### Spring Meeting Schedule for Executive Committee and Legislative Staff Coordinating Committee

**APRIL 20-22, 2017**

**THE HOTEL SANTA FE**
1501 Paseo de Peralta | Santa Fe, NM 87501 | PHONE: (855) 825-9876

**SCHEDULE OF MEETINGS**

(Updated as of 4/11/2017 — Subject to changes in times and events)

---

### Thursday, April 20

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Noon-5 p.m.</td>
<td>REGISTRATION</td>
<td>Kiva C Foyer Hotel Santa Fe</td>
</tr>
<tr>
<td>6-7 p.m.</td>
<td>WELCOME RECEPTION</td>
<td>Amaya Hotel Santa Fe</td>
</tr>
</tbody>
</table>

### Friday, April 21

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7 a.m.-5 p.m.</td>
<td>REGISTRATION</td>
<td>Kiva C Foyer Hotel Santa Fe</td>
</tr>
<tr>
<td>7-8:30 a.m.</td>
<td>BREAKFAST</td>
<td>Amaya Hotel Santa Fe</td>
</tr>
<tr>
<td>8 a.m.- Noon</td>
<td>TASK FORCE ON MILITARY AND VETERANS AFFAIRS</td>
<td>Senate Finance Committee Room 322 New Mexico State Capitol</td>
</tr>
<tr>
<td>8 a.m.- Noon</td>
<td>TASK FORCE ON CYBER SECURITY</td>
<td>Kiva C Hotel Santa Fe</td>
</tr>
<tr>
<td>9 a.m.- Noon</td>
<td>TASK FORCE ON INTERNATIONAL RELATIONS</td>
<td>Kiva B Hotel Santa Fe</td>
</tr>
<tr>
<td>9-10:30 a.m.</td>
<td>LSCC WORK GROUPS</td>
<td>Hotel Santa Fe Canyon</td>
</tr>
<tr>
<td></td>
<td>Staff Section Officers</td>
<td>The Hacienda Kiva A</td>
</tr>
<tr>
<td></td>
<td>Standing Committees</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Strategic Planning</td>
<td></td>
</tr>
<tr>
<td>10:30 a.m.-Noon</td>
<td>LSCC SUBCOMMITTEE MEETINGS</td>
<td>Hotel Santa Fe The Hacienda</td>
</tr>
<tr>
<td></td>
<td>Legislative Institution Subcommittee</td>
<td>Kiva A Canyon</td>
</tr>
<tr>
<td></td>
<td>Programs and Professional Development</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subcommittee</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Information Technology, Social Media,</td>
<td></td>
</tr>
<tr>
<td></td>
<td>E-Learning and Outreach</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Subcommittee</td>
<td></td>
</tr>
<tr>
<td>Noon-1 p.m.</td>
<td>LUNCH FOR TASK FORCE ON CYBER SECURITY &amp;</td>
<td>Amaya Hotel Santa Fe</td>
</tr>
<tr>
<td></td>
<td>INTERNATIONAL RELATIONS</td>
<td></td>
</tr>
<tr>
<td>12:15 - 12:45 p.m.</td>
<td>LUNCH AT THE NEW MEXICO STATE CAPITOL</td>
<td>Rotunda New Mexico State Capitol</td>
</tr>
</tbody>
</table>
### Friday, April 21 Continued

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>12:45 - 1:30 p.m.</td>
<td>TOUR OF NEW MEXICO STATE CAPITOL</td>
<td>Rotunda New Mexico State Capitol</td>
</tr>
<tr>
<td>1 - 5 p.m.</td>
<td>TASK FORCE ON MILITARY AND VETERANS AFFAIRS</td>
<td>Senate Finance Committee Room 322</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New Mexico State Capitol</td>
</tr>
<tr>
<td>1 - 5 p.m.</td>
<td>TASK FORCE ON CYBER SECURITY</td>
<td>Kiva C</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
<tr>
<td>1 - 3 p.m.</td>
<td>TASK FORCE ON INTERNATIONAL RELATIONS</td>
<td>Kiva B</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
<tr>
<td>1:30 - 3:00 p.m.</td>
<td>FULL LSCC</td>
<td>Senate Chamber</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New Mexico State Capitol</td>
</tr>
<tr>
<td>3 - 5 p.m.</td>
<td>COMMITTEE ON STANDING COMMITTEES</td>
<td>The Hacienda</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
<tr>
<td>6 - 7:30 p.m.</td>
<td>OPENING RECEPTION AT THE NEW MEXICO HISTORY MUSEUM</td>
<td>New Mexico History Museum</td>
</tr>
<tr>
<td></td>
<td>Enjoy Telling New Mexico: Stories from Then and Now with over 500 years of New Mexico History.</td>
<td>113 Lincoln Ave</td>
</tr>
</tbody>
</table>

### Saturday, April 22

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>7:45 - 8:30 a.m.</td>
<td>SPECIAL BREAKFAST BRIEFING WITH THE DEPARTMENT VETERANS AFFAIRS: Putting Veterans First, the Latest Update from the VA Speaker: Mr. Scott Blackburn, Interim Deputy Secretary for the Department of Veterans Affairs, Washington, DC</td>
<td>Amaya</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
<tr>
<td>8:30 - 11 a.m.</td>
<td>FULL EXECUTIVE COMMITTEE &amp; LSCC STRATEGIC PLANNING SESSION</td>
<td>Kiva</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
<tr>
<td>11:30 am - 12:30 p.m.</td>
<td>LUNCH AT THE NEW MEXICO STATE CAPITOL</td>
<td>Rotunda New Mexico State Capitol</td>
</tr>
<tr>
<td>12:30 - 1:30 p.m.</td>
<td>MEMBER OUTREACH AND COMMUNICATIONS SUBCOMMITTEE</td>
<td>Senate Finance Committee Room 322</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New Mexico State Capitol</td>
</tr>
<tr>
<td>1:30 - 3 p.m.</td>
<td>BUDGET, FINANCE AND RULES COMMITTEE MEETING</td>
<td>Senate Finance Committee Room 322</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New Mexico State Capitol</td>
</tr>
<tr>
<td>3 - 5 p.m.</td>
<td>FULL EXECUTIVE COMMITTEE</td>
<td>House Chamber</td>
</tr>
<tr>
<td></td>
<td></td>
<td>New Mexico State Capitol</td>
</tr>
<tr>
<td>6 - 7 p.m.</td>
<td>CLOSING RECEPTION</td>
<td>Amaya</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotel Santa Fe</td>
</tr>
</tbody>
</table>

The next Executive Committee meeting will be held on Aug. 5 in conjunction with the 2017 Legislative Summit, Aug. 6-9 in Boston, Mass.

The Fall Executive Committee meeting will be held Oct. 12-14 at the Hilton Garden Inn in Sioux Falls, S.D.
Executive Committee Meeting
Saturday, April 22, 2017
3:00 – 5:00 p.m.
House Chambers
New Mexico State Capitol

AGENDA

Call to Order, Roll Call and Recognition of Guests

Executive Committee Meeting Minutes from Scottsdale.................................. 1

Executive Director’s Report and Media Relations Summary......................... 7

State-Federal Affairs Report ................................................................. 13

Budget, Finance & Rules Committee..................................................... 19

Member Outreach & Communications Subcommittee .................................. 37

Committee on Committees Report.......................................................... 55

NCSL Standing Committees

Legislative Staff Coordinating Committee............................................57

NCSL Foundation for State Legislatures Report ..................................... 73

International Programs Report............................................................ 79

Bylaws and Rules of Procedure............................................................85

The Executive Committee meeting will be held on Saturday, August 5, 2017, at the Westin Boston Waterfront. The Legislative Summit will follow August 6-9, 2017.

The Fall Executive Committee will be held October 12-14 at the Hilton Garden Inn Downtown in Sioux Falls, South Dakota
Executive Committee 2016 - 2017
Member Roster
(Last update April 7, 2017)

### NCSL OFFICERS

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Contact Information</th>
</tr>
</thead>
</table>
| President        | Senator Dan Blue              | Senate Democratic Leader  
North Carolina General Assembly  
16 West Jones Street  
Raleigh, NC 27601-2808  
(919) 715-2880  
Dan.Blue@ncleg.net  
Year 1 |
| Staff Chair      | Raul Burciaga                 | Director  
Legislative Council Service  
New Mexico Legislature  
490 Old Santa Fe Trail, Suite 411  
Santa Fe, NM 87501  
(505) 986-4671  
(505) 986-4680 - FAX  
raul.burciaga@nmlegis.gov  
Year 4 |
| President-Elect  | Senator Deb Peters             | Senate Assistant Majority Leader, National Policy  
South Dakota Legislature  
705 North Sagehorn Drive  
Hartford, SD 57033-2380  
(605) 321-4168  
(605) 773-6806 - FAX  
deb@debpeters.com  
Year 3 |
| Staff Vice Chair | Chuck Truesdell               | Legislative Fiscal Analyst  
Office of Budget Review  
Legislative Research Commission  
Kentucky General Assembly  
Room 136, Capitol Annex  
702 Capitol Avenue  
Frankfort, KY 40601  
(502) 554-8100 EXT 578  
(502) 554-6543 - FAX  
chuck.truesdell@lrc.ky.gov  
Year 3 |
| Vice President   | Senator Toi Hutchinson        | State Senator  
Room 121-C  
Illinois General Assembly  
Capitol Building  
301 South Second Street  
Springfield, IL 62706  
(217) 782-7419  
twhutch@gmail.com  
Year 1 |
| Immediate Past Staff Chair | Nancy Cyr | Director  
Legislative Research Office  
Nebraska Legislature  
PO Box 94604  
Lincoln, NE 68509-4604  
(402) 471-0077  
nocy@leg.ne.gov  
Year 1 |
| Immediate Past President | Senator Curtis S. Bramble | Senate President Pro Tempore  
Utah Legislature  
3663 North 870 E.  
Provo, UT 84604  
(801) 361-5802  
(801) 376-8297 - cell  
(801) 812-8297 – FAX  
curt@cb Bramble.com  
Year 7 |

Years served as an NCSL officer or ex-officio member do not count toward the three-year maximum on the NCSL Executive Committee.
**Senator Pamela Althoff**  
Senate Minority Caucus Chair  
Illinois General Assembly  
Capitol Building, Room 309-L  
300 South Second St.  
Springfield, IL 62706  
(217) 782-8000  
pamela@pamelaalthoff.net  
Year 3

**Lore Christopher**  
Human Resources Director  
Legislative Administration  
Oregon Legislative Assembly  
900 Court St N.E.  
Salem, OR 97301  
(503) 986-1370  
(503) 986-1684 - FAX  
lore.l.christopher@state.or.us  
Year 3

**Assemblmement Irene Bustamante Adams**  
Nevada Legislature  
Legislative Building, Room 3156  
401 South Carson Street  
Carson City, NV 89701  
(775) 684-8803  
(775) 684-8533 – FAX  
Irene.Bustamanteadams@asm.state.nv.us  
Year 1

**Senator Bill Cowsert**  
Senate Majority Leader  
Georgia General Assembly  
State Capitol  
206 Washington Street, Room 236  
Atlanta, GA 30334  
(404) 463-1366  
Bill.cowsert@cowsercavern.com  
Year 2

**Speaker Joe Arestimowicz**  
Speaker of the House  
Connecticut General Assembly  
248 Lower Lane  
Berlin, CT 06037  
(860) 371-6887  
joe.arestisowicz@gmail.com  
Year 2

**Senator Andre Cushing**  
Senate Assistant Majority Leader  
Maine Legislature  
3 State House Station  
State House  
Augusta, ME 04333  
(207) 745-6776  
andre.andrecushing.com  
Year 1

**Stephanie Barrett**  
Associate Fiscal Officer  
Joint Fiscal Office  
Vermont General Assembly  
1 Baldwin St Drawer 33  
Montpelier, VT 05633-5701  
(802) 828-5973  
(802) 828-2483 - FAX  
sbarrett@leg.state.vt.us  
Year 3

**Representative Dan Flynn**  
Texas Legislature  
Capitol Extension  
PO Box 2910  
Austin, TX 78768-2910  
(512) 463-0880  
(512) 463-2188 - FAX  
Dan.Flynn@house.texas.gov  
Year 3

**Representative Al Carlson**  
House Majority Leader  
North Dakota Legislature  
State Capitol  
600 East Boulevard Avenue  
Bismarck, ND  
(701) 371-1440  
(701) 328-1997 – FAX  
acarlson@nd.gov  
Year 1

**Senator Aaron Ford**  
Senate Majority Leader  
Nevada Legislature  
Legislative Building  
401 South Carson Street  
Carson City, Nevada 89701  
(702) 772-5544  
aaron@fordfornevada.com  
Year 1
Susan Furlong  
Chief Clerk of the Assembly  
Nevada Legislature  
401 S. Carson Street, Room 1109  
Carson City, NV 89701  
(775) 684-8556  
Susan.Furlong@asm.state.nv.us  
Year 1

Sonia Gavin  
Legislative Librarian  
Legislative Services Division  
Montana Legislature  
PO Box 201706  
Helena, MT 59620  
(406) 444-4853  
(406) 444-2588 - FAX  
gavin@mt.gov  
Year 2

Assemblyman Adam Gray  
California Legislature  
PO Box 942849  
Sacramento, CA 94249-0021  
(916) 319-2021  
(916) 319-2121 – FAX  
assemblymember.gray  
@assembly.ca.gov  
Year 3

Joseph James *J.J.* Gentry, Esq.  
Staff Attorney  
South Carolina General Assembly  
PO Box 142  
Columbia, SC 29202  
(803) 212-6306  
JGentry@scsenate.gov  
Year 1

Senator Wayne Harper  
Utah Legislature  
State Capitol, Suite 320  
350 North State Street  
Salt Lake City, UT 84114  
(801) 538-1035  
(801) 326-1475 - FAX  
wharper@le.utah.gov  
Year 2

Jon Heining  
General Counsel  
Texas Legislative Council  
Texas Legislature  
PO Box 12128  
Austin, TX 78711-2128  
(512) 463-1151  
(512) 463-0157 - FAX  
joa.heining@tlc.texas.gov  
Year 3

Senator Brandt Hershman  
Senate Majority Floor Leader  
Indiana General Assembly  
State House, Room 3A-W  
200 West Washington Street  
Indianapolis, Indiana 46204  
(574) 581-2000  
Senator.Hershman@iga.in.gov  
Year 1

Senator Brent Hill  
Senate President Pro Tempore  
Idaho Legislature  
State Capitol Building  
PO Box 83720  
Boise, ID 83720-0081  
(208) 356-7495  
(208) 356-3689 - FAX  
hill@senate.idaho.gov  
Year 2

Representative Ellie Hill  
Montana Legislature  
PO Box 200400  
Helena, MT 59620  
(406) 444-4800  
ehillhd94@gmail.com  
Year 1

