Business Meeting in Clearwater, Florida were approved.

Old Business  Chair Chastain went over the charge of the Inside the Legislative Process (ILP) Committee, stating that it is a two year committee appointed by the President of the American Society of Legislative Clerks and Secretaries (ASLCS) and the committee is responsible for topics and questions for the ILP survey.

Chair Chastain informed the committee members of the decision at the Spring Meeting about the inclusion of the “adoption of Rules process” into the ILP Manual and presented samples to the committee of the format. The format was approved unanimously and approval was given to Brenda for inclusion.

New Business  Chair Chastain presented the committee with the final questions on Censure, Expulsion and Other Disciplinary Procedures and the committee reviewed for final approval. All questions were agreed to as printed except for the following two questions:

Question Three – the addition of “stripped of committee assignments” as a form of discipline was agreed to.

Question Five – the addition of “(ie: formal vote)” in the question was agreed to.

Brenda will be sending out the survey electronically within a few weeks after the changes have been made.

Adjournment  At 2:21 p.m. upon a motion by Kathy Jackson (UT), seconded by Buddy Johnson (AR), the meeting was adjourned.

Respectfully submitted,
Norma Chastain, (AZ)
ILP Chair
Call to Order The meeting was called to order by Liz Clark (AK), Chair

Attendance The following members of the committee were present: Liz Clark (AK), Chair, Janice Gadd (UT), Vice Chair, Suzi Lowell (AK), Crystaline Jones (AK), Ann Cornwell (AR), Susan Kannarr (KS), Brad Metcalf (KY), Butch Speer (LA), Yolanda Dixon (LA), Susan Furlong (NV), Polly Emerson (TX), Patsy Spaw (TX), Sandy Tenney (UT), G. Paul Nardo (VA), Steve Marshall (VT). Other members/guests in attendance included Londi Ensor (AK), Ann Krekelberg (AK), Paul Campos (WA), Bill McGill (VT), Neal Cornett (KY), Jennifer Teigen Doran (TX), Lourdes Litchfield (TX), and Nicole Albers (TX).

Approval of Minutes Upon a motion by Susan Kannarr (KS), seconded by Cry Jones (AK), the minutes of the meeting held Saturday, May 2, 2015, during the Spring Business Meeting in Clearwater, Florida were approved.

Old Business Liz Clark (AK), Chair, announced that the International Directory is in the process of being updated and she hopes to bring them to the PDS in Raleigh, North Carolina, for distribution.

Chair Clark opened discussion surrounding suggestions made at the spring meeting in Clearwater about delegate outreach. Patsy Spaw (TX) thought it would be great to have the South Africans share their experiences. The difficulty is being able to plan since many international guests get approval to attend at the last minute. Jeanne Mejeur (NCSL) will communicate with Chair Clark as information becomes available.

Chair Clark brought up how nice it was in Durango, Mexico, at ANOMAC, to have interpreters and asked if we could poll Society members and find out who speak languages other than English. Sandy Tenney (UT) pointed out that language interpreters are very different from conversational speakers. Chair Clark agreed but also commented that some translation is better than nothing. She asked if anyone in attendance speaks another language. Lourdes Litchfield (TX) speaks some Spanish.

Chair Clark opened up discussion about the concurrent session this committee is responsible for at this year’s PDS. It was suggested Chair Clark invite Iris Lang, Principal Clerk, Saskatchewan Legislative Assembly and David Wilson, Clerk-Assistant (House), New Zealand, to participate in a round table discussion where we hope to get other international guests and make it a more informal event. Susan Kannarr (KA) suggested discussions beyond parliamentary procedure such as sharing societal and cultural items of interest or unique ways of doing things. The possibility of an International guest reception at this year’s PDS was discussed.

New Business Steve Marshall (VT) shared his experiences from the CATTS meeting in Yellowknife, Northwest Territories. He suggested Chair Clark contact Rick Yarish, Deputy Clerk, Manitoba, for his presentation at the CATTS meeting. Steve thought it would be interesting to the Society.

The Joint Canadian American meeting will be held in Columbus, Ohio, the last week of October (Wednesday through Sunday). Brad Young (OH) is pulling together a great conference. Chair Clark and ASLCS President Russell Humphrey will represent the Society at ANOMAC in Chetumal, Quintana Roo, Mexico, this year. ASLCS President Russell Humphrey reported on his trip to the ANZACATT meeting in January in New South Wales Parliament.

Adjournment Upon a motion by Cry Jones (AK), seconded by Sandy Tenney, the meeting was adjourned.

Respectfully submitted, Janice A. Gadd (UT), Vice-Chair
Call to Order  The meeting of the Legislative Administrator Committee was called to order by Joyce Wright (AL), Chair.

Attendance  The following members of the committee were present: Joyce Wright (AL), Chair, Bernadette McNulty (CA), Donna Holiday (KY), Brad Young (OH)

Other members/guests in attendance included Claire Clift (NV).

Approval of Minutes  A motion was made and seconded to approve minutes of the last meeting held Saturday, May 2, 2015, during the Spring Business Meeting in Clearwater, Florida. The motion carried.

Old Business  Joyce reported to the committee that the postage cost was considerably less when mailing the Legislative Administrator issues in bulk to each Chamber as opposed to the mailing the issues to the members individually.