Senator Sara Howard  
Nebraska Legislature  
District 9, State Capitol  
PO Box 94604  
Lincoln, NE 68509-4604  
(402) 471-2723  
(402) 471-2126 - FAX  
showard@leg.ne.gov  
Year 2
Russell A. Humphrey  
Chief Clerk, Senate  
Tennessee General Assembly  
Second Floor, State Capitol  
Nashville, TN 37243  
(615) 741-2730  
(615) 741-7100 - FAX  
russell.humphrey@capitol.tn.gov  
Year 2

Representative Brian Kennedy  
Speaker Pro Tempore of the House  
Rhode Island General Assembly  
State House  
32 Smith Street  
Providence, RI 02903-1105  
(401) 222-1478  
(401) 222-4795 - FAX  
rep-kennedy@rilegislature.gov  
Year 3

Wendy Jackson  
Legal Support Manager  
Legislative Reference Bureau  
Wisconsin Legislature  
Suite 200  
One East Main Street  
Madison, WI 53703  
(608) 266-9983  
(608) 264-6948 - FAX  
wendy.jackson@legis.wisconsin.gov  
Year 2

Wayne Kidd  
Audit Supervisor  
Legislative Auditor General’s Office  
Utah Legislature  
W315 State Capitol Complex  
Salt Lake City, UT 84114  
(801) 538-1033  
(801) 538-1063 - FAX  
wkidd@ole.utah.gov  
Year 2

Senator Neville James  
U.S. Virgin Islands Legislature  
Capitol Building  
PO Box 1690  
St. Thomas, VI 00804  
(340) 712-2212  
(340) 772-4817 - FAX  
njames@legvi.org  
Year 2

Representative Greg Leding  
Arkansas General Assembly  
350 State Capitol Building  
500 Woodlane Avenue  
Little Rock, AR 72201-1089  
(501) 682-7771  
greg@gregleding.com  
Year 3

Representative Jay Kaufman  
Massachusetts Great and General Court  
State House, Room 34  
24 Beacon Street  
Boston, MA 02133-1099  
(617) 722-2320  
(617) 722-2415 - FAX  
jay.kaufman@maphouse.gov  
Year 5

Debra Levine  
Constituent Services  
Office of Senator Carl Marcellino  
New York Legislature  
250 Townsend Square  
Oyster Bay, NY 11771  
(516) 922-1811  
(516) 922-1154 - FAX  
dlevine@nysenate.gov  
Year 3

Senator Delores Kelley  
Maryland General Assembly  
James Senate Office Building  
Room 302  
11 Bladen Street  
Annapolis, MD 21401-1991  
(410) 841-3606  
(410) 841-3399 - FAX  
delores.kelley@senate.state.md.us  
Year 3

Senator Anna MacKinnon  
Alaska Legislature  
State Capitol  
120 Fourth Street, Room 516  
Juneau, AK 99801-1182  
(907) 465-3777  
(907) 465-2819 - FAX  
sen.anna.mackinnon@akleg.gov  
Year 2
AT LARGE MEMBERS, cont’d

Senator Karen McConnaughay
Room 103-D
Illinois General Assembly
Capitol Building
301 S. Second Street
Springfield, IL 62706
(217) 782-1977
(217) 782-4079 - FAX
karenmconnaughay33@gmail.com
Year 3

Senator Ryan McDougle
Republican Caucus Chair
Virginia General Assembly
General Assembly Building
PO Box 396
Richman, VA 23218
(804) 730-1026
district04@senate.virginia.gov
Year 1

G. Paul Nardo
Clerk of the House and Keeper of the Rolls and the Commonwealth of Virginia House of Delegates
State Capitol, 3rd Floor
PO Box 406
Richmond, Virginia 23218-0406
(804) 698-1619
gpnardo@house.virginia.gov
Year 1

Representative Joyce Peppin
House Majority Leader
Room 459
Minnesota Legislature
State Office Building
100 Rev. Dr. Martin Luther King Jr. Boulevard
St. Paul, MN 55155-1298
(651) 296-7806
joyce@joycepeppin.com
Year 2

Joel Redding
Chief Information Officer
Kentucky General Assembly
Room 26 Annex
702 Capitol Avenue
Frankfort, KY 40601
(502) 564-8100 ext. 460
joel.redding@lrc.ky.gov
Year 1

Speaker Cliff Rosenberger
Ohio General Assembly
Yern Riffe Center, 14th Floor
77 South High Street
Columbus, OH 43215-6111
(614) 466-3506
rept91@ohiohouse.gov
Year 1

Representative Scott Saiki
House Majority Leader
Room 434
Hawaii State Capitol
415 South Beretania Street
Honolulu, HI 96813
(808) 586-8485
(808) 586-8489 – FAX
repsaiki@capitol.hawaii.gov
Year 2

Speaker Peter Schwartzkopf
Delaware Legislature
Legislative Hall
411 Legislative Avenue
Dover, DE 19901
(302) 744-4351
Peter.Schwartzkopf@state.de.us
Year 1

Jim W. Smith
Director, Legislative Council
North Dakota Legislative Assembly
State Capitol
600 E. Boulevard Avenue
Bismarck, ND 58505-0360
(701) 328-2916
(701) 328-3615 - FAX
jmsmith@nd.gov
Year 3

Representative Julie Stokes
Louisiana Legislature
State Capitol
PO Box 94062
Baton Rouge, LA 70804
(225) 342-6945
(225) 342-8336 – FAX
stokes@legis.la.gov
Year 2
AT LARGE MEMBERS, cont’d

Senator Bo Watson
Speaker Pro Tempore of the Senate
Tennessee General Assembly
Legislative Plaza
301 Sixth Avenue North
Room 13
Nashville, TN 37243
(615) 741-3227
(615) 253-0280 - FAX
sen.bo.watson@capitol.tn.gov
Year 3

Representative Jennifer Williamson
House Majority Leader
Oregon Legislature
State Capitol, Room H-283
Salem, OR 97301
(503) 922-0271
williamson.jennifer@gmail.com
Year 1

Martha R. Wigton
Director
House Budget and Research Office
Georgia General Assembly
412 Coverdell Legislative Office Building
18 Capitol Square
Atlanta, GA 30334
(404) 656-5050
(404) 657-8319 - FAX
martha.wigton@house.ga.gov
Year 2

Senator Angela Williams
Colorado State Capitol
200 East Colfax Avenue
Room 271
Denver, CO 80203-1784
(303) 866-2909
(303) 866-2218 - FAX
Sen.williams.SD33@gmail.com
Year 3

EX-OFFICIO MEMBERS
Co-Chairs, Standing Committees

Speaker Robin Vos
Wisconsin Legislature
State Capitol
PO Box 8953
Madison, WI 53708-8953
(608) 266-9171
(608) 282-3663 - FAX
Rep.Vos@legis.wisconsin.gov
Year 3

Delegate Sally Jameson
State Delegate
Maryland General Assembly
Lowe House Office Building,
6 Bladen Street, Room 231
Annapolis, MD 21401
(410) 841-3337
sally.jameson@house.state.md.us
Year 1

Co-Staff Chairs, Standing Committees

Randy Dowell
Chief Operating Officer
Senate
2300 North Lincoln Blvd.
Oklahoma City, OK 73105
(405) 521-9769
(405) 521-5599
dowell@oksenate.gov
Year 2

Jonathan Ball
Director
Office of the Legislative Fiscal Analyst
Utah Legislature
W310 State Capitol Complex
Box 145310
Salt Lake City, UT 84114
(801) 538-1034 (Main)
jball@le.utah.gov
Year 1
**Chair, Council of State Governments**

Senator Kelvin Atkinson  
Nevada Legislature  
Room 215B  
Legislative Building  
401 South Carson Street  
Carson City, NV 89701-4747  
(775) 684-6522  
Kelvin.Atkinson@sen.state.nv.us  
Year 1

**International Affiliate**

Francois Ouimet  
Vice President  
Quebec National Assembly  
1020 rue des Parlementaires  
Quebec, QC G1A 1A3  
Canada  
(418) 643-7391  
(418) 643-1865 - FAX  
Karol-Anne.Smith@assnat.qc.ca  
Year 3

---

**CSG REGIONAL MEMBERS**

**Eastern Region**

Representative Helene Keeley  
Delaware Legislature  
Legislative Hall  
411 Legislative Avenue  
Dover, DE 19901  
(302) 744-4351  
(302) 739-2313 - FAX  
helene.keeley@state.de.us  
Year 4

**Midwestern Region**

Senator Wally Horn  
Iowa Legislature  
101 Stoney Point Road, SW  
Cedar Rapids, IA 52404  
(319) 396-3131  
(319) 396-0691 - FAX  
lylieden@msn.com  
Year 1

---

**Southern Region**

Speaker David Ralston  
Georgia Legislature  
Georgia General Assembly  
State Capitol, Room 332  
206 Washington Street  
Atlanta, GA 30334  
(404) 656-5020  
david.ralston@house.ga.gov  
Year 1

**Western Region**

Senator Randi Becker  
Washington Legislature  
Irving R. Newhouse Building  
P.O. Box 40402  
Olympia, WA 98504  
(360) 786-7602  
(360) 786-7819 - FAX  
RandiBecker@leg.wa.gov  
Year 1
NCSL Advisory Committee (Past Officers still in legislative service)

Michael P. Adams
Director, Strategic Planning
Senate of Virginia
P. O. Box 396
Richmond, VA 23218
(804) 698-7405
(804) 698-7651 - FAX
madams@senate.virginia.gov

Patrick J. O’Donnell
Clerk of the Legislature
State Capitol, Room 2018
Lincoln, NE 68509
(402)471-3353
(402)471-2126 - FAX
podonnell@leg.ne.gov

John B. Phelps
Staff Director/ Senate Rules Committee
404 South Monroe Street
Tallahassee, FL 32399-1100
(850) 487-5350
phelps.john@leg.state.fl.us

Susan Clarke Schaar
Clerk of the Senate
P. O. Box 396
Richmond, VA 23218
(804) 698-7400
(804) 698-7670 – FAX
sschaar@senate.virginia.gov

Patsy Spaw
Secretary of the Senate
State Senate
Texas Legislature
PO Box 12068
Austin, TX 78711
(512) 463-0100
(512) 463-6034 - FAX
patsy.spaw@senate.texas.gov

Alfred W. (Butch) Speer
Clerk of the House
State Capitol - PO Box 44281
Baton Rouge, LA 70804
(225) 342-7259 Capitol
(225) 342-5045 - FAX
speera@legis.state.la.us

John Martin
State Representative
Maine Legislature
State House
2 State House Station
Augusta, ME 04333-0002
Phone: (207) 287-1430
(207) 287-1456 – FAX
John.Martin@legislature.maine.gov

Sharon Crouch Steidel
Director, Information Services
House of Delegates - P. O. Box 406
Richmond, VA 23218
(804) 698-1561
(804) 786-6310 - FAX
SCrouchSteidel@house.virginia.gov

John W. Turcotte
Director, Program Evaluation Division
300 N. Salisbury Street
Raleigh, NC 27603-5925
(919) 301-1399
(850) 668-4486 - FAX
john.turcotte@ncleg.net
Senator Deb Peters, NCSL President-Elect, called the meeting to order. She explained the vacancies that had occurred in the offices of NCSL President and Vice President and the nominating committee process that occurred to fill these vacancies. Senator Peters made a motion to approve Senator Dan Blue, North Carolina Democratic Leader, as NCSL President, and Senator Toi Hutchinson, Illinois, as NCSL Vice President. The motion passed unanimously.

Senator Blue thanked Executive Committee members. Senator Blue emphasized the importance of marketing NCSL and its services and the need for executive committee members to participate in a strategic planning process in the coming months. Senator Blue thanked Senator Mike Gronstal for his service as NCSL President and recognized NCSL Immediate Past President Curt Bramble.
Senator Bramble talked about the privilege of working as a team with the other NCSL officers and how Senator Mike Gronstal was an excellent president. Senator Bramble thanked Senator Gronstal for his service to NCSL. Executive committee members gave Senator Gronstal a standing ovation.

Approval of the Minutes from the October 8 meeting in Omaha, Nebraska
Representative Brian Patrick Kennedy moved approval of the minutes from the October 8 meeting in Omaha. The minutes were approved unanimously.

Report of the Executive Director
Bill Pound, NCSL Executive Director, referred members to the Executive Director’s report on page seven of the agenda book. Mr. Pound said there will be some uncertainty in state-federal relations with a new president and so many state-federal issues to be considered such as health care, tax reform, potential changes in the tax treatment of municipal bonds, changes in Medicaid, state financial burdens and any unfunded mandates that might occur. There are 1,277 newly elected state legislators. This represents 17 percent of NCSL’s legislator constituency. This number is less than the 20-21 percent that has been seen in recent years. NCSL has been successful in shaping the direction of several federal legislative actions, most noteworthy the Every Student Succeeds Act, the Lautenberg Chemical Safety Act and avoiding the preemption of state laws in other areas such as unmanned aerial vehicles and drug regulation.

Mr. Pound discussed the progress and activity on the Main Street Fairness Act. One of the items that was brought up was Brohl vs. the Direct Marketing Association, a case before the United States Supreme Court from the State Of Colorado. We had filed an amicus brief that said: we don’t think you should take this case but if you do, we would like you to include review of Quill v. North Dakota in the argument. The United States Supreme Court took our advice and decided not to accept the case at this time – that the case didn’t present the matter in the correct way to revisit the previous Quill decision about taxes on indirect sales.

Mr. Pound presented the list of authorized task forces of the Executive Committee and noted there was a need to create a task force on insurance.

Approval of the NCSL Insurance Task Force
Senator Deb Peters made a motion to approve the creation of an NCSL Task Force on Insurance. The creation of the task force was approved.

Report of the Military and Veterans Affairs Task Force
Delegate Sally Jameson updated members on the military and veterans affairs task force. Beginning on page 20 of the executive committee agenda book, there are highlights on the importance of policies that help military families.

State Federal Affairs Report
Speaker Robin Vos, co-chair of the NCSL Standing Committees along with Delegate Sally Jameson from Maryland presented the state-federal affairs report. He noted in the final days of the 114th Congress NCSL had a few small victories— one on water infrastructure, with the passage of the Water Resources and Development Act and another on the temporary extension of the EB5 regional center program.

NCSL staff members have been busy responding to federal regulations – topics ranged from federal automated vehicle policy to implementation of the Every Student Succeeds Act. Speaker Vos referred members to the full list on page 31 of the agenda book.
Speaker Vos added NCSL is in the process of finalizing comments in response to a request from Utah Congressman Chaffetz, Chair of the House Oversight and Government Reform Committee, regarding unfunded mandates. In particular, what are the mandates, legislative and regulatory, that states find most onerous. Similar requests were sent to the presiding officers in the 50 states. Several states have reached out to NCSL as comments are being prepared. The congressman plans to hold a hearing soon and NCSL has voiced interest in testifying to committee staff.