New Business  The Fall Issue and the items for inclusion were discussed. In addition to the Meeting Minutes, Ask Mr. Mason Column, etc, this issue will include 2 articles from members who participated in the Associate Exchange program. There will also be a recap of the CATTs meeting that was recently held in Yellow Knife, Northwest Territories, CA. The summer issue featured and introduced the new Principal Clerks and Secretaries. The committee was in agreement to include a section to highlight the Principal Clerks and Secretaries who have recently left Legislative Service in a “What Are They Doing Now”? type article. The NCSL Legislative Staff Achievement award will also be featured along with the meeting agenda for the Fall PDS in Raleigh. There is a very short time frame to get this issue put together and mailed out before the Fall meeting. The deadline for items for inclusion is August 28.

Adjournment  The meeting was adjourned.

Respectfully submitted,
Joyce Wright, (AL)
**Membership and Communication Committee Meeting Minutes**

NCSL Legislative Summit

August 3, 2015 Seattle, Washington

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**Call to Order** The meeting of the Membership and Communication Committee was called to order by Lindsey Grovom, MT, Chair.

**Attendance** The following members of the committee were present: Lindsey Grovom (MT), Chair, Buddy Johnson (AR), Norma Chastain (AZ), Angela Smith (LA), Judy Barrows (ME), Patience Worrel (TX), Philip Cottingham (TX), Cathy Hooe (VA), Jeannine Layell (VA), Jackie Scott (VA), Sarah Armistead (VA). Other members/guests in attendance included Bonnie Alexander, ID, Brenda Erickson, NCSL, and Trish O’Brion, (VA).

**Approval of Minutes** Upon a motion by Bonnie Alexander (ID), seconded by Sarah Armistead (VA), the minutes of the last meeting held Sat., May 2, 2015, during the Spring Business Meeting in Clearwater, Florida were approved.

**Old Business** Regarding the pin contest, it was decided that multiple different pins from the same state will be accepted, as will business cards. Jackie Scott (VA) noted that not all states have pins and due to budgetary constraints, we should accept the cards. Angela Smith (LA) added that the instructions have been confusing and need clarification. President Humphrey will not pin the winner; however, he will speak to the group.

Chair Grovom said we will have ½ dozen “on call” sponsors and Judy Barrows (ME) said we should use committee chairs and vice-chairs. The group photo will be taken again this year.

The Friendship Table at breakfast will be continued. It will be hosted on 2 days. Brenda Erickson (NCSL) said we should put signs on the tables and Norma Chastain (AZ) suggested using conversation topics, rather than trivia facts as conversation starters.

**New Business** Chair Grovom passed around a copy of the ASLCS New Attendee handbook and asked the committee members to look it over for corrections/additions/deletions. She solicited feedback from the committee regarding the addition of an organizational chart, suggesting that it would further enhance the understanding and knowledge of the structure of the society. Patience Worrel (TX) noted that we should include a reference to the Facebook page and Buddy Johnson (AR) added that Jeanne needs to replace Angela as our NCSL liaison.

The ice breaker will be a "Name That Tune" activity, utilizing state songs. A subcommittee consisting of Bonnie Alexander (ID), Chair Grovom (MT), Norma Chastain (AZ), and Sarah Armistead (VA), was formed to plan the activity. Chair Grovom invited others to join the subcommittee by contacting her.

The committee is hosting a concurrent session at the 2015 PDS in Raleigh. The topic is "New Member Orientation." A panel will discuss how their states conduct the orientation, e.g. mentoring, webinars, etc. Buddy Johnson (AR) said Arkansas has a 4 day training session. Jackie Scott (VA) indicated that VA is migrating to a webinar based plan and she would solicit colleagues to participate in the panel.

**Adjournment** Upon a motion by Jackie Scott (VA) seconded by Buddy Johnson (AR) the meeting was adjourned.

Respectfully submitted, Cathy Hooe (VA)
Call to Order  The meeting of the Professional Journal Committee was called to order by Ann Krekelberg (AK), Vice Chair.

Attendance  The following members of the committee were present: Ann Krekelberg (AK), Vice Chair, Bernadette McNulty (CA).

Other members/guests in attendance included Bonnie Alexander (ID) and Jeanne Mejeur, NCSL Liaison to ASLCS.

Approval of Minutes  Upon a motion by Bonnie Alexander, seconded by Bernadette McNulty, the minutes of the last meeting held Sat., May 2, 2015, during the Spring Business Meeting in Clearwater, Florida, were approved.

Old Business  Discussed email from Chair Smith to committee members about articles that have been submitted for this year's edition of the Professional Journal; related that Jeff Renk (WI) was compiling the 20th Anniversary edition of the Journal with the goal to have one copy of the Anniversary Issue printed per chamber and offer it on a thumb drive for those who are interested; and a plea for members to submit more articles.

New Business  Focused discussion on things the Professional Journal is doing now that are not working and explored options. Discussed saving about $900 in mailing costs by having the Journal on the ASLCS Website, therefore allowing people to print it if they desire (this will not affect this year’s issue).

Adjournment  Upon a motion by Bernadette McNulty, seconded by Bonnie Alexander, the meeting was adjourned.