Speaker Vos reported that NCSL Executive Director Bill Pound and the other executive directors of the Big 7 organizations met with several members of president-elect Trump’s transition team. It was a good opportunity to discuss several issues including tax reform, infrastructure, regulatory reform and federalism. With a new president and new members of Congress, this is a great opportunity for NCSL to take the state-federal priorities we adopt today and head to Capitol Hill and the White House. Staff members will begin holding meetings with all new and returning members of Congress in new leadership positions. Meetings also will be scheduled with the White House Office of Intergovernmental Affairs. NCSL staff members will begin hosting regular conference calls to brief legislators and staff on what’s going on in Washington.

Report of the Budget, Finance and Rules Committee
Senator Deb Peters presented the Budget, Finance and Rules Committee Report. Senator Peters reported on appropriations receipts noted on page 35 of members’ agenda books. The committee approved the amended budget for FY 2017. Committee members heard a report on NCSL’s grants and contracts. Senator Peters congratulated the NCSL staff on the funding of a new $7.5 million grant from the U.S. Department of Labor. She noted that executive committee members have received a list of foundations located in the individual member’s states and members may be called upon to assist in fundraising efforts. Senator Peters moved adoption of the amended FY2017 budget. Adoption of the budget was unanimously approved. Senator Peters made a motion to approve the following new projects: Facilitating Occupational Licensing Review and Improvements Across States ($7.5 million, U.S. Department of Labor), State Tax Policy Modernization Study ($750,000, The Laura and John Arnold Foundation), State Opportunities for Improving Equity under ESSA ($500,000, Kellogg Foundation), Fostering State Legislative Action in Early Childhood ($330,000, Alliance for Early Success), Education and Outreach to State Legislators and Legislative Staff on Energy Policy ($300,000, U.S. Department of Energy National Electricity Delivery Division), State Legislative Responses to Behavioral Health Needs of Justice Involved Individuals ($252,210, The Jacob and Valeria Langeloth Foundation), Immigration and the States ($200,000, Carnegie Corporation of New York), NCSL Transportation Leaders Meeting ($120,000, funders to be determined), and Assistance to State Legislatures on Energy Efficiency Issues ($115,000, U.S. Department of Energy). The executive committee unanimously approved the proposed projects.

Report of the Member Outreach and Communications Subcommittee
Senator Toi Hutchinson reported that subcommittee members heard a report on the upcoming Legislative Summit in Boston. Committee members reviewed the preliminary agenda. NCSL staff members presented a report on 2016 outreach activities. The report included detail on state visits, in-state assistance programs, information requests, meetings, webinars, publications and usage of the NCSL website. Committee members focused on the extensive outreach activities that have occurred since the November elections. Senator Hutchinson noted that no action was taken during the subcommittee meeting. She thanked members of the Executive Committee for welcoming her in her new role as NCSL vice president. She said it was truly an honor to give back to the organization.
Report of the NCSL Standing Committees
Jonathan Ball, staff co-chair of the standing committees, reported on the NCSL Capitol Forum meeting held in Washington, D.C. in early December. He noted attendance was down at the fall forum and there needed to be a better job of outreach and engagement. Despite this, lobby day on the hill was successful resulting in 100 meetings with members of Congress from 32 states. While legislators were on the hill, legislative staff participating in three training programs dealing with data hunting, data visualization, and mapping for legislative offices. The post meeting survey revealed that the Forum program was highly rated. He reported on the legislative staff training that took place at the forum. The next meeting of the standing committees will be during the Legislative Summit in Boston. During the spring, committee staff will continue their efforts to engage committee members through special meeting, webinars, conference calls and other means of communications. There will be a report on these outreach efforts at the next executive committee meeting in Santa Fe. The committee appointment process for 2017-2018 is beginning. New leaders and staff directors will be contacted to make appointments to NCSL's standing committees.

Legislative Staff Coordinating Committee Report
Raul Burciaga, NCSL Staff Chair, reported on the activities of the Legislative Staff Coordinating Committee. Committee members had a brief orientation on the NCSL Executive Committee and the LSCC. The Legislative Institution subcommittee is working on programs to recognize staff institutional achievement. These include a new video, articles in State Legislatures magazine and a legislative staff achievement showcase. The subcommittee approved guidelines for LSCC mentors. The creation of talking points to promote staff involvement also was discussed.
The Legislative Staff Management Institute will be held July 22-29, 2017, in Sacramento, California. Due to rising costs, the tuition will increase by $225 to $2,975 for the weeklong inclusive training institute.

The Programs and Professional Development Subcommittee is looking at the possibility of developing a certification program for legislative staff. In addition the subcommittee is moving forward with webinars and identifying speakers for the Legislative Summit. Subcommittee members are considering potential speakers for the three all legislative staff section programs at the NCSL Legislative Summit.

The IT Subcommittee discussed the role of social media, webinars and a survey on NCSL services that will be sent to all legislative staff later in 2017.

This past year's legislative staff professional development programs were extremely well attended. Over 700 legislative staff participated in nine legislative staff section seminars.

Report of the Foundation for State Legislatures
Senator Curt Bramble announced the Foundation has raised $697,000 so far this year and there are eight new sponsors and seven commitments to upgrade. This brings the total of platinum sponsors to 28.
Senator Bramble made a motion to approve three new members to the Foundation Board: Senator Brent Hill, Idaho; Representative Greg Leding, Arkansas; and Representative Joyce Peppin, Minnesota. The motion to approve the new board members was passed unanimously. Senator Irene Bustamante Adams asked if there was a balance — both geographic and political — for people serving on the board. Bill Pound answered affirmatively adding the bylaws of the Foundation requires a legislative majority on the Foundation board. Mr. Pound offered congratulations and appreciation to Senator Bramble and Jean Cantrell for their work on the Foundation board.

International Relations Report
Representative Jay Kaufman reported the International Relations Task Force met at the State Department during the Fall Forum in Washington, DC. International trips during the summer and fall include a study tour to Israel, training on U.S. governance and elections in India by Representative Joyce Peppin and Representative Jeff Morris and by Representative Jay Kaufman and Senator Curt Bramble. Senator Bramble pointed out the landscape was changing daily during these two trips along with the study tour to China in November.

Report on State Priorities Setting
Delegate Sally Jameson talked about the identification of state priorities exercises that were completed by standing committee members and members of the NCSL Executive Committee. She reviewed the list of issues noting that committees will focus on these issues in the coming year. The identification of issues also provides a framework for NCSL in programming through the year. Senator Andre Cushing noted it was a good exercise for the committee and the discussion of police/community relations was interesting.

Boston Host Committee Report for the NCSL Legislative Summit, August 6-9, 2017
Representative Jay Kaufman presented Executive Committee members with a gift from the Boston Host Committee. He reported that logistical arrangements were proceeding. The closing event will be held in Fenway Park. There will be concerts held in the park after the NCSL Legislative Summit and tickets might be available in advance for the performances. The closing speaker will be Doris Kerns Goodwin. The host committee is arranging a college fair around the dates of the meeting. The Executive Committee will meet on Saturday, August 5, and the NCSL business meeting will be held on Monday, August 7. Representative Kaufman thanked Kristin Shassetz of the NCSL staff for her hard work on the arrangements for the meeting.

There being no further business, the NCSL Executive Committee meeting adjourned. The next meeting of the NCSL Executive Committee will be held in Santa Fe, New Mexico, April 21-22, 2017.
Memorandum
To: Members of the NCSL Executive Committee
From: William Pound
Date: April 13, 2017
Re: Executive Director’s Report

NCSL’s budget for FY 2018 is before you for consideration at this meeting. FY 2017 revenues and expenses continue to perform as projected and we should finish the year with a small surplus. The result of requiring NCSL staff to pay five percent of their health plan cost, which was effective with calendar year 2017 is a $90,000 savings ($45,000 in FY 2017). Savings will be increased by an additional five percent staff contribution in the next year. The Executive Committee had directed that the general fund savings from these actions be used for salary adjustments and the salary pool. The salary grade adjustments made a year ago at the lower levels have taken us part of the way toward being more competitive in our employment markets but we need to continue efforts to achieve market parity.

The Legislative Summit in Boston is proceeding well. The Massachusetts Host Committee has mounted a very strong fundraising effort and we are developing an excellent program. Registration is running ahead of recent years. Please register and make your housing arrangements in the Executive Committee block, if you have not done so.

Two committee directors in NCSL’s Washington office have recently left NCSL—Lee Posey, Education Director, and Danielle Jarchow, Director of Financial Services and Interstate Commerce. Donna Lyons, Group Director for Criminal Justice in Denver, retired in mid-April. We currently have three vacant senior positions and three at lower personnel grades.

NCSL is active in coalitions in Washington on protecting the tax status of municipal bonds and on the broader implications of federal tax reform for state revenue systems. Change in the Affordable Care Act, if and when it happens, will have great effect on state health programs and costs. The pace of activity in Congress dictates that significant program change in the state–federal relationship will not be felt until FY 2019 or 2020.
For this short reporting period, NCSL Public Affairs saw a continued increase in media mentions through earned media. Because of our strong credibility, our policy experts provided and continue to provide valuable information to reporters that is used in stories around the world. On average NCSL’s research is cited more than 80 times a week and our policy analysts have been quoted more than 100 times by the Associated Press, Reuters, Forbes, The National Journal, Huffington Post, Bloomberg News, Roll Call, Congressional Quarterly-The Hill, The Wall Street Journal, The New York Times, USA Today, The Washington Post, The Washington Times, The Houston Chronicle, The Boston Globe, The Denver Post, Los Angeles Times and Chicago Tribune.

*This information is based on tracking media mentions from January 1, 2017 – April 10, 2017
SHARE OF COVERAGE BY MEDIA TYPE

*This information is based on tracking media mentions from January 1, 2017 – April 10, 2017

Press Releases

In the past two months, we have distributed four press releases, statements and letters to Congress:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Headline</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCSL Press Release</td>
<td>NCSL Task Force on State and Local Taxation (SALT) Recognized as Tax Organization of the Year</td>
<td>1-04-2017</td>
</tr>
<tr>
<td>NCSL Press Release</td>
<td>Three State Legislative Officers to Serve on FCC Advisory Board</td>
<td>2-08-2017</td>
</tr>
<tr>
<td>NCSL Press Release</td>
<td>Wisconsin Legislature Receives National Award</td>
<td>3-06-2017</td>
</tr>
<tr>
<td>NCSL Statement</td>
<td>NCSL Opposes the Wireless Telecommunications Tax and Fee Collection Fairness Act</td>
<td>4-05-2017</td>
</tr>
</tbody>
</table>

2016-2017 New Member Outreach Campaign

At the beginning of 2017, NCSL’s public affairs team pushed out a Facebook advertising campaign to attract new members to get involved with NCSL. Our advertising plan had around six weeks of paid advertising with the goal of reaching out to newly elected legislators and legislative staff. Our ads ended up spanning from December 19th – January 31st with some gaps in between for holidays. The ad that ran much of the time can be seen below:
We targeted Facebook members that included 20 targeted states (AR, CA, CT, FL, ID, IA, KY, LA, MI, NY, NM, OH, OK, PA, TN, TX, VA, WA, WV & WI) and further refined our search to include job titles that were relevant to working in state legislatures to specifically target NCCL members. We budgeted $100/day for 30 days for a total of $3,000. Facebook algorithms optimized the best times to post and decided costs for the day with a maximum budget of $100/day.

Our ads received a combined 656 link clicks. This is the number of people who clicked our “Learn More” button at the bottom that brought them to our new members' webpage. Our total number of clicks was 1,714. This includes the number of clicks on our ad, which may include offsite clicks to our website, page likes, post comments etc. Our Facebook followers also increased by 296 people over this period.
We reached 13,268 different people and had close to 500,000 impressions. Reach is the number of people who saw our ad and impressions is the number of times people saw the ad (people saw our ads more than once). From other Facebook analytics, we were also informed that our videos were watched 21,449 times. 780 views lasted over 50% of the video and 530 views over 90%.

Overall, the campaign's goals were reached. We increased our number of followers, sent a large number of people to our website (most likely for the first time), and gained exposure that will result in members, new and old, getting involved with our organization and utilizing our services.
To: NCSL Executive Committee
From: Molly Ramstead, Director, Washington Office
Neal Osten, Director, Washington Office
Date: April 22, 2017
Subject: Update on State-Federal Activities

This report summarizes NCSL’s state-federal activities since the January 15, 2017 Executive Committee meeting in Scottsdale, Arizona.

Preserving the State and Local Tax Deduction and the Municipal Bond Exclusion in Tax Reform
NCSL has been working with a number of groups and coalitions to urge Congress, should it pursue a comprehensive tax reform package, to maintain both the tax exemption for municipal bond interest and the deductibility of state and local taxes. This includes several letters to Congress and numerous meetings on Capitol Hill. These essential components of the tax code support vital investments in infrastructure, public safety and education, encourage economic growth and provide states and local governments with financial flexibility to meet residents’ needs.

Congressional Review Act–Disapproval of Administration Regulations
The Congressional Review Act (CRA) was enacted in March of 1996 in an effort by Congress to increase its oversight of federal agency rulemaking. The CRA requires agencies to report their rulemaking activities to Congress, and provides Congress with a set of procedures to overturn, or disapprove of those rules. Under the CRA, any rule that is submitted to Congress fewer than 60 working days before it adjourns its session sine die, a new period for congressional review opens for the incoming session of Congress. Of the numerous “Resolutions of Disapproval” that have been introduced in the 115th Congress, 11 have been signed by President Trump and two are awaiting his signature. NCSL has been active on two of the “Resolutions of Disapproval.”

On March 27, the president signed House Joint Resolution (HJR) 58, a measure blocking NCCL-opposed regulations on teacher preparation programs, issued by the Obama administration. NCSL commented that the Department of Education regulation “goes beyond the statutory requirement of the Higher Education Act (HEA) and fails to recognize the authority of states and localities to govern education.” NCSL issued a letter in support of HJR 58 and its companion, SJR 26.

NCSL has worked with a broad coalition to oppose House Joint Resolution 66, which would overturn the Department of Labor’s final rule on “Savings Arrangements Established by States for Non-Governmental Employees.” In a letter to Congress, NCSL stated that “passage of the resolution is an affront to those in Congress who advocate for the 10th Amendment as it will result in an unwarranted preemption of state innovation, will restrict the ability of millions of hardworking Americans to save for retirements, and will prove costly to federal and state budgets.” The House passed HJR 66, but at this time, Senate consideration has not been scheduled.
NCSL has developed a tracking document which provides updates on which joint resolutions introduced under the Congressional Review Act have been signed into law, are awaiting the president’s signature, and have passed either the House or the Senate.

**Autonomous Vehicles**
NCSL staff has significantly increased its lobbying and advocacy work with Congress on the issue of automated vehicles (AVs) following issuance of federal guidelines in September 2016. Currently NCSL is working in tandem with staff from the National Governors Association and other state-based groups to present a united front against potential efforts by members of Congress to preempt state legislative and regulatory efforts concerning AVs. Additionally, NCSL staff from both the D.C. and Denver offices have participated in numerous panels at public policy conferences and meetings across the country and provided testimony to states considering AV legislation as well as answering multiple information requests from legislators and legislative staff.

**Telecommunication Tax and Fee Preemption Aimed at 911 Fees**
Eight years ago, NCSL drafted model legislation that established a point-of-sale mechanism for collection of 911 fees on prepaid wireless services. As of last year, of the 42 states that place a 911 fee on prepaid wireless services, 41 states have enacted the NCSL model 911 fee collection legislation. At the request of certain prepaid wireless providers, the Senate included in legislation on broadband deployment and spectrum allocation the “Wireless Telecommunications Tax and Fee Collection Fairness Act.” This provision, aimed at preempting one state from collecting 911 fees on prepaid wireless, is so broadly drafted that even though it preempts the Congressional Budget Office could not be sure that other states’ taxes and fees on telecommunications services would not be preempted as well. NCSL this week sent a letter opposing this provision to the U.S. House of Representatives Energy & Commerce Committee for a hearing on S. 19, the MOBILE NOW Act of 2017.

**South Dakota Nears SCOTUS on Online Sales Tax Case**
In the absence of federal action, states have sought solutions to the remote sales tax loophole to protect their budgets, as well as level the playing field for their main street retailers. This year, at least 60 remote sales tax measures have been introduced in 30 states. Alabama, Virginia, and Wyoming have all passed measures that have been signed into law. Generally, states have looked at three approaches to level the playing field between brick and mortar business and online retailers: 1) establishing economic nexus; 2) creating reporting/notification requirements on non-collecting out-of-state sellers, or 3) imposing requirements on online marketplaces or marketplace providers.

The flurry of state activity this year follows the trail that the state of South Dakota blazed in 2016. South Dakota’s economic nexus law, S.B. 106, required out-of-state retailers with annual in-state sales exceeding $100,000 or that had 200 separate transactions, to collect and remit that state’s sales tax. State lawmakers presented the law as a direct challenge to the U.S. Supreme Court ruling in the case of *Quill Corp. v. North Dakota*, which reaffirmed a previous Court decision prohibiting states from imposing sales and use tax collection obligations on sellers without an in-state physical presence.

Correctly anticipating a challenge to the law’s constitutionality (which occurred even before it went into effect), S.B. 106 included provisions that aimed to fast track any legal challenges through the South Dakota courts with the goal of making it to the doorstep of the U.S. Supreme Court as soon as possible. Last month, in its opinion on the law, South Dakota’s Sixth Judicial Circuit agreed that the *Quill* ruling is now antiquated, given the growth in technology and e-commerce, but the Court still ruled against the state’s law given current U.S. Supreme Court precedent. This means that the South Dakota Supreme Court
April 22, 2017
p. 3

will now consider the matter before it can be appealed to the Supreme Court, which could occur as early as this fall.

Infrastructure Week – Highlighting State and Local Governments Role in Infrastructure
NCSL and other organizations representing state and local officials will host a Hill briefing in mid-May to highlight the role of state and local governments in building, maintaining and improving America’s infrastructure.

Recent NCSL letters, testimony and comments:

- NCSL Letter in Opposition to the Wireless Telecommunications Tax and Fee Collection Fairness Act, a Provision in S. 19, the MOBILE NOW Act, (April 4, 2017)
- State and Local Governments Urge Congress to Preserve the State and Local Tax Deduction and the Municipal Bond Exclusion in Tax Reform Efforts, (April 4, 2017)
- NCSL Letter to U. S. House Judiciary Committee Expressing Concern to the Consideration of H.R. 1188, the “Adam Walsh Reauthorization Act of 2017.” (March 21, 2017)
- NCSL letter to the U.S. Senate Opposing a Resolution to Overturn a Rule on Savings Arrangements Established by States for Non-Government Employees, (Feb. 27, 2017)
- NCSL letter to the U.S. House of Representatives Opposing a Resolution to Overturn a Rule on Savings Arrangements Established by States for Non-Government Employees, (Feb. 13, 2017)
## NCSL Joint Letter on the Preservation of the Municipal Bond Tax Exemption
(Jan. 9, 2017)

### Washington, D.C. Advocacy Activities Report
January 1 – March 31, 2017

<table>
<thead>
<tr>
<th>Date</th>
<th>State</th>
<th>NCSL Representative</th>
<th>Other Attendees</th>
<th>Topic of Meeting</th>
</tr>
</thead>
<tbody>
<tr>
<td>1/12/17</td>
<td></td>
<td>Jon Jukuri</td>
<td>DOL VETS Staff, Advisory Committee on Veterans Employment, Training and Employer Outreach (ACVETEO) members</td>
<td>Final Report from Advisory Committee to Congress Finalized. Future topics discussed</td>
</tr>
<tr>
<td>1/12/17</td>
<td></td>
<td>Jon Jukuri</td>
<td>Department of Labor Employment and Training Administration, Intergovernmental Organizations</td>
<td>Organizational Updates, DOL ETA Grant on Licensing to NCSL, CSG and NGA announced</td>
</tr>
<tr>
<td>1/25/17</td>
<td>NV</td>
<td>Ben Husch</td>
<td>Jeremy Harrell, LA, Office of Sen. Heller</td>
<td>Nuclear Waste</td>
</tr>
<tr>
<td>1/26/17</td>
<td>NV</td>
<td>Ben Husch</td>
<td>Laura Hatalsky, LD, Office of Sen. Cortez Matso</td>
<td>Nuclear Waste</td>
</tr>
<tr>
<td>1/26/17</td>
<td></td>
<td>Ben Husch</td>
<td>FHWA and NHTSA</td>
<td>Autonomous Vehicles</td>
</tr>
<tr>
<td>1/31/17</td>
<td>NY, TX</td>
<td>Danielle Dean</td>
<td>Ernie Jolly, Legislative Director, Office of Rep. Meeks; Pat Malloy, Office of Rep. Cuellar</td>
<td>Legislator priorities for 2017</td>
</tr>
<tr>
<td>2/1/17</td>
<td></td>
<td>Ben Husch</td>
<td>Holly Lyons, Majority Staff Director, T&amp;I Aviation Subcommittee</td>
<td>FAA Reauthorization</td>
</tr>
<tr>
<td>2/3/17</td>
<td></td>
<td>Ben Husch and Kevin Pula</td>
<td>House T&amp;I Majority Staff</td>
<td>State Efforts on Public Private Partnerships</td>
</tr>
<tr>
<td>2/6/17</td>
<td></td>
<td>Ben Husch</td>
<td>Alex Burkett, Michael Stein and Luke Strimer, Democratic staff, House T&amp;I Aviation Subcommittee</td>
<td>FAA Reauthorization</td>
</tr>
<tr>
<td>2/7/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>FEMA, NACo</td>
<td>Disaster Deductible – notice of proposed rulemaking is out</td>
</tr>
<tr>
<td>2/7/17</td>
<td>WA</td>
<td>Ben Husch</td>
<td>Brandon Kaufman, Office of Rep Larsen, Ranking Member House T&amp;I Aviation Subcom.</td>
<td>FAA Reauthorization</td>
</tr>
<tr>
<td>2/9/2017</td>
<td></td>
<td>Ben Husch and Amanda Essex</td>
<td>FAA Drone Advisory Committee Subcommittee on Roles and Responsibilities</td>
<td>Federal v. State authority to regulate drones</td>
</tr>
<tr>
<td>Date</td>
<td>State</td>
<td>NCSL Representative</td>
<td>Other Attendees</td>
<td>Topic of Meeting</td>
</tr>
<tr>
<td>--------</td>
<td>-------</td>
<td>-----------------------------</td>
<td>---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------</td>
<td>----------------------------------------------------------------------------------------------------------</td>
</tr>
<tr>
<td>2/13/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>Katie Stoughton, Counsel, Senate Judiciary Committee; Nicola Bunick, Counsel for Senator Donnelly; Ches Garrison, Counsel, Office of Senator Whitehouse; Mark Hays, Global Witness; John Snook, Treatment Advocacy Center</td>
<td>INVEST to Prevent Crime Act; Incorporation Transparency and Law Enforcement Assistance Act, which would require companies formed in the U.S. to disclose basic information about company ownership in order to support law enforcement tracking of illegal activity, including drug trafficking; new study they are about to release on mentally ill pre-trial detainees</td>
</tr>
<tr>
<td>2/13/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>Adam Stewart, Legislative Director Office of Rep. Rob Bishop, UT; other Republican staff</td>
<td>Federalism- policy ideas, messaging, and broadening support for the principles of federalism</td>
</tr>
<tr>
<td>2/15/17</td>
<td></td>
<td>Ben Husch</td>
<td>LA and LD, Office of Rep. Matsui; Cian Cashin (AMMVA)</td>
<td>AV Preemption Issues</td>
</tr>
<tr>
<td>2/22/17</td>
<td></td>
<td>Ben Husch</td>
<td>E&amp;C Subcomm Majority Staff on Digital Goods (jurisdiction on AVs); Cian Cashin (AMMVA)</td>
<td>AV Preemption Legislation</td>
</tr>
<tr>
<td>2/22/17</td>
<td></td>
<td>Ben Husch</td>
<td>E&amp;C Subcomm Minority Staff on Digital Goods (jurisdiction on AVs); Cian Cashin (AMMVA)</td>
<td>AV Preemption Legislation</td>
</tr>
<tr>
<td>2/22/17</td>
<td></td>
<td>CA</td>
<td>Susan Frederick and Danielle Dean Jeff Vanderslice, Director, Office of Dana Rohrabacher</td>
<td>Cannabis Caucus</td>
</tr>
<tr>
<td>2/24/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>Blaine Miller, LC, Office of Rep. Polis</td>
<td>Cannabis Caucus</td>
</tr>
<tr>
<td>2/27/17</td>
<td>OH</td>
<td>Ben Husch</td>
<td>Madeline Vey, Counsel, Office of Rep. Latta, Chair of E&amp;C Subcommittee with jurisdiction over AVs; Cian Cashin (AMMVA)</td>
<td>AV Preemption legislation</td>
</tr>
<tr>
<td>2/28/17</td>
<td></td>
<td>Ben Husch</td>
<td>Senate Commerce Committee Staff; Staff, Office of Sen. Gary Peters; Cian Cashin (AMMVA)</td>
<td>Autonomous Vehicles Legislation</td>
</tr>
<tr>
<td>3/6/17</td>
<td>NE</td>
<td>Lucia Bragg</td>
<td>Sen. Ben Sasse staff; Jessica Prol Smith (Ed LA), Patrick Lehman (Leg Dir), Derrick Morgan (Chief of Staff); Stephanie Gieseeke (NAICU); Douglas</td>
<td>SJR 26 – Resolution to block ESSA teacher prep regs</td>
</tr>
<tr>
<td>Date</td>
<td>State</td>
<td>NCSL Representative</td>
<td>Other Attendees</td>
<td>Topic of Meeting</td>
</tr>
<tr>
<td>----------</td>
<td>-------</td>
<td>----------------------</td>
<td>---------------------------------------------------------------------</td>
<td>-----------------------------------------------------------</td>
</tr>
<tr>
<td>3/08/17</td>
<td>VA</td>
<td>Susan Frederick and Danielle Dean</td>
<td>Koopman (CCCU); Deb Koolbeck (AACTE)</td>
<td>Cyber Resiliency Act Conversation</td>
</tr>
<tr>
<td>3/10/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>Rosie Heiss, Office of Senator Warner's Office</td>
<td>Cyber Resiliency Act Conversation</td>
</tr>
<tr>
<td>3/13/17</td>
<td>ME</td>
<td>Rachel Morgan</td>
<td>Brian Kaskie, Office of Senator Susan Collins and Fellow for the Senate Committee on Aging</td>
<td>Discussion on Aging Issues</td>
</tr>
<tr>
<td>3/13/17</td>
<td></td>
<td>Molly Ramsdell and Neal Osten</td>
<td>Bill Kirkland, White House Office of Intergovernmental Affairs</td>
<td>Programming for NCSL’s June Leaders’ Meeting</td>
</tr>
<tr>
<td>3/14/17</td>
<td></td>
<td>Rachel Morgan and Dick Cauchi</td>
<td>Josh B. Trent, Deputy Chief Health Counsel, House Energy &amp; Commerce Cmte.</td>
<td>Requested information on the basic health benefit packages states offered to state employees</td>
</tr>
<tr>
<td>3/15/17</td>
<td></td>
<td>Danielle Dean</td>
<td>Donna Lindquist, DOJ</td>
<td>GAC Membership Call</td>
</tr>
<tr>
<td>3/15/17</td>
<td></td>
<td>Ben Husch</td>
<td>Senate Commerce Committee Republican and Democratic staff (12 total)</td>
<td>2017 FAA Reauthorization Priorities and Drones</td>
</tr>
<tr>
<td>3/16/17</td>
<td>CA</td>
<td>Danielle Dean</td>
<td>Jeff Vandervis, Office of Dana Rohrabacher’s</td>
<td>H.R. 1227 conversation – marijuana legislation</td>
</tr>
<tr>
<td>3/16/17</td>
<td></td>
<td>Jon Jukuri and Lucia Bragg</td>
<td>Workforce IGO groups (NGA, NASWA, USCM, NAWB, etc.) DOL ETA staff</td>
<td>Discussed upcoming WIOA national convenings, skinny budget (briefly), other DOL initiatives and IGO updates</td>
</tr>
<tr>
<td>3/20/17</td>
<td></td>
<td>Susan Frederick and Danielle Dean</td>
<td>Jeff Ashford and Colin Samples with the House Appropriations CJS Subcommittee majority staff</td>
<td>FY17 CR and FY18 appropriations on criminal justice</td>
</tr>
<tr>
<td>3/21/17</td>
<td></td>
<td>Ben Husch</td>
<td>Caryn Moore Lund - House T&amp;I Highways and Transit Subcommittee Professional Staff</td>
<td>State action on Autonomous Vehicles &amp; NCSL Invitation for Committee Discussion</td>
</tr>
<tr>
<td>3/22/17</td>
<td></td>
<td>Ben Husch</td>
<td>FAA Drone Advisory Committee Subcommittee on Roles and Responsibilities</td>
<td>Federal v. State authority regarding drones</td>
</tr>
</tbody>
</table>
Budget, Finance and Rules Committee

Saturday, April 22, 2017
1:30 – 3 p.m.
Senate Finance Committee Room 322
New Mexico State Capitol

AGENDA

1. Welcome and Introductions – Senator Deb Peters, NCSL President-Elect

2. FY 2017 Appropriations Received

3. NCSL Budget
   a) FY 2017 General Fund Revenues and Expenses by Conference Program
   b) Balance Sheet and Statement of Revenue and Expense as of March 31, 2017
   c) FY 2018 Proposed Budget

4. Grant and Contract Report

5. Other Business
## 2016 – 2017 Budget, Finance and Rules Committee

**Jurisdiction:** The Budget, Finance and Rules Committee develops NCSL’s budget and fiscal policies; oversees the audit; reviews grant and contract proposals; reviews proposed changes in the NCSL Rules of Procedure, and reviews proposed amendments to the NCSL bylaws.