Respectfully submitted,
Ann Krekelberg (AK), Vice Chair
Call to Order The meeting of the Program Development Committee was called to order by Cathy Hooe (VA), Vice-Chair.

Attendance The following members of the committee were present: Cathy Hooe (VA), Vice-Chair, Buddy Johnson (AR), Angela Smith (LA), Judy Barrows (ME), Lindsey Grovom (MT), Patience Worrel (TX), G. Paul Nardo (VA), John “Jay” Pearson (VA), Jeannine Layell (VA), Jackie Scott (VA), Sarah Armistead (VA), Tara Perkinson (VA), Jan Waldrop (VA).

Other members/guests in attendance included Jeanne Mejeur NCSL, Norma Chastain (AZ), Kathy Jackson (UT), Nathan Hatfield (VA), Maryann Horch (VA), Erica Manson (VA), Geneva Tulasz (VA), Bladen Finch (VA).

Approval of Minutes Upon a motion by Norma Chastain (AZ), seconded by Nathan Hatfield (VA), the minutes of the last meeting held Sat., May 2, 2015, during the Spring Business Meeting in Clearwater, Florida were approved.

Old Business Vice-Chair Hooe mentioned that each concurrent session topic was generated from either feedback at the Program Development Committee meeting in Baton Rouge, or from the Baton Rouge PDS post-evaluation forms. She stated that she would be contacting the committee chairs to solicit content for the Raleigh PDS program book. This content shall include title of session, short description, list of speakers or panelists and if AV equipment is needed.

Vice-Chair Hooe reported that Mike Collins, from Perfect Workday, is confirmed for a plenary session. Mike Collins would speak on practical tips and suggestions to increase effectiveness in the workplace. Some other names were mentioned for a second plenary session, Willow Jackson – Integrity at the Capitol, David Crabtree – news anchor from Raleigh and Jean Mann – Business Analytics. The committee favored Willow Jackson as the second plenary speaker, who was subsequently not available.

Based upon feedback from the 2014 PDS post-evaluation forms, it was recommended that staff breakout sessions occur earlier in the week, rather than later; therefore, they are scheduled for Monday at the beginning of the fall meeting. The surveys also indicated that attendees wanted more time slots for concurrent sessions and it was suggested that only two per time slot be offered simultaneously. This has also been implemented for the 2015 PDS.

New Business 2016 PDS is scheduled for September 17-23 in Boise, Idaho.

Adjournment Upon a motion by Jackie Scott (VA), seconded by Sarah Armistead (VA), the meeting was adjourned.

Respectfully submitted.

Jay Pearson, (VA)
Call to Order The meeting of the Roster Committee was called to order by Crystaline Jones (AK), Co-Chair, at 4:05 p.m.

Attendance The following members of the committee were present: Londi Ensor (AK), Co-Chair and Crystaline Jones (AK), Co-Chair.

Other members/guests in attendance included: Nicole Albers (TX), Jennifer Teigen Doran (TX), Polly Emerson (TX), Lourdes Litchfield (TX), and Susan Kannarr (KS).

Approval of Minutes There were no minutes to be approved as the Roster Committee did not meet in Clearwater, Florida, at the 2015 Spring Business Meeting.

Old Business Londi Ensor (AK), Co-Chair, and Crystaline Jones (AK), Co-Chair, reviewed the process of creating the Roster and reminded those in attendance that the Roster Committee will become a Special Committee in 2016. The committee discussed the need to continue the discussion and efforts to streamline the sharing of information between the Executive Committee Secretary-Treasurer, Roster Committee, NCSL liaison, and Legislative Administrator Committee. The committee also discussed the need to continue efforts to promote the creation of an electronic version of the Roster.

New Business There was discussion of the possibility of a pocket-size Roster, similar to that of the Legislative Summit Program, with photos and limited information. Polly Emerson (TX) suggested that the Roster Special Committee could have a booth at the PDS in order to explain its work. Londi Ensor (AK), Co-Chair, suggested a two term vice-chair appointment would help build a foundation that would help when the vice-chair transitioned into the co-chair position and published the Roster.

Adjournment Upon a motion by Polly Emerson (TX), seconded by Susan Kannarr (KS), the meeting was adjourned.

Respectfully submitted,
Crystline Jones (AK), Co-Chair
Londi Ensor (AK), Co-Chair

Respectfully submitted,
Crystaline Jones (AK), Co-Chair
Londi Ensor (AK), Co-Chair
Site Selection Committee Meeting Minutes
NCSL Legislative Summit
August 3, 2015 Seattle, Washington

Call to Order The meeting of the Site Selection Committee was called to order by Brad Young (OH), Chair.

Attendance The following members of the committee were present: Brad Young (OH), Chair, Ann Cornwell (AR), Vice-Chair, Sara Armistead (VA), Vice-Chair, Joyce Wright (AL), Susan Kannarr (KS), Brad Metcalf (KY), Donna Holiday (KY), Angela Smith (LA), Yolanda Dixon (LA), Andrew Ketchings (MS), Polly Emerson (TX), Cathy Hooe (VA), Jeannine Layell (VA), Jackie Scott (VA), Jan Waldrop (VA), Steve Marshall (VT), Kristin Canterbury (WV).