<table>
<thead>
<tr>
<th>Senator Deb Peters, South Dakota</th>
<th>Raul Burciaga, New Mexico</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Staff Chair</td>
</tr>
<tr>
<td>Representative Greg Leding, Arkansas</td>
<td>Stephanie Barrett, Vermont</td>
</tr>
<tr>
<td>Vice Chair</td>
<td>Staff Vice Chair</td>
</tr>
</tbody>
</table>

### Legislator Members

1. Representative Pam Althoff, IL  
2. Representative Joe Aresimowicz, CT  
3. Senator Randi Becker, WA  
4. Senator Curt Bramble, UT  
5. Representative Al Carlson, ND  
6. Senator Aaron Ford, NV  
7. Assemblyman Adam Gray, CA  
8. Senator Wayne Harper, UT  
9. Representative Ellie Hill, MT  
10. Senator Sara Howard, NE  
11. Senator Anna MacKinnon, AK  
12. Senator Ryan McDougle, VA  
13. Representative Joyce Peppin, MN  
14. Speaker David Ralston, GA  
15. Speaker Cliff Rosenberger, OH  
16. Speaker Robin Vos, WI  
17. Representative Angela Williams, CO  
18. Representative Jennifer Williamson, OR

### Staff Members

1. Lore Christopher, OR  
2. Susan Furlong, NV  
3. Jon Heining, TX  
4. Wayne Kidd, UT  
5. Jim Smith, ND  
6. Chuck Truesdell, KY  
7. Martha Wigton, GA

*(Total: 29 members)*

### NCSL Staff

- Diane Chaffin  
- Bill Pound  
- Laura Tobler

April 2017
## National Conference of State Legislatures Appropriations Schedule

**FY2017**

<table>
<thead>
<tr>
<th>State</th>
<th>Scheduled / Billed</th>
<th>Received to Date</th>
<th>Remaining</th>
<th>Anticipated</th>
<th>Not Anticipated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Alabama</td>
<td>$188,699</td>
<td>$188,699</td>
<td>$</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Alaska</td>
<td>$121,964</td>
<td>107,000</td>
<td>14,964</td>
<td></td>
<td>14,964</td>
</tr>
<tr>
<td>Arizona</td>
<td>217,890</td>
<td>217,890</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Arkansas</td>
<td>158,172</td>
<td>158,172</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>California</td>
<td>650,000</td>
<td>250,000</td>
<td>400,000</td>
<td>400,000</td>
<td>-</td>
</tr>
<tr>
<td>Colorado</td>
<td>195,765</td>
<td>195,765</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Connecticut</td>
<td>168,543</td>
<td>168,543</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Delaware</td>
<td>125,073</td>
<td>119,500</td>
<td>5,573</td>
<td></td>
<td>5,573</td>
</tr>
<tr>
<td>District of Columbia</td>
<td>120,515</td>
<td>120,515</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Florida</td>
<td>428,336</td>
<td>50,000</td>
<td>378,336</td>
<td></td>
<td>378,336</td>
</tr>
<tr>
<td>Georgia</td>
<td>272,675</td>
<td>272,675</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Hawaii</td>
<td>132,856</td>
<td>132,856</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Idaho</td>
<td>136,242</td>
<td>136,242</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Illinois</td>
<td>319,727</td>
<td>-</td>
<td>319,727</td>
<td></td>
<td>319,727</td>
</tr>
<tr>
<td>Indiana</td>
<td>216,978</td>
<td>216,978</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Iowa</td>
<td>160,305</td>
<td>160,305</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Kansas</td>
<td>157,114</td>
<td>157,114</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Kentucky</td>
<td>181,551</td>
<td>181,551</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Louisiana</td>
<td>185,298</td>
<td>185,298</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Maine</td>
<td>131,618</td>
<td>121,751</td>
<td>9,867</td>
<td></td>
<td>9,867</td>
</tr>
<tr>
<td>Maryland</td>
<td>206,526</td>
<td>206,526</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Massachusetts</td>
<td>218,965</td>
<td>218,965</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Michigan</td>
<td>271,112</td>
<td>189,778</td>
<td>81,334</td>
<td></td>
<td>81,334</td>
</tr>
<tr>
<td>Minnesota</td>
<td>198,239</td>
<td>198,239</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Mississippi</td>
<td>158,693</td>
<td>158,693</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Missouri</td>
<td>208,398</td>
<td>-</td>
<td>208,398</td>
<td></td>
<td>208,398</td>
</tr>
<tr>
<td>Montana</td>
<td>126,522</td>
<td>126,522</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Nebraska</td>
<td>140,426</td>
<td>140,426</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Nevada</td>
<td>155,421</td>
<td>155,421</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>New Hampshire</td>
<td>131,537</td>
<td>85,000</td>
<td>46,537</td>
<td></td>
<td>46,537</td>
</tr>
<tr>
<td>New Jersey</td>
<td>264,880</td>
<td>184,000</td>
<td>70,880</td>
<td></td>
<td>70,880</td>
</tr>
<tr>
<td>New Mexico</td>
<td>143,943</td>
<td>137,400</td>
<td>6,543</td>
<td></td>
<td>6,543</td>
</tr>
<tr>
<td>New York</td>
<td>429,931</td>
<td>425,058</td>
<td>4,873</td>
<td></td>
<td>4,873</td>
</tr>
<tr>
<td>North Carolina</td>
<td>270,331</td>
<td>270,331</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>North Dakota</td>
<td>121,768</td>
<td>121,768</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Ohio</td>
<td>298,382</td>
<td>220,770</td>
<td>77,612</td>
<td></td>
<td>77,612</td>
</tr>
<tr>
<td>Oklahoma</td>
<td>172,695</td>
<td>166,244</td>
<td>6,451</td>
<td></td>
<td>6,451</td>
</tr>
<tr>
<td>Oregon</td>
<td>173,981</td>
<td>173,981</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Pennsylvania</td>
<td>317,968</td>
<td>317,968</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Puerto Rico</td>
<td>168,852</td>
<td>168,852</td>
<td>-</td>
<td></td>
<td>168,852</td>
</tr>
<tr>
<td>Rhode Island</td>
<td>127,125</td>
<td>127,125</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>South Carolina</td>
<td>187,738</td>
<td>187,738</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>South Dakota</td>
<td>123,755</td>
<td>123,755</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Tennessee</td>
<td>215,757</td>
<td>215,757</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Texas</td>
<td>540,592</td>
<td>540,592</td>
<td>-</td>
<td></td>
<td>-</td>
</tr>
<tr>
<td>Utah</td>
<td>157,228</td>
<td>157,228</td>
<td>-</td>
<td>157,228</td>
<td>-</td>
</tr>
</tbody>
</table>

Current as of April 10, 2017
## National Conference of State Legislatures
### Appropriations Schedule
#### FY2017

<table>
<thead>
<tr>
<th>State</th>
<th>Scheduled / Billed</th>
<th>Received to Date</th>
<th>Remaining</th>
<th>Anticipated</th>
<th>Not Anticipated</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vermont</td>
<td>120,205</td>
<td>120,205</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Virgin Islands</td>
<td>111,723</td>
<td>111,723</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Virginia</td>
<td>244,477</td>
<td>244,477</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Washington</td>
<td>223,491</td>
<td>111,746</td>
<td>111,746</td>
<td>111,746</td>
<td>-</td>
</tr>
<tr>
<td>West Virginia</td>
<td>140,182</td>
<td>-</td>
<td>140,182</td>
<td>140,182</td>
<td>-</td>
</tr>
<tr>
<td>Wisconsin</td>
<td>203,498</td>
<td>203,498</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Wyoming</td>
<td>118,489</td>
<td>105,150</td>
<td>14,339</td>
<td>-</td>
<td>14,339</td>
</tr>
<tr>
<td>American Samoa</td>
<td>21,959</td>
<td>-</td>
<td>21,959</td>
<td>21,959</td>
<td>-</td>
</tr>
<tr>
<td>Guam</td>
<td>23,636</td>
<td>-</td>
<td>23,636</td>
<td>23,636</td>
<td>-</td>
</tr>
<tr>
<td>Northern Marianas</td>
<td>21,877</td>
<td>-</td>
<td>21,877</td>
<td>21,877</td>
<td>-</td>
</tr>
<tr>
<td>Quebec</td>
<td>36,788</td>
<td>36,788</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Scotland</td>
<td>10,000</td>
<td>-</td>
<td>10,000</td>
<td>10,000</td>
<td>-</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td><strong>$ 11,067,409</strong></td>
<td><strong>$ 8,766,496</strong></td>
<td><strong>$ 2,300,913</strong></td>
<td><strong>$ 1,712,627</strong></td>
<td><strong>$ 588,286</strong></td>
</tr>
</tbody>
</table>

**per cent of total Billed**

- 100.0%
- 79.2%
- 20.8%
- 15.5%
- 5.3%
## NATIONAL CONFERENCE OF STATE LEGISLATURES
### GENERAL FUND
#### REVENUES AND EXPENSES BY CONFERENCE PROGRAM
#### FOR THE PERIOD ENDING
#### 3/31/2017

<table>
<thead>
<tr>
<th></th>
<th>FY'17 AMENDED BUDGET</th>
<th>PRIOR PERIOD BALANCE</th>
<th>YTD ACTUAL</th>
<th>PERCENT</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL FUND REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Appropriations</td>
<td>$10,250,074</td>
<td>$8,051,175</td>
<td>$8,516,496</td>
<td>83.09</td>
</tr>
<tr>
<td>Legislative Summit</td>
<td>2,334,450</td>
<td>2,332,020</td>
<td>2,356,150</td>
<td>100.93</td>
</tr>
<tr>
<td>Legislative Summit Exhibit Revenue</td>
<td>447,825</td>
<td>447,825</td>
<td>447,825</td>
<td>100.00</td>
</tr>
<tr>
<td>Publications Revenue</td>
<td>310,000</td>
<td>181,142</td>
<td>206,909</td>
<td>66.74</td>
</tr>
<tr>
<td>Interest Income</td>
<td>35,000</td>
<td>26,195</td>
<td>30,008</td>
<td>85.74</td>
</tr>
<tr>
<td>Capitol Forum</td>
<td>200,000</td>
<td>202,060</td>
<td>206,362</td>
<td>103.18</td>
</tr>
<tr>
<td>Seminars &amp; Meetings</td>
<td>28,168</td>
<td>33,963</td>
<td>35,153</td>
<td></td>
</tr>
<tr>
<td>Staff Section PDS Meetings</td>
<td>341,842</td>
<td>342,709</td>
<td>342,709</td>
<td>100.25</td>
</tr>
<tr>
<td>Central Services</td>
<td>150,000</td>
<td>85,828</td>
<td>97,637</td>
<td>65.09</td>
</tr>
<tr>
<td>Building Operating Account</td>
<td>1,104,141</td>
<td>726,178</td>
<td>817,505</td>
<td>74.04</td>
</tr>
<tr>
<td>Data Processing Revenue</td>
<td>1,217,532</td>
<td>799,393</td>
<td>902,448</td>
<td>74.12</td>
</tr>
<tr>
<td>Indirect Cost Recovery</td>
<td>1,300,000</td>
<td>935,181</td>
<td>1,044,735</td>
<td>80.36</td>
</tr>
<tr>
<td>Miscellaneous Revenue</td>
<td>115,000</td>
<td>85,561</td>
<td>90,510</td>
<td>78.70</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>$17,834,022</td>
<td>$14,249,219</td>
<td>$15,094,447</td>
<td>84.64</td>
</tr>
</tbody>
</table>

| **STATE POLICY RESEARCH** |                      |                      |            |         |
| Children, Youth & Families | 97,047              | 49,355               | 56,257     | 57.97   |
| Criminal Justice          | 147,672              | 89,798               | 107,031    | 72.48   |
| Education & Job Training  | 148,789              | 107,948              | 132,924    | 89.34   |
| Health Services           | 222,350              | 138,576              | 162,540    | 73.10   |
| Environment, Energy & Transportation | 179,786         | 145,558              | 157,077    | 87.37   |
| Director of State Policy Research | 344,531         | 224,243              | 248,958    | 72.26   |
| **Division Totals**       | 1,140,175            | 755,488              | 864,788    | 75.85   |

| **STATE SERVICES** |                      |                      |            |         |
| Fiscal Affairs        | 654,511              | 436,808              | 485,976    | 74.25   |
| Center for Legislative Research & Support | 995,291          | 610,249              | 693,261    | 69.65   |
| Director of Legislative Studies | 51,685         | 25,678               | 28,267     | 54.71   |
| Leaders' Center & Legislative Training | 352,125         | 242,702              | 279,998    | 79.52   |
| Director of State Services | 383,241          | 239,051              | 254,628    | 66.44   |
| **Division Totals**   | 2,436,833            | 1,554,488            | 1,742,131  | 71.49   |

| **OUTREACH & COMMUNICATIONS** |                      |                      |            |         |
| Member Services & Outreach | 431,357              | 327,087              | 380,829    | 88.29   |
| Digital Communications   | 531,952              | 349,901              | 403,931    | 75.93   |
| Legislative Summit       | 1,635,579            | 1,632,696            | 1,632,698  | 99.82   |
| Exhibits                 | 380,459              | 380,459              | 380,459    | 100.00  |
| Meetings & Seminars      | 202,905              | 134,118              | 146,513    | 72.21   |
| Staff Section PDS Meetings | 341,842           | 342,709              | 342,709    | 100.25  |
| Publications             | 923,252              | 621,213              | 704,776    | 76.34   |
| **Division Totals**      | 4,447,346            | 3,788,184            | 3,991,913  | 89.76   |

| **EXECUTIVE MANAGEMENT** |                      |                      |            |         |
| Office of Executive Director | 1,106,472          | 555,654              | 650,080    | 58.75   |
| Officers & Executive Committee | 260,950            | 161,408              | 180,639    | 69.22   |

4/10/2017
<table>
<thead>
<tr>
<th></th>
<th>FY'17 AMENDED BUDGET</th>
<th>PRIOR PERIOD BALANCE</th>
<th>YTD ACTUAL</th>
<th>PERCENT</th>
</tr>
</thead>
<tbody>
<tr>
<td>International Programs</td>
<td>404,124</td>
<td>287,750</td>
<td>320,595</td>
<td>79.33%</td>
</tr>
<tr>
<td>Division Totals</td>
<td>1,771,546</td>
<td>1,004,813</td>
<td>1,151,314</td>
<td>64.99%</td>
</tr>
<tr>
<td>OPERATIONS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Accounting &amp; Finance</td>
<td>1,257,490</td>
<td>874,834</td>
<td>966,051</td>
<td>76.98%</td>
</tr>
<tr>
<td>Central Services</td>
<td>102,918</td>
<td>86,050</td>
<td>97,883</td>
<td>95.11%</td>
</tr>
<tr>
<td>Building Operating Account</td>
<td>1,125,141</td>
<td>741,552</td>
<td>829,172</td>
<td>73.69%</td>
</tr>
<tr>
<td>Computer Center</td>
<td>1,217,532</td>
<td>799,393</td>
<td>902,448</td>
<td>74.12%</td>
</tr>
<tr>
<td>Director of Operations</td>
<td>596,578</td>
<td>452,381</td>
<td>500,883</td>
<td>83.96%</td>
</tr>
<tr>
<td>Division Totals</td>
<td>4,299,559</td>
<td>2,954,210</td>
<td>3,298,437</td>
<td>76.71%</td>
</tr>
<tr>
<td>STATE-FEDERAL RELATIONS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Federal Budget &amp; Taxation</td>
<td>933,744</td>
<td>582,251</td>
<td>649,972</td>
<td>69.61%</td>
</tr>
<tr>
<td>Human Services</td>
<td>594,734</td>
<td>366,283</td>
<td>379,497</td>
<td>63.81%</td>
</tr>
<tr>
<td>Capitol Forum</td>
<td>187,800</td>
<td>157,852</td>
<td>167,852</td>
<td>84.05%</td>
</tr>
<tr>
<td>Public Affairs</td>
<td>345,809</td>
<td>204,269</td>
<td>229,106</td>
<td>66.29%</td>
</tr>
<tr>
<td>Director of State-Federal Relations</td>
<td>1,864,083</td>
<td>1,107,926</td>
<td>1,246,965</td>
<td>74.93%</td>
</tr>
<tr>
<td>Division Totals</td>
<td>3,725,970</td>
<td>2,418,581</td>
<td>2,663,392</td>
<td>71.48%</td>
</tr>
<tr>
<td>Merit Pool</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>TOTAL EXPENDITURES</td>
<td>17,821,529</td>
<td>12,475,764</td>
<td>13,711,974</td>
<td>76.94%</td>
</tr>
<tr>
<td>REVENUE OVER EXPENDITURES</td>
<td>$ 12,493</td>
<td>$ 1,773,455</td>
<td>$ 1,382,473</td>
<td>n/m</td>
</tr>
</tbody>
</table>
### National Conference of State Legislatures
#### Comparative Balance Sheets

<table>
<thead>
<tr>
<th></th>
<th>March 31, 2017 (Unaudited)</th>
<th>June 30, 2016 Audited</th>
<th>June 30, 2015 Audited</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Assets</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash and cash equivalents</td>
<td>$1,389,955</td>
<td>$209,140</td>
<td>$139,913</td>
</tr>
<tr>
<td>Short-term investments</td>
<td>3,770,004</td>
<td>5,653,752</td>
<td>6,122,220</td>
</tr>
<tr>
<td>Receivables from grants and contracts, net</td>
<td>1,429,806</td>
<td>1,405,079</td>
<td>913,218</td>
</tr>
<tr>
<td>Trade receivables, net</td>
<td>121,448</td>
<td>125,692</td>
<td>61,607</td>
</tr>
<tr>
<td>Appropriations receivable</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Due from the NCSL Foundation</td>
<td>-</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Other receivables</td>
<td>38,154</td>
<td>28,281</td>
<td>13,218</td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>950,484</td>
<td>1,058,151</td>
<td>1,222,790</td>
</tr>
<tr>
<td>Deposits</td>
<td>133,627</td>
<td>310,352</td>
<td>615,419</td>
</tr>
<tr>
<td><strong>Total current assets</strong></td>
<td>7,473,477</td>
<td>8,790,437</td>
<td>9,088,385</td>
</tr>
<tr>
<td>Restricted cash held by trustee</td>
<td>1,768,873</td>
<td>1,115,719</td>
<td>1,115,153</td>
</tr>
<tr>
<td>Capital assets, net</td>
<td>8,849,976</td>
<td>8,997,594</td>
<td>9,445,261</td>
</tr>
<tr>
<td>Due from the NCSL Foundation</td>
<td>317,688</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td><strong>Total non-current assets</strong></td>
<td>10,930,537</td>
<td>10,113,333</td>
<td>10,560,414</td>
</tr>
<tr>
<td><strong>Total Assets</strong></td>
<td>$18,404,013</td>
<td>$18,903,740</td>
<td>$19,648,799</td>
</tr>
<tr>
<td><strong>Deferred Outflows of Resources</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other assets - amortizable issuance costs</td>
<td>96,355</td>
<td>124,196</td>
<td>166,151</td>
</tr>
<tr>
<td><strong>Total Assets and Deferred Outflows of Resources</strong></td>
<td>$18,500,368</td>
<td>$19,027,936</td>
<td>$19,814,950</td>
</tr>
</tbody>
</table>

#### Liabilities

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Current portion of bonds payable</td>
<td>790,000</td>
<td>$790,000</td>
<td>$755,000</td>
</tr>
<tr>
<td>Accounts payable</td>
<td>138,968</td>
<td>907,921</td>
<td>1,161,081</td>
</tr>
<tr>
<td>Accrued liabilities</td>
<td>1,281,393</td>
<td>1,272,052</td>
<td>1,167,295</td>
</tr>
<tr>
<td>Deferred revenue</td>
<td>7,194,700</td>
<td>8,167,355</td>
<td>7,911,917</td>
</tr>
<tr>
<td>Other current liabilities</td>
<td>197,087</td>
<td>245,840</td>
<td>291,207</td>
</tr>
<tr>
<td>Due to the NCSL Foundation</td>
<td>-</td>
<td>67,839</td>
<td>133,904</td>
</tr>
<tr>
<td><strong>Total current liabilities</strong></td>
<td>9,602,148</td>
<td>11,450,817</td>
<td>11,420,404</td>
</tr>
<tr>
<td>Bonds payable, net of current portion</td>
<td>4,525,000</td>
<td>4,525,000</td>
<td>5,315,000</td>
</tr>
<tr>
<td>Bond premium</td>
<td>212,405</td>
<td>273,779</td>
<td>368,266</td>
</tr>
<tr>
<td><strong>Total long term liabilities</strong></td>
<td>4,737,405</td>
<td>4,798,779</td>
<td>5,681,266</td>
</tr>
<tr>
<td><strong>Total liabilities</strong></td>
<td>14,339,553</td>
<td>16,249,536</td>
<td>17,101,670</td>
</tr>
</tbody>
</table>

#### Net assets

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Invested in capital assets, net of related debt</td>
<td>3,412,925</td>
<td>3,533,001</td>
<td>3,175,146</td>
</tr>
<tr>
<td>Restricted cash held by trustee</td>
<td>1,768,873</td>
<td>1,115,719</td>
<td>1,115,153</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>(1,020,983)</td>
<td>(1,870,330)</td>
<td>(1,577,019)</td>
</tr>
<tr>
<td><strong>Total net assets</strong></td>
<td>4,160,814</td>
<td>2,778,340</td>
<td>2,713,280</td>
</tr>
<tr>
<td><strong>Total Liabilities and Net Assets</strong></td>
<td>$18,500,368</td>
<td>$19,027,936</td>
<td>$19,814,950</td>
</tr>
</tbody>
</table>
National Conference of State Legislatures  
Comparative Statement of Revenues, Expenses and Change in Net Assets

<table>
<thead>
<tr>
<th></th>
<th>3/31/2017 (unaudited)</th>
<th>FY16 Audited</th>
<th>FY15 Audited</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Operating Revenue:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State Appropriations</td>
<td>$8,516,496</td>
<td>$9,764,057</td>
<td>$9,665,160</td>
</tr>
<tr>
<td>Grants and contracts</td>
<td>9,426,724</td>
<td>12,715,623</td>
<td>11,051,323</td>
</tr>
<tr>
<td>Meeting registration fees</td>
<td>2,321,647</td>
<td>2,473,473</td>
<td>1,912,479</td>
</tr>
<tr>
<td>Private contributions</td>
<td>2,730,826</td>
<td>3,890,611</td>
<td>3,486,359</td>
</tr>
<tr>
<td>Sales of publications and exhibits</td>
<td>629,027</td>
<td>692,889</td>
<td>740,057</td>
</tr>
<tr>
<td>Data processing services</td>
<td>84,385</td>
<td>79,373</td>
<td>73,690</td>
</tr>
<tr>
<td>Other revenue</td>
<td>232,658</td>
<td>348,803</td>
<td>289,937</td>
</tr>
<tr>
<td><strong>Total Operating Revenue</strong></td>
<td>23,941,763</td>
<td>29,964,829</td>
<td>27,219,005</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Operating Expenses:</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>9,382,026</td>
<td>11,831,193</td>
<td>11,081,467</td>
</tr>
<tr>
<td>Travel and conferences</td>
<td>4,355,195</td>
<td>5,493,326</td>
<td>4,786,353</td>
</tr>
<tr>
<td>Employee benefits</td>
<td>3,095,664</td>
<td>5,067,759</td>
<td>3,853,701</td>
</tr>
<tr>
<td>Consultants and contract services</td>
<td>3,042,280</td>
<td>3,990,647</td>
<td>3,821,247</td>
</tr>
<tr>
<td>Rent and property maintenance</td>
<td>896,788</td>
<td>1,152,052</td>
<td>1,452,989</td>
</tr>
<tr>
<td>Office expenses</td>
<td>585,804</td>
<td>664,528</td>
<td>587,722</td>
</tr>
<tr>
<td>Printing, publications and film</td>
<td>376,604</td>
<td>533,410</td>
<td>563,907</td>
</tr>
<tr>
<td>Electronic data services</td>
<td>287,314</td>
<td>366,258</td>
<td>138,465</td>
</tr>
<tr>
<td>Depreciation</td>
<td>274,392</td>
<td>474,698</td>
<td>555,703</td>
</tr>
<tr>
<td>Other</td>
<td>113,395</td>
<td>105,523</td>
<td>59,706</td>
</tr>
<tr>
<td><strong>Total Operating Expenses</strong></td>
<td>22,409,463</td>
<td>29,679,794</td>
<td>26,901,260</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Operating Income</strong></td>
<td>$1,532,301</td>
<td>$285,335</td>
<td>$317,745</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Non-operating Income and Expenses</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Interest and dividend income</td>
<td>35,220</td>
<td>38,861</td>
<td>35,867</td>
</tr>
<tr>
<td>Interest expense</td>
<td>(185,047)</td>
<td>(259,336)</td>
<td>(290,245)</td>
</tr>
<tr>
<td><strong>Total Non-operating Income and Expenses</strong></td>
<td>(149,827)</td>
<td>(220,475)</td>
<td>(254,379)</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Increase in Net Assets</strong></td>
<td>1,382,474</td>
<td>65,060</td>
<td>63,367</td>
</tr>
<tr>
<td><strong>Total Net Assets, beginning of period</strong></td>
<td>2,778,340</td>
<td>2,713,280</td>
<td>2,649,913</td>
</tr>
<tr>
<td><strong>Total Net Assets, end of period</strong></td>
<td>$4,160,814</td>
<td>$2,778,340</td>
<td>$2,713,280</td>
</tr>
</tbody>
</table>
Grant and Contract Report, April 2017

NCSL Grant Solicitation Guidelines

1. NCSL’s primary objective in fund raising is to pursue grants on issues that are important to legislators. Among the measures of importance are information requests, requests for technical assistance, currently filed legislation, a federal initiative to which states must respond, priorities set by the Executive Committee, or a topic that NCSL staff foresee coming to center stage.

2. NCSL will consider topics that enhance established strengths of the organization to provide greater depth to legislators as they consider increasingly complex facets of an issue.

3. Where the issue is new to the organization, staff will consider how quickly it can develop expertise to ensure sustainability should future grant funding end.

4. NCSL will focus its fund raising on topics where reliable and impartial sources of information are not readily available to legislators to avoid duplication of efforts. Where credible resources exist, NCSL will serve as a broker to facilitate access to information.

5. NCSL will not accept funding from a source unless it agrees that:

   - NCSL will not advocate the funder's position on an issue (unless it is consistent with NCSL policy adopted under NCSL bylaws); and
   - NCSL will maintain total direction and editorial control over the operation and work produced under the grant.

Despite being able to ensure that these guarantees are in place, NCSL understands that there may be a perceived conflict of interest in pursuing grant funding from certain sources. Staff must thoroughly assess these risks and be confident that it can justify any such funding to NCSL’s Executive Committee, which retains final authority to approve or reject any grant proposal, before proceeding with negotiations.

6. In negotiating final grant conditions, NCSL and the funder must agree to the scope and timing of the proposal, project deliverables and budget.
New Projects Requiring Executive Committee Approval

1. Building the Next Generation of Legislative Higher Education Leaders

Source: Smith Richardson Foundation; Knight Foundation; other TBD
Amount: $500,000
Direct/Indirect Costs: $514,912 - Direct Costs; $51,491 - Indirect Costs (@ 10% of Direct Costs)
Description: The goal of this work is to develop the long-term capacity of state legislatures to effectively address and solve urgent post-secondary education issues. It creates a "Higher Education Fellows" program to consists of 20-25 legislators each year who are nominated by legislative leadership who will meet to study and discuss issues and strategies.
Likelihood of Funding: 50%
Time Period: May 1, 2017 to April 30, 2019
Deliverables: Two cycles – legislators will be appointed by leadership each year and will serve for two years; and four to six briefs/papers.
Submitted to EC: April 22, 2017
Project Director: Julie Davis Bell, Group Director, Education Program

2. Engaging State and Local Policymakers in Partnerships to Eliminate Health Disparities

Source: Office of Minority Health
Amount: $400,000
Direct/Indirect Costs: $357,016 - Direct Costs; $42,984 - Indirect Costs (@ 53.5% of salaries)
Description: This project will facilitate the use of data to educate key state and local policymakers to help them make evidence-informed, data-driven policy decisions to identify and eliminate health disparities. This is the first year of a five-year project which include subcontracts with two partner organizations ($125,000 each year).
Likelihood of Funding: 50%
Time Period: July 1, 2017 to June 30, 2018
Deliverables: Two publications each year; one multi-state seminar; and one web page with legislative tracking each year.
Submitted to EC: April 22, 2017
Project Director: Martha King, Group Director, and Kate Blackman, Senior Policy Specialist, Health Program

3. National Indoor Environments Program: Reducing Public Exposure to Indoor Pollutants

Source: U.S. Environmental Protection Agency
Amount: $292,000
Direct/Indirect Costs: $219,981 - Direct Costs; $77,222 - Indirect Costs (@ 53.3% of salaries)
Description: The National Conference of State Legislatures (NCSL) Environmental Health Program proposes to perform the following tasks for a three-year cooperative agreement with the EPA Office of Indoor Air on education and outreach to state legislators, agency staff, policymakers and IAQ partners on policies to reduce people's exposure to indoor air contaminant in homes, schools and other buildings, with a focus on the priority areas of radon, and comprehensive interventions into homes, schools and other buildings. Awards will be announced in May 2017.
Likelihood of Funding: 50%
Time Period: October 2, 2017 to September 30, 2020
Deliverables: Five Issue Briefs; three webinars; and technical assistance for outreach to state legislatures on IAQ.
Submitted to EC: April 22, 2017
Project Director: Doug Farquhar, Program Director, Environment, Energy and Transportation Program
4. Three Branch Institute on Improving Child Safety and Preventing Child Fatalities

Source: Casey Family Programs Foundation
Amount: $175,696
Direct/Indirect Costs: $175,696 - Direct Costs; $0 – Indirect Costs (@ 0% of Direct Costs)
Description: NCSL, in partnership with Casey Family Programs, the NGA Center on Best Practices, the National Center for State Courts and the National Council for Juvenile and Family Court Judges, will engage eight state teams consisting of legislators, executive branch representatives and judicial branch – Alabama, Kentucky, Oregon, Tennessee, Virginia, West Virginia and Wisconsin in an Institute on child safety and fatality. The project will also include an update of Indian Child Welfare material in collaboration with the State Tribal Institute.
Likelihood of Funding: FUNDED at $175,696
Time Period: January 1, 2017 to December 31, 2017
Deliverables: One national convening with eight state teams and ongoing technical assistance; online web document update; four quarterly newsletters; and one Indian Child Welfare web updates.
Submitted to EC: April 22, 2017
Project Director: Nina Williams-Mbengue, Program Director, Children and Families Program

5. State Policy Options and Opportunities to Improve Oral Health

Source: DentaQuest Foundation
Amount: $167,874
Direct/Indirect Costs: $145,977 - Direct Costs; $21,897 – Indirect Costs (@ 15% of Direct Costs)
Description: NCSL will highlight effective policies and practices, share lessons learned among state decision-makers and support the DentaQuest Foundation Oral Health for all 2020 network in achieving its goals and targets. Through our work with DQF, we intend to deliver high-quality information and research to the nation’s network in achieving its goals and targets. Through our work with DQF, we intend to deliver high-quality information and research to the nation’s 7,383 state legislators and legislative staff in all states, D.C. and the territories.
Likelihood of Funding: FUNDED at $167,874
Time Period: April 1, 2017 to March 31, 2018
Deliverables: One oral health session at Legislative Summit; one Legisbrief; two oral health blogs; and one issue brief.
Submitted to EC: April 22, 2017
Project Director: Martha King, Group Director, Health Program

Status of Previously Approved Projects: Changes in status since the last report are shown in BOLD CAPITALS on the Likelihood of Funding line.