Other members/guests in attendance included Geneva Tulasz (VA), Érica Manson (VA), Neal Cornett (KY), Alan Whittington (TN), Nicole Albers (TX), Lourdes Litchfield (TX), Jennifer Teiger Doran (TX), and Bonnie Alexander (ID).

Approval of Minutes Upon a motion by Susan Kannarr (KS), seconded by Ann Cornwell (AR), the minutes of the last meeting held on May 2, 2015, during the 2015 ASLCS Spring Business Meeting in Clearwater, Florida, were approved.

Old Business Brad Young (OH) discussed the ASLCS Fall PDS in Raleigh, North Carolina. Some of the social events include a beach party theme and a BBQ cook-off. Cathy Hooe (VA) added that one of the plenary session speakers is Mike Collins who will be discussing how we deal with change in the workplace. A second plenary speaker is being finalized.

The ASLCS Executive Committee approved Boise, Idaho as the site of the 2016 ASLCS Fall PDS. Bonnie Alexander (ID) announced that planning and fundraising was underway and that a hotel had been chosen. She also mentioned that the proper pronunciation of Boise is “boy-see” rather than “boy-zee” as many often mispronounce it.

New Business Brad Young (OH) opened discussion on possible sites for the 2017 ASLCS Fall PDS. Susan Kannarr (KS) asked if there had been any further discussion on the possibility of Alaska hosting. Other sites suggested were Maine, Colorado, and Chicago. Donna Holiday (KY) mentioned that Kentucky may be willing to host, although their current focus is on hosting the 2016 Southern Legislative Conference.

Adjournment Upon a motion by Brad Young (OH), seconded by Ann Cornwell (AR), the meeting was adjourned.

Respectfully submitted,
Sarah Armistead (VA), Vice Chair
Brad Young (OH), Chair
Call to Order The meeting of the Support Staff Committee was called to order by Jay Pearson, VA, Chair.

Attendance The following members of the committee were present: Jay Pearson (VA), Chair, Maryann Horch (VA), Kathy Jackson (UT), Alan Whittington (TN), Tara Perkinson (VA)

Approval of Minutes Upon a motion by Alan Whittington (TN), seconded by Maryann Horch (VA), the minutes of the last meeting held May 2, 2015, during the 2015 ASLCS Spring Meeting in Clearwater, Florida, were approved.

New Business Chair Pearson (VA) reviews the ideas for the concurrent session for the fall professional development seminar to be held in Raleigh, NC. Chair Pearson reminded the committee the popular concurrent session ideas included:

1. Teaching the Process in your state
   With “Schoolhouse Rock” in the history books, what tip, tricks, tools, and technology does your chamber use to educate members, constituents, the general public, and the next generation on how a bill becomes a law?
2. Interim? “So what do you do when we’re not here?”
   How many times have you gotten this question from a member or someone on a member’s personal staff? In this session, find out how your peers in other chambers answer this question and you will have the opportunity to share what you’re doing during the interim.
3. “Hiring Employees”
   One of the major challenges of working in the legislative environment is finding highly qualified employees who are willing to work on a part-time basis. In most cases, your “best and brightest” applicants only want full-time employment and if they are willing to accept part-time employment, they will more than likely find full-time employment elsewhere by the time you will need them again. In this session, hear some ways in which your peers are finding qualified part-time staffers and keep them coming back year after year.

Other ideas discussed included:
   How do you balance deadlines and long hours?
   Technology and the Legislative Process: Where are we, and where are we headed?
   Is Technology good for your process? Should or shouldn’t we?

Chair Pearson asked the committee if they had any ideas on a title or topic for the Legislative Expo. Two years ago the theme was “Navigate the Rough Seas” and last year it was “Lessons Learned”. Tara Perkinson (VA) suggested, “What’s New With You?” (Like Dr. Seuss) States could then bring anything they are working on or have developed that is new. Chair Pearson mentioned, “What’s Unique in Your Capitol?” Kathy Jackson (UT) liked the idea- and was curious about certain ceremonies various states had, for example, the Virginia House and the mace they bring out before each session.

Adjournment Upon a motion by Tara Perkinson (VA), seconded by Alan Whittington (TN), the meeting was adjourned.

Respectfully submitted, Maryann Horch, VA
Technology Committee Meeting Minutes
NCSL Legislative Summit
August 3, 2015 Seattle, Washington

Call to Order The meeting of the Technology Committee was called to order by Maryann Horch (VA).

Attendance The following members of the committee were present: Brad Metcalf (KY), Chair, Crystaline Jones (AK), Joe McCord (TN), Alan Whittington (TN), Maryann Horch (VA).

Other members/guests in attendance included Londi Ensor (AK), and Bladen Finch (VA), Kathy Jackson (UT), Ann Krekelberg (AK), and Jay Pearson (VA).

Approval of Minutes Upon a motion by Crystaline Jones (AK), seconded by Bladen Finch (VA), the minutes of the last meeting held May 2, 2015, during the 2015 Spring ASLCS Professional Development Seminar in Clearwater, FL, were approved.