6. Facilitating Occupational Licensing Review and Improvements Across States

Source: U.S. Dept. of Labor, Employment and Training Administration
Amount: $7,500,000
Direct/Indirect Costs: $6,956,857 - Direct Costs; $543,142 – Indirect Costs (@ 53.3% of Salaries)
Description: This proposal is for a three-year cooperative agreement with sub-awards to the National Governors Association (NGA) and the Council of State Governments (CSG). NCSL, in partnership with NGA and CSG, proposes a multistate project to review and improve portability and reciprocity of licensed occupations across state lines. The occupations under review for this project will be those that do not require a college degree.
Likelihood of Funding: FUNDED at $7,500,000
Time Period: January 1, 2017 to December 31, 2019
Deliverables: Three multi-state meetings; 20 in-state meetings; technical assistance; publications, webinars, blogs, conference calls; and a final report.
EC Approval Date: January 14, 2017
Project Director: Suzanne Hultin, Program Director, Strategic Initiatives
7. **State Tax Policy Modernization Study**  
Source: The Laura and John Arnold Foundation  
Amount: $750,000  
Direct/Indirect Costs: $705,208 - Direct Costs; $35,260 - Indirect Costs (@ 5% of Direct Costs)  
Description: This proposal is for a two-year project to assemble a work group that will review research and produce a report that provides policymakers with evidence-based information on a practical and bipartisan approach to tax policy modernization.  
Likelihood of Funding: **Deferred to the fall board meeting; likelihood of funding reduced to 25%**  
Time Period: March 1, 2017 to February 28, 2019  
Deliverables: Four meetings; five technicalassistance; one report; and one magazine article.  
EC Approval Date: January 14, 2017  
Project Director: Arturo Pérez, Group Director, Fiscal Affairs Program

8. **State Opportunities for Improving Equity under ESSA**  
Source: Kellogg Foundation  
Amount: $500,000  
Direct/Indirect Costs: $435,483 - Direct Costs; $64,517 - Indirect Costs (@ 15% of Direct Costs)  
Description: This work helps inform legislators about opportunities and legislative levers under the new Every Student Succeeds Act (ESSA) to improve educational equity. Legislators will have data, information and learning opportunities about requirements, timelines, policy examples, innovative practice, and research findings for specific policies they may be considering.  
Likelihood of Funding: **Increased to 85% from 60%**  
Time Period: January 15, 2017 to December 31, 2018  
Deliverables: Six to eight publications/briefs; four in-department workshops/site visits; three to four meeting sessions; and two website/legislative tracking.  
EC Approval Date: January 14, 2017  
Project Director: Julie Davis Bell, Group Director, Education Program

9. **Immigration and the States**  
Source: Carnegie Corporation of New York  
Amount: $200,000  
Direct/Indirect Costs: $173,906 - Direct Costs; $26,086 - Indirect Costs (@ 15% of Direct Costs)  
Description: This project will track, summarize and disseminate information on state bills, laws and resolutions related to refugees, immigrants and the impact on the states. It will also provide support for meetings of NCSL’s Task Force on Immigration.  
Likelihood of Funding: **Funded at $200,000**  
Time Period: February 1, 2017 to January 31, 2019  
Deliverables: Four reports on state immigration laws; two LegisBriefs; and two meetings.  
EC Approval Date: January 14, 2017  
Project Director: Ann Morse, Program Director, Immigrant Policy Project, Hunger Partnership

10. **Strengthening Partnerships with State Legislatures to Promote Safety of FDA Regulated Products**  
Source: U.S. Health & Human Services – Food and Drug Administration  
Amount: $175,000  
Direct/Indirect Costs: $129,695 - Direct Costs; $45,305 - Indirect Costs (@ 53.3% of Salaries)  
Description: To promote the safety of FDA regulated products and advance public health through strengthened collaboration and partnerships with state legislatures.  
Likelihood of Funding: **Still under consideration; 50%**  
Time Period: TBD
Deliverables: Meetings; State Legislatures magazine article; and a report.
EC Approval Date: August 7, 2016
Project Director: Doug Farquhar, Program Director, Environment, Energy and Transportation Program; and Dick Cauchi, Program Director, Health Program

11. NCSL Transportation Leaders Meeting
Source: TBD. 5 to 6 organizations as sponsors. Confirmed support from AAA, Reason Foundation and the foundation for Advancing Alcohol Responsibility to date.
Amount: $120,000
Direct/Indirect Costs: $118,331 - Direct Costs; $1,669 - Indirect Costs (@ 5% of Salaries)
Description: NCSL proposes to convene an invitational meeting for state legislative transportation leaders in 2017. NCSL would invite and gather 25-35 state transportation legislative leaders for a day and a half meeting to listen and learn from their legislative peers and transportation industry, government, advocacy and academic leaders.
Likelihood of Funding: FUNDED at $50,000 to date; goal is $120,000
Time Period: March 27, 2017 to May 31, 2018
Deliverables: One invitational meeting; two NCSL blogs; and two issue briefs.
EC Approval Date: January 14, 2017
Project Director: Douglas Shinkle, Program Director, Environment, Energy and Transportation Program

12. Drinking Water Infrastructure Challenges and Vulnerable Communities; Children Impacted by Lead Hazards
Source: W.K. Kellogg Foundation
Amount: Reduced to $10,000 from $100,000
Direct/Indirect Costs: $10,000 - Direct Costs;
Description: This effort seeks to focus on two cities with water infrastructure issues affecting children’s health: Flint, MI and Jackson, MS. The children of these two cities will have long-term impacts not just on their health, but on their ability to learn, grow and live a long and productive life. Both cities have significant child populations with elevated blood lead levels that are increasing. The legislators from these two cities have important lessons to share regarding their water crises; how they addressed the problem, how they modified state policy, how they reassured the public to have faith in government.
Likelihood of Funding: Still under consideration; 75%
Time Period: January 2017 to December 2017
Deliverables: Web report and possible ancillary session at Legislative Summit.
EC Approval Date: October 8, 2016
Project Director: Doug Farquhar, Program Director, Environment, Energy and Transportation Program

13. Strengthening Rural Education: State Legislative Action: NOT FUNDED


15. State Legislative Responses to Behavioral Health Needs of Justice-Involved Individuals: NOT FUNDED

Status of Renewals

16. Annie E. Casey Partnership
Source: Annie E. Casey Foundation
Amount: $670,000 + $25,000
Description: Funding is for multiple NCSL projects on family economic opportunity, child welfare, juvenile justice, human services chairs meeting and the State Tribal Institute with an increase of $25,000 for a publication on human services.
Likelihood of Funding: FUNDED at $695,000.
Time Period: January 1, 2017 to December 31, 2017
Deliverables: Three Legislative Summit program sessions; four conferences/seminars/workshops; two State Legislative magazine articles; and three state technical assistances.
Reported to EC: April 22, 2017
Project Director: Mary Fairchild, Group Director, Foundation for State Legislatures

17. Legislative Research and Information
Source: Laura and John Arnold Foundation
Amount: $161,380
Description: The Criminal Justice Program will continue to research, prepare and disseminate information on pretrial policies, including maintaining an enactment database. The project also will track information on police use of body cameras and law enforcement trends.
Likelihood of Funding: Still under consideration at 85%.
Time Period: October 1, 2016 to September 30, 2017
Deliverables: Two enactment reports; two policy charts; one sponsored luncheon; and two publications.
Reported to EC: October 8, 2016
Project Director: Donna Lyons, Group Director, Criminal Justice Program

FUNDED PROPOSALS UNDER $100,000

New Projects

18. Early Learning Fellows Program
Source: Buffet Early Childhood Fund
Amount: $50,000
Description: The Early Learning Fellows is an annual program designed to support legislators and legislative staff who are experienced or emerging leaders on early childhood and early education issues who want to expand their knowledge and learn from other legislators, researchers and policy experts in the early education field. This funding helps to support legislator travel and meeting expenses as well as webinars.
Likelihood of Funding: FUNDED at $50,000
Time Period: March 20, 2017 to December 31, 2017
Deliverables: Two Fellows Meetings and two webinars.
Reported to EC: April 22, 2017
Project Director: Robyn Lipkowitz, Program Director, Children and Families Program

Source: Concepts Communications, Inc. (through a U.S. Department of Labor Grant)
Amount: $50,000
Description: NCIL will provide research, expertise and technical assistance to state policymakers and federal colleagues on state policy and legislation regarding state disability employment policies and related topics like transportation, hiring, tax incentives, technology, career readiness and entrepreneurship.
Likelihood of Funding: FUNDED at $50,000
Time Period: February 1, 2017 to June 21, 2017
Deliverables: Two technical assistance for two states; two webinars; one state legislation database; and one State Legislatures magazine article.
Reported to EC: April 22, 2017
Project Director: Jim Reed, Group Director, Environment, Energy and Transportation Program
20. Manufacturing Extension Partnership Support of NCSL Jobs Summit and Other Related Activities

Source: State Science and Technology Institute
Amount: $25,000
Description: This project is a cooperative agreement between NCSL and the State Science and Technology Institute that provides funds on behalf of the Manufacturing Extension Partnership in $25,000 increments over five years. The funds will be used to support two NCSL Jobs Summits in 2017 and 2019 as well as various sessions on manufacturing at NCSL Legislative Summits and to support the work of the NCSL Labor and Economic Development Committee.
Likelihood of Funding: FUNDED at $25,000
Time Period: December 9, 2016 to June 30, 2017
Deliverables: One LegisBrief; two sessions at Legislative Summit; and the Jobs Summits.
Reported to EC: April 22, 2017
Project Director: Mandy Rafool, Program Director, Fiscal Affairs Program

21. Environmental Health Laboratories

Source: Association of Public Health Labs
Amount: $20,000
Description: NCSL will work to increase the knowledge of legislators about the role that state laboratories play in protecting the public from environmental health threats.
Likelihood of Funding: FUNDED at $20,000
Time Period: January 31, 2017 to June 30, 2017
Deliverables: One biomonitoring report; one webinar; and one state environmental health legislative summary.
Reported to EC: April 22, 2017
Project Director: Doug Farquhar, Program Director, Environment, Energy and Transportation Program

22. 2017 Washington Joint Legislative Audit and Review Committee Peer Review

Source: Washington JLARC
Amount: $14,222
Description: The Washington Joint Legislative Audit and Review Committee is contracting with NCSL/NLPEs to perform its 2017 peer review. The peer review is necessary because JLARC adheres to Government Auditing Standards that require peer reviews every three years. NCSL/NLPEs performed JLARC’s peer reviews in 2007, 2011 and 2014.
Likelihood of Funding: FUNDED at $14,222
Time Period: March 24, 2017 to July 7, 2017
Deliverables: One onsite visit; one draft report; one compliance letter; and one final report.
Reported to EC: April 22, 2017
Project Director: Brenda Erickson, Program Principal, Legislative Staff Services Program

23. Kenya Parliamentary Service Staff Seminar

Source: Kenya National Parliament
Amount: $10,000
Description: NCSL will assist in the establishment of new member orientation programs for the Kenyan Parliament through engagement with NCSL staff, LSACC members and legislative staff from the New Mexico and Utah legislatures.
Likelihood of Funding: FUNDED at $10,000
Time Period: March 11, 2017 to April 25, 2017
Deliverables: One study tour.
Reported to EC: April 22, 2017
Project Director: Kathy Brennan Wiggins, Group Director, International Program
Renewal Projects Under $100,000

24. Support for Educating State Legislatures on Military Issues
Source: U.S. Department of Defense
Amount: $82,676
Description: This funding assists NCSL in its staffing of the Military and Veterans Affairs Task Force. It also provides support for research and writing on key military and veterans issues, the maintenance of the NCSL state legislation database on military and veterans bills and resolutions, and the answering of military and veterans inquiries from NCSL constituents.
Likelihood of Funding: FUNDED at $82,676
Time Period: March 30, 2017 to March 29, 2018
Deliverables: Three NCSL Task Force on Military and Veterans Affairs meetings; one military and veterans affairs database; and four educational publications.
Reported to EC: April 22, 2017
Project Director: Jim Reed, Group Director, Environment, Energy and Transportation Program

25. Child Support Enforcement State Legislative Support Project
Source: U.S. DHHS, Office of Child Support Enforcement
Amount: $78,500
Description: This project will enable NCSL to track the changes and innovations in states’ child support programs and help legislators identify ways they can strengthen their child support systems while still maintaining concern for privacy and state flexibility.
Likelihood of Funding: FUNDED at $78,500
Time Period: May 1, 2017 to April 30, 2018
Deliverables: One educational session; four web briefs; one legislative database; and four quarterly newsletters.
Reported to EC: April 22, 2017
Project Director: Rochelle Finzel, Group Director, Children and Families Program

26. ARTBA Transportation Funding and Financing Meeting Assistance
Source: American Road and Transportation Builders Association (ARBTA)
Amount: $13,000
Description: NCSL will assist with ARTBA’s P3 conference and the Transportation Investment Advocacy Center’s State & Local Workshop in July 2017 by planning two panels and identifying legislator speakers and participants. This is the third year NCSL has partnered with ARTBA.
Likelihood of Funding: FUNDED at $13,000
Time Period: March 1, 2017 to December 31, 2017
Deliverables: Two panels.
Reported to EC: April 22, 2017
Project Director: Douglas Shinkle, Program Director, Environment, Energy and Transportation Program

27. Improving Kindergarten – 3rd Grade Quality
Source: Education Commission of the States
Amount: $9,914
Description: This is the second year of this project. Funding will support year two deliverables that focus on supporting states with improving K-3 quality.
Likelihood of Funding: FUNDED at $9,914
Time Period: January 3, 2017 to December 29, 2017
Deliverables: Two technical assistances; one editing publication; six bi-monthly conference calls; and two sharing findings at NCSL meetings.
Reported to EC: April 22, 2017
Project Director: Matt Weyer, Senior Policy Specialist, Education Program; and Robyn Lipkowitz, Program Director, Children and Families Program
NCSL Staff Bios for New Projects Requiring Executive Committee Approval

**Julie Davis Bell**
Julie Davis Bell is the Education Program Director for the National Conference of State Legislatures. She has been with NCSL for 26 years and has directed the Education Program for 23 years. She oversees the 12-person Education Program staff and is responsible for setting priorities, responding to constituent needs and requests, developing new education projects, and interfacing with other national education policy organizations. She also serves as the program policy specialist for higher education issues. She speaks and writes regularly about education and legislative issues. Julie received her Ph.D. in Political Science from the University of California at Davis in 1986.