Old Business Maryann Horch (VA) asked if anyone would like to volunteer to be the new Facebook administrator representing the technology committee. Crystaline Jones (AK) volunteered for the position.

New Business Maryann Horch (VA) started the discussion with the technology session the committee would be sponsoring at the fall professional development seminar in Raleigh, NC. A few ideas that had been previously mentioned include: Creating Efficiencies (various states) and the Constituent Management program being developed in Tennessee. Crystaline Jones (AK) mentioned the recent session they had off-site (in Anchorage vs. Juneau) and the setup work involved. Maryann Horch (VA) thought this could be a very interesting session and similar to many states Continuity of Operations Plan “COOP” plan in action. Londi Ensor (AK) added the session lasted three weeks and they had various challenges to overcome: there was one meeting space, with the House and Senate taking turns using the space; voice votes; and limited technology. Brad Metcalf (KY), Chair, mentioned their rules state they have to have session in the Capitol. The group agreed this could be an interesting session to sponsor.

Adjournment There being no further business, the meeting was adjourned.

Respectfully submitted,
Maryann Horch, VA
Dear Mr. Mason,
Is it proper for a member to rise to a point of order to secure the floor in order to make another motion?

s/Pardon my Interruption

Dear Pardon,
No. Mason’s section 240-1 suggests a point of order must relate to a breach of the rules. The point of order is used to call the presiding officer’s attention to such a breach, not to secure the floor for other purposes.

In addition, sections 61 and 92 make it clear that a member who has the floor may be interrupted only for limited reasons.

s/ Mr. Mason

Dear Mr. Mason,
During debate, is it permissible to refer to the office of the executive to influence an upcoming vote?

s/ Name Dropper

Dear Dropper,
Mason’s section 111-1 states it is in order to refer to opinions of the executive with approval or criticism, but it is not in order to invoke the executive in order to influence a vote.

Section 752 also states that it is inappropriate to use the name of the executive to influence votes.

s/Mr. Mason

Send your parliamentary inquiries to AskMrMason@ncsl.org. The inquiries that are chosen for response will be featured in an “Ask Mr. Mason” column in a future edition of the Legislative Administrator. This advice column can only be successful with your help. The Mason’s Manual Commission would appreciate your inquiries and will do its best to answer them in a manner that would make Mr. Mason proud.

Are You a Mason’s Manual Scholar?
Find out!
Take the Mason’s Challenge Quiz
www.MasonsChallenge.com
2015 Associate Exchange Program  
North Carolina

2015 Associate Exchange Program  
Leslie Awtrey  
Amendment Clerk  
Arizona House of Representatives

I had the privilege of visiting the North Carolina House Principal Clerk's Office through the ASLCS Associate Exchange Program from June 29 through July 2, 2015.

After leaving behind the legendary summertime temperatures of Phoenix for some vacation time in North Carolina prior to the exchange, I arrived in Raleigh to find humidity and temperatures in the high 90s. I finally acclimated to the humidity and enjoyed the evening thunderstorms and rain showers that we so rarely experience in the desert.

On Monday, after introductions and a tour given by Jim McElroy, I visited the Information Systems Division (ISD) where I met with Kelly Stallings. She highlighted the General Assembly's website and the process of preparing committee meeting notices and agendas. After this, I met with Seth McFarland, joined by Jim McElroy and June Bennett for an in-depth look at the Dashboard. The Dashboard is the system in which all information on bills, status, calendars, actions, messages, Member profiles, etc., is stored. The Dashboard is similar to Arizona's Bill Status Inquiry system where much of the same information is held. A feature of the Dashboard that stood out to me is the utilization of bar coding for bills, amendments and other documents that, once scanned, are imported into the system. Seth described the development of this program from the previous systems. The Dashboard is a fantastic tool that has saved countless hours for the staff. That evening, Session convened at 7:00 p.m. with lengthy debate regarding the continuing resolution that was on the calendar.

Tuesday morning’s Session began at 10:00 a.m. with a light calendar. Afterward, I spent time in the Senate Chamber gallery to observe. Once the Senate adjourned, I joined Ann Luck in her office as she was working on the Journal. For each legislative day, the document is created in the Dashboard and that day's business is populated and verified against notes that were taken during Session.

Wednesday morning was spent in the Legislative Office Building visiting Kory Goldsmith, the Director of Legislative Bill Drafting and Walker Reagan, Director of Research. Both shared information on their divisions and the process of preparing bills and amendments as well as
the other services they provide to Members. In the afternoon, I sat at the dais with Principal Clerk Denise Weeks, Reggie Sills, Ann Luck and James White during Session and was recognized by Speaker Pro Tempore Paul Stam, who was presiding. Later, I observed how committee reports were handled with Michelle Poole and sat with Berkeley Bennett while she prepared the calendar for the following day.

On Thursday morning, I was back in the Legislative Office Building to meet with Jon Powell for an overview on bill processing and enrolling. Session began at 11:00 a.m. after which I had the opportunity to visit with Speaker Tim Moore.

Throughout the week, ongoing preparation as the Host State for the 2015 Fall PDS was also taking place. Planning meetings, the Raleigh 2015 blog, entertainment, locations, lists, etc., have been keeping the office very busy throughout the year. It will prove to be a great conference!