**Martha King**
Martha King is group director for Health in NCSL’s Denver office. She has been with NCSL for over 20 years, working on a variety of issues, including Medicaid, public health, health priorities, State Children’s Health Insurance Program, maternal and child health, health access, mental health and developmental disabilities. Before joining NCSL, Martha worked as policy staff for the Colorado General Assembly for seven years.

**Kate Blackman**
Kate Blackman serves as a senior policy specialist for NCSL’s Health Program. She has been with NCSL for nearly three years, and manages projects focused on injury and violence prevention, health disparities, and other public health topics. She also specializes in access to care and rural health issues, such as telehealth. Kate holds a B.A. in journalism, Master of Social Work and Master of Public Health from the University of North Carolina at Chapel Hill.

**Doug Farquhar**
Doug Farquhar is a program director for environmental health in the Environment, Energy and Transportation Program in NCSL’s Denver office. He directs the program that performs legislative analysis and outreach on state and federal environmental health laws and provides technical assistance to state legislators and agency staff on state and federal environmental health and trade policies.

**Nina Williams-Mbengue**
Nina Williams-Mbengue is a program director in the Children and Families Program in NCSL’s Denver office. She coordinates NCSL’s work on child welfare issues. Nina has been a member of the Child Welfare Project for 18 years where she provides a range of informational services to state legislators and legislative staff through technical assistance, educational session development, publications, legislative educational presentations and testimony and research on child welfare issues. Her areas of expertise include kinship care, child fatality review, the federal Child and Family Service Reviews, abandoned infants, child protective services reform, foster care, and children of color.
Member Outreach and Communications Subcommittee

Saturday, April 22, 2017
12:30 – 1:30 p.m.
Senate Finance Committee Room 322
New Mexico State Capitol

AGENDA

1. Welcome and Introductions - Senator Toi Hutchinson, Chair, NCSL Vice President

2. Legislative Summit
   a. 2017 Host Committee Report
   b. Summit Schedule
   c. Issue Sessions and Deep Dives

3. Options for Strengthening State Visits

4. Social Media Impact

5. Other Business
2016 – 2017 Member Outreach & Communication Subcommittee

Jurisdiction: The Member Outreach & Communication Subcommittee is responsible for program development and review of NCSL’s many programs, services and communication with state legislatures. This includes the NCSL website, e-learning, publications, NCSL committees and task forces, annual meetings, public affairs, and strategic plan review and implementation.

<table>
<thead>
<tr>
<th>Senator Toi Hutchinson, Illinois</th>
<th>Chuck Truesdell, Kentucky</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Staff Chair</td>
</tr>
<tr>
<td>Senator Brandt Hershman, Indiana</td>
<td>Wendy Jackson, Wisconsin</td>
</tr>
<tr>
<td>Vice Chair</td>
<td>Staff Vice Chair</td>
</tr>
</tbody>
</table>

Legislator Members

1. Assemblywoman Irene Bustamante, Adams, NV
2. Senator Bill Cowser, GA
3. Senator Andre Cushing, ME
4. Representative Dan Flynn, TX
5. Senator Brent Hill, ID
6. Senator Wally Horn, IA
7. Senator Neville James, VI
8. Delegate Sally Jameson, MD
9. Representative Jay Kaufman, MA
10. Representative Helene Keeley, DE
11. Senator Delores Kelley, MD
12. Representative Brian Kennedy, RI
13. Senator Karen McConnaughay, IL
14. François Ouimet, MNA, Quebec
15. Representative Scott Saiki, HI
16. Speaker Pete Schwartzkopf, DE
17. Representative Julie Stokes, LA
18. Senator Bo Watson, TN

Staff Members

1. Jonathan Ball, UT
2. Nancy Cyr, NE
3. Randy Dowell, OK
4. Sonia Gavin, MT
5. J.J. Gentry, SC
6. Russell Humphrey, TN
7. Debra Levine, NY
8. G. Paul Nardo, VA
9. Joel Redding, KY

(Total: 29 members)

NCSL Staff

Nancy Rhyme
Karen Hansen

April 2017
<table>
<thead>
<tr>
<th>SATURDAY 8/5</th>
<th>SUNDAY 8/6</th>
<th>MONDAY 8/7</th>
<th>TUESDAY 8/8</th>
<th>WEDNESDAY 8/9</th>
</tr>
</thead>
<tbody>
<tr>
<td>Registration: 7:30 a.m. - 5 p.m.</td>
<td>Registration: 7:30 a.m. - 5 p.m.</td>
<td>Registration: 7:30 a.m. - 5 p.m.</td>
<td>Registration: 7:30 a.m. - Noon</td>
<td>Exhibit Hall: 9 a.m. - Noon</td>
</tr>
<tr>
<td>Pre-Conference Sessions</td>
<td>Exhibit Hall: 10 a.m. - 4 p.m.</td>
<td>Standing Committee Breakfasts 7:30 – 8:30 a.m.</td>
<td>Exhibit Hall: 10 a.m. - 4 p.m.</td>
<td>Donald Trump: 9 a.m. - Noon</td>
</tr>
<tr>
<td>NCSL Task Forces</td>
<td></td>
<td>NCSL Staff Sections 7:45 – 8:45 a.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>International Program 7:30 a.m. – 12:45 p.m.</td>
<td></td>
<td>Standing Committee Business Meetings 8:45 – 10 a.m.</td>
<td></td>
<td>Republican and Democratic Breakfasts 8 – 9:15 a.m.</td>
</tr>
<tr>
<td>Newly Elected Roundtable 9:30 – 11:30 a.m.</td>
<td></td>
<td>Standing Committees 10:15 – 11:45 a.m.</td>
<td></td>
<td>Legislative Staff Breakfast 8 – 9:15 a.m.</td>
</tr>
<tr>
<td>Legislative Summit Orientation 11:45 a.m. – 1 p.m.</td>
<td></td>
<td>Legislative Staff University 10 – 11:45 a.m.</td>
<td></td>
<td>NCSL Staff Sections 9:30 a.m. – Noon</td>
</tr>
<tr>
<td>General Session 1 – 2 p.m.</td>
<td></td>
<td>Steering Committee 11:45 a.m. – 12:15 p.m.</td>
<td></td>
<td>Issue Sessions 9:30 – 10:45 a.m. and 11 a.m. – 12:15 p.m.</td>
</tr>
<tr>
<td>Standing Committees 2:15 – 5:30 p.m.</td>
<td></td>
<td>Standing Committee Lunchees Noon – 1:15 p.m.</td>
<td></td>
<td>2018 Kick-Off Luncheon 12:30 – 2:15 p.m.</td>
</tr>
<tr>
<td>NCSL Staff Sections 2:15 – 5:30 p.m.</td>
<td></td>
<td>International Program Noon – 5 p.m.</td>
<td></td>
<td>Ancillary Events 2:15 – 5 p.m.</td>
</tr>
<tr>
<td>Standing Committee Business Meetings 4 – 5:30 p.m.</td>
<td></td>
<td>Standing Committees 1:30 – 3 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Steering Committee 5:30 – 6 p.m.</td>
<td></td>
<td>NCSL Business Meeting 3:15 – 5 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>NCSL Staff Sections 3:45 – 5 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>NCSL Staff Sections 3:45 – 5:30 p.m.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Event at The Lawn on D 5:30 – 7:30 p.m.</td>
<td>States' Night</td>
<td>Social Event at Fenway Park 6:30 – 9 p.m.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

*All meetings will take place at the Boston Convention & Exhibition Center unless otherwise noted.
DEEP DIVES

Beyond the Horizon: U.S. Economic Outlook

The national economy continues to improve, but revenue growth in states remains weak. Demographic shifts, proposed federal policies, and the possibility of major changes in spending priorities challenge lawmakers as they navigate a recovery unlike any other in recent history.

What You’ll Learn:

- What works to promote growth during a recovery.
- How to overcome challenges in taxation, volatile energy prices and other issues.
- How to apply an economic forecasting model used by banks to help your state prepare for what’s ahead.

The Changing Nature of Jobs: Is Our Workforce Prepared?

While the current national unemployment rate is under five percent, millions of Americans still feel left out of the tepid economic expansion we’ve experienced since the Great Recession. Learn how states and the private sector are working together to address the skills gap and get unemployed and under-employed Americans back to work, focusing on job training and career readiness.

What You’ll Learn:

- The different measures of unemployment and how much “slack” is really in the labor market today (hint: it’s significant).
- What regions and occupations are facing notable mismatches in terms of supply and demand of qualified workers.
- How private companies and educators are partnering to create a pipeline of job-ready applicants.

Communicate to Succeed

If there were only one skill that would determine your success as a legislator, staffer or lobbyist, it would probably be the ability to communicate your ideas efficiently and effectively. You’ll gain practical tips and acquire the tools needed to give short, compelling presentations.

What You’ll Learn:

- How to make your speeches funny, memorable and moving.
- How to become a master storyteller.
- How to use visual graphics most effectively.

Disruptive Innovation in Higher Education

With ever-increasing tuition, sky-high student debt and stagnant graduation rates, higher education is in need of real disruption. We’ll guide you through innovative strategies that could bring about significant change in higher education.

What You’ll Learn:

- New types of colleges.
- Different ways to teach that produce better student results.
- New finance models and ideas to slow down tuition increases.
Fixing Health Care: What’s Next?

Federal proposals to replace the Affordable Care Act portend dramatic changes for states. From the most visible features such as health exchanges, insurance subsidies and the Medicaid expansion, to lesser known provisions, such as payment reforms and financing sources, states face major unknowns.

What You’ll Learn:

- The latest developments from Washington, D.C., and what they mean.
- What new responsibilities and opportunities states have to improve health systems.
- How states have responded, including what’s working and what’s not.

Police Community Relations

Policing is at the forefront of many American racial and equity tensions. Last year, 64 officers and 963 civilians were shot and killed during police interactions—tragedies that highlight the need for action. There are no easy solutions. Building trust to find a path forward will take hard work, resources and mutual respect. Find out how to be a part of meeting this challenge.

What You’ll Learn:

- How collaborative efforts by lawmakers, community leaders and police officials can promote the unbiased administration of justice.
- Ideas to bolster transparency and accountability between communities and their police force.
- How analyzing data from individual police interactions can shape better policy.

ISSUE FORUMS & COMMITTEE SESSIONS

*Committee sessions are marked with an asterisk

EDUCATION

ESSA: Transforming State Education Systems*

Under the new federal Every Student Succeeds Act, states arguably have more flexibility than in past decades to create a new vision for education. Review states’ efforts to make creative changes to state and local policies to ensure students are ready for college and careers.

Improving Schools: It Can Be Done

What makes one school successful, while another one struggles? The new federal education law requires states to identify strategies for improving failing schools, which can include everything from teachers and leaders, to school choice and school climate, to behavioral and mental health, and, of course, funding.

Improving University Principal Preparation*

Strong partnerships between universities and districts are essential to creating high-quality principal preparation courses. Too often, however, courses do not reflect principals’ realities. Legislators can play a large role in helping develop more relevant training to prepare principals for their real jobs.

From Playrooms to Boardrooms: Encouraging STEM Careers for All

Education research touts the benefits of ensuring that all children, from an early age, are exposed to and encouraged to explore the STEM areas of science, technology, engineering and mathematics. STEM education jobs are expected to grow by 33 percent by 2020, and currently, women account for less than 30 percent of science and engineering jobs. Hear from
GoldieBlox founder Debbie Sterling, whose books, toys and apps build confidence in STEM areas, and learn how state legislators can nurture young entrepreneurs in these areas from early childhood through beginning their careers.

**Wanted: Well-Qualified Teachers**

Nearly every state is experiencing teacher shortages and challenges in recruiting and retaining highly effective educators in certain subjects and specific localities. What's driving these shortages? Why don't high-performing countries, such as Finland and Singapore, experience the same challenges? Develop a policy roadmap to help your state find more permanent solutions to these shortages.

**ELECTIONS AND REDISTRICTING**

**Data Delivers for Elections**

The use of data is the new frontier for good election policy. With more people voting in new ways (by mail, at early polling sites, choosing among vote centers), more data is being collected. Learn what the information is used for, what it can reveal and who has access to it.

**Modernizing Elections**

It's no surprise that the hottest election policy trends include moving to paper ballots, broadening pre-election day voting opportunities, and fine-tuning voter registration processes to boost accuracy. As these strategies take shape, more states are considering post-election audits, all-mail elections, and updated registration rules, including automatic voter registration.

**No Pause in Election Action**

2017 will be the year of reworking voter ID laws, modernizing the registration process, and fixing problems that occurred during the 2016 election. Hear about trends in voter access and other election legislation, and learn what impact court decisions may have on voter ID laws.

**Redistricting Goes to Court**

Current U.S. Supreme Court redistricting cases addressing racial equity, partisanship, procedural issues and more, are significant for all states. What will these cases mean for redistricting efforts after 2020?

**Voter Confidence**

The phrase “voter confidence” was commonly used during the 2016 election. But what does it really mean? How can we measure it? And can we increase it? What impact do post-election audits, election observers, recount laws, clean voter rolls and other legislative options have on voters' confidence that elections are free of fraud?

**FOR STAFF**

**Advising Legislators on Federalism**

Decisions made at the federal level can have a powerful impact on the states. Learn how to guide legislators on how best to craft legislation to ensure that power is appropriately shared between state and federal governments.

**Drafting