Taking part in the Associate Exchange Program was a unique opportunity to witness, first-hand, the similarities and differences in how our offices function. I absolutely enjoyed the time I spent and the people I met during my visit. I would like to thank Denise Weeks and the staff in the North Carolina House Principal Clerk’s Office for their hospitality during my stay.
Nothing could be finer than the staff of North Carolina!!!

What an awesome experience I had visiting the North Carolina House of Representatives. Upon my arrival I was greeted by the Clerk’s office staff and was immediately introduced to all who made up the Clerk’s office. Denise Weeks, Clerk of the NC House, and her Assistant, Michelle Poole greeted me with a beautiful flower, a state pin to wear and my daily agenda. I was immediately impressed with all the information that was given to me regarding the general assembly. I was told that I had really picked a good week, as they will be discussing a $22 billion budget to be passed in the house which peaked my curiosity as to whether the debate would be as lively as that in Mississippi when money is the premiere topic of discussion.

Why North Carolina? As staffers, we work hard trying to find new and innovative ways to make our day to day sessions effective and efficient. I was compelled to visit the great state of North Carolina because of their awesome Information Technology Department. In Mississippi, it has become customary for our members to request to be added as co-authors on many bills during the course of the legislative session, particularly on matters that generate popularity with the public. As such, we were trying to think of a way that this could be done that will benefit both staff and legislators. During the ASLCS Annual Legislative Conference it was discovered that North Carolina had a program that will allow a member to add his or her own name on bills. I’m instantly thinking, no more huge binders. I was on a journey, a journey to find out exactly how this could be actually accepted and implemented in our state. As I sat there observing and just thinking of how beneficial of a tool this function would be for my state, I could hardly wait to introduce the program to our IT Department.

North Carolina is so fascinating as I met with different staffers who were willing to candidly explain their duties and responsibilities. Did you know that before the session begins, there is a bell that rings throughout the entire building to alert the members that session will begin soon? The Clerk rings it again a second time as a reminder.

It was so exciting to sit at the dais with the North Carolina Clerk’s office. The daily convening was pretty much synonymous to that of the Mississippi House of Representatives. We also open our daily sessions with prayer and the recitation of Allegiance. Did you know that the North Carolina General Assembly does not do a daily roll call? The Assembly operates and prides itself on the honor system, which speaks to the integrity of each member.

After the pledge and prayer, I received a warm welcome from the general assembly as the Speaker of the House, Speaker Tim Moore introduced me. I stood there feeling right at home – proud to be selected to visit such a warm state.

Did you know that a point of personal privilege is requested of the speaker when a legislator wants to make a comment? When our legislators request a point of personal privilege it’s usually to apologize, to express sentiment for acts of kindness shown by legislative colleagues, or to express dissatisfaction when he or she is offended by the remarks or actions of another member or parliamentary procedure.
Let the Session Begin........ I was already told that North Carolina will be discussing HB 879 the $22 billion budget on this day and it would possibly be over 40 amendments added to the bill. With session starting at 3:00 p.m. James White and Ann Luck was already prepared for the long day, as they estimated session would last until after midnight. I was ready to see exactly how the operation was done as I also assisted in passing role call votes to James. I was so amazed at how the North Carolina House was able to scan amendments in so quickly as the members stood in line to present them to the Clerk. I chuckled to myself when a few legislators came to me to find out where to submit them. I really felt like I was a part of the operation as I assisted directing them to the Clerk’s desk. As the members started their debate and the amendments started flowing in, the process was all too familiar. During my time at the dais, many legislators approached me to say hello and welcomed me to the NC Assembly. When 5 o’clock came I realized I had an early flight and could not stay until midnight. As I said my goodbyes to everyone I was just that more pleased that I chose to shadow the operations of the North Carolina House.

This Exchange program is one of the best staff development training program that ASLCS can offer to us as supporting legislative professionals. It gives us an opportunity to really connect to other staffers and develop relationships and friendships from abroad. It makes us feel special about what we do as we assist in making sure our legislatures run smoothly. An opportunity such as this offers so much more to those of us who want to know more and to those states who are willing to accommodate us even during the busy budget times are commendable. My experience will never be forgotten because of the special people who made my stay an enjoyable one. I would first like to thank Speaker Tim Moore, a very personable down to earth gentleman who made me feel right at home. To Denise Weeks, Clerk of the NC House, who made sure I would be informed of the process and also included me in her impromptu meetings. To Michelle Poole, Assistant to the Clerk, Denise’s right hand lady and my friend. You are truly one in a million!!! Michelle is the kind of person every Clerk would love to have. She made sure I had transportation to and from the hotel and airport, prepared my daily agenda and made sure everything I was interested in knowing was scheduled with the appropriate offices. She explained her duties as she has an array of responsibilities. I saw first hand how the bills were stamped in and placed in a filing cabinet by committee names. She went over the entire duties of each employee in the Clerks office including the part-timers. To James White and Ann Luck, thank you for showing me the in-session operation, including the NC voting board and journal program. To Jim McElroy, thanks for showing me all the different programs that was featured on the NC Dash board. You’re the behind the scenes man who’s always checking and double checking to make sure the in-session process is running smoothly. To Seth McFarland and the entire Information Technology Department, your ability to cater your program to the needs of the North Carolina staff is unwavering. Thanks for taking out of your busy schedule to explain how the programs work and are implemented. All of you are an asset to the NC General Assembly.

Finally, did you know that the North Carolina General Assembly is comprised of 120 members and the Mississippi House of Representatives is comprised of 122 members?

This was an awesome journey as I accomplished the task at hand. By the way, after more than nine hours of debate, the NC State House approved the $22 billion budget by a vote of 93-23 and adjourned at 1:15 a.m. on Friday, May 22, 2015.
I have been a member of the Virginia Senate Clerk's Office staff for about 11 1/2 years as the Fiscal Accountant. When I became a member of the ASLCS I was excited to have the opportunity to learn from other states how they manage their fiscal operations.

After listening to my co-workers excitedly reflect on their participation in the AEP my interest was piqued. At the encouragement of my Clerk, Susan Clarke Schaar, I applied for the 2015 ASLCS Associate Exchange Program, with great anticipation of learning something new and different. Of course, as with anything new and different, I was anxious as well as excited. I just wanted to be sure I left a positive impression, not just of myself, but also of my chamber and my clerk.

All these feelings of nervousness were swept away when on day one I met Meggan Foesch in my hotel lobby. Even though my hotel was directly across the street from the Capitol, Meggan was there every morning to greet me.

As I walked through the Wisconsin Capitol doors, the beauty of the capital took my breath away. Quickly the thought then passed through my head.... where is the security? At the Wisconsin Capital there is absolutely no security to walk through. The building allows full access to staff as well as visitors. WOW, this was the first big difference I noticed between Wisconsin and Virginia. In Virginia if you’re not a state employee, you must be screened and you must enter through the visitor entrance.

On day one, I met the Senate Chief Clerk Jeff Renk and his wonderful staff. I observed the Joint Committee on Finance committee hearing. This is a statutory, 16 member standing committee of the Wisconsin Legislature. The committee’s primary responsibility is to serve as the principal legislative committee charged with the review of all state appropriations and revenues. During my visit to Wisconsin, the 100th anniversary meeting for the Joint Committee on Finance was held. I also met Bob Lang, director of The Legislative Fiscal Bureau, and Vicki Holten. The Legislative Fiscal Bureau prepares a variety of papers to assist the Joint Committee on Finance during its hearings on the state budget and any other matters of legislation that the committee requests. Fun fact......there is a time clock on the back of the wall that counts down the amount of time a speaker has left to speak.

The rest of my day was spent visiting with Mark in Human Resources, Jeff and Chris at the Legislative Technology Service Bureau.

That afternoon Meggan and I got to sit and discuss budgets, office expenses and accounts payable - a few duties that we share. Fun fact.....Wisconsin goes live with their version of People Soft July 1, Virginia went live with our People Soft (a.k.a Cardinal) October 2014. So not only did we get to compare our typical operations but we got to discuss the joys and not so joyous experience of “going live” with a similar new accounting systems. To end this exciting day Rachel Veum introduced me to cheese curds at the Great Dane! She also took me to watch her daughter play Lacrosse, another first for me.

My second day started with a discussion with Chief Clerk Jeff Renk. Jeff discussed with me things such as their policy manual and salary accounts. Then Jeff took me to the Senate Chamber, and showed me the Dias. When we arrived to the Senate Chamber I met Ted Blazel, Sergeant of Arms. Ted gave me a
brief overview of how the daily session will run and a few of the Senate floor rules. The members of the Wisconsin Senate are not allowed to have laptops at their desks, they are not allowed to read the newspaper or a book, they cannot eat nor have water at their desks! Here in Virginia our members are provided a hot meal daily, if they wish. Did I mention also, that there is no electronic voting! Before the session began, we were allowed to visit with some Badger Basketball players that were later being introduced on the Senate floor. During the session, I sat at the Dias alongside Rachel to observe. It was interesting watching from that view all the floor magic happen. Upon adjournment we returned to the Chief Clerks office and reviewed the session materials with Erin, Rachel and Sarah. I sat with Sarah awhile that afternoon and learned some of her duties. Fun fact....in Wisconsin they do their own framing, in Virginia we send all orders to a vendor. To end this action packed day dinner was at Johnny Delmonico’s Steakhouse (shh...don’t tell my husband but I think he has some competition).

The morning of day three I met with Ted and his staff to discuss the duties of the office of Sergeant of Arms. There are a lot of similarities of duties between the Wisconsin Senate Sergeant of Arms and the Virginia Senate Support services. Such things as, bottled water deliveries, mail outs, phones, parking, signage and so much more. Ted also took me on a tour of their beautiful capitol. After, my time with Ted I sat with the Senate printing & graphics department. They do all the graphic designing for the Senate...cool job.

My last meeting of the day was with Partisan Committee Staff Support. Of all the differences between the two states that I had learned during my visit, what I learned here was what was most surprising. The Virginia Senate Clerk has a Committee Operations staff, which as all Clerk staff are, are non-partisan. It is their responsibility to clerk committee meetings. Well in Wisconsin, it is the committee chairs staff person who clerks the committee meetings.

And of course no visit to the Wisconsin Capitol would be complete without a trip to the observation deck. The sight of Madison and its surrounding water from the top of the Capitol was amazing.

My final morning there I explored Madison a little on my own. Friday, May 8th was the 25th Annual Wisconsin Law Enforcement Memorial Ceremony. As the wife of a police officer walking out of my hotel and seeing all those brothers in blue was very moving. I toured the Wisconsin Veterans Museum and walked to the Monona Terrace.

I have to say that my visit to Wisconsin was absolutely priceless. I encourage all associates to apply for the AEP. You will discover the differences as well as similarities of your legislative peers across the country, meet some amazing people, and create lasting friendships. Thank you to my wonderful hosts! Everyone made me feel welcomed and comfortable. Thank you to ASLCS for providing the Associate Exchange Program. And thank you to my clerk, Susan Clarke Schaar for allowing me the opportunity to participate in the AEP.
The Association of Clerks-at-the-Table in Canada
Yellow Knife, Northwest Territories
By Steve Marshall (VT)

The annual professional development seminar of the Canadian Clerks at the Table (CATTs) was held this year in Yellowknife, Northwest Territories. Yellowknife is a small city (pop. 19,000) situated on the Great Slave Lake - a 2 hour plane ride north of Calgary, Alberta (300 km south of the Artic Circle). The conference was hosted by Tim Mercer, Clerk of the NWT Legislative Assembly and his very capable staff. There were 44 attendees and guests representing the Canadian provinces and Ottawa, the United Kingdom, Isle of Man, Australia, and the United States. ASLCS President, Russell Humphrey (TN), Steve Marshall (VT), Chair of the Canadian-American Relations committee, and Pat Harris (AL) attended from the U.S., as well as Jane and Flip Richards (AZ). This year marked the thirtieth (30th) consecutive CATS meeting attended by Jane & Flip – more than anyone else, even the Canadians.

The conference included a variety of seminars on topics including:

- An historical perspective of the Association of Clerks at the Table was presented by Rick Yarish, Deputy Clerk, Manitoba. Included was a power point / photographic presentation of the history of the Association and a statistical analysis of the 30 years of seminar topics;
- The trials and tribulations of broadcasting the legislative sessions in the NWT was discussed by Danielle Mager, Committee Clerk Trainee (NWT) and Michael Ball, Principal Clerk, Committees and Public Affairs (NWT). Dealing with the various cable tv companies, the satellite companies, and the Canadian version of the FCC has been an ongoing experience in providing current and relevant content to the people of very rural NWT;
• Aboriginal Self Government Decision Making was a very interesting seminar giving us an insider’s view of how the aboriginal community governs itself within the framework of the Canadian confederation;
• Roger Philips, Clerk of Tynwald, Isle of Man gave a presentation regarding cooperation among small parliaments and the Isle of Man’s expanding enterprise of preparing the Hansard for other jurisdictions;
• Heather Lank, Principal Clerk, Chamber Operations and Procedures, Canadian Senate, presented a discussion regarding Strategic Change – Not Crisis Response – as it relates to multi-year implementation of the computer system “Iris” – how getting ‘buy-in’ from the many parties involved in small incremental ways helps to make the process go more smoothly;
• An interesting talk was given by Marc Bosc, Acting Clerk, Canadian House of Commons regarding security – especially after the lone wolf terrorist attack on the Parliament earlier this year and the response by the public, the members of parliament and law enforcement – emphasizing the importance of drawing the line between “security” and “access”; and
• Michel Bonsaint, Secretary General, Quebec Assembly, presented a paper on parliamentary reform: above and beyond regulatory amendments.

The seminars were interspersed with a variety of opportunities to enjoy the beautiful outdoors offered by the NWT: a BBQ opening reception; a canoe trip along the Yellowknife River (can someone please teach Russell how to use a paddle?); a tour of the area by float plane; a fish fry on a remote island in Great Slave Lake; a bison steak fest with local entertainment, and many opportunities to get to know our neighbors to the north and renew enduring friendships. On the last evening the Canadian Clerks honored Jane & Flip with a video of photographs from the many past conferences they have attended, which brought a tear (and laugh) to many.

Many thanks to our Canadian hosts.
Legislative Expo – What’s New with You?

Bring what you have, have what you bring. The Legislative Expo is for sharing all things.

Legislative or process; ideas big, ideas small, please bring them to share – we want to see all!

Committee app or bill status, new publication or look. If it’s only on the web or if it’s printed in a book.

We do our jobs the same and differently you’ll see, for a great exchange of ideas, this is the place you’ll want to be!

Fall Professional Development Seminar - Raleigh, NC
September 23, 2015 - 9:30 am - 11:30 am
Please contact Jay Pearson at 804-698-1524 or by email at jpearson@house.virginia.gov for more information.
# 2015 ASLCS Professional Development Seminar

**Raleigh, North Carolina**

## SEMINAR SCHEDULE

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<td>Legislative Bldg. Tours</td>
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<td>New Attendee Orientation</td>
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<td>Social Event: &quot;Got-To-Be NC BBQ Cook-off&quot;</td>
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<td>Social Event: Sunday on the Beach</td>
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<td>Lunch and Business Meeting</td>
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## CONTACT FOR PROGRAM INFORMATION

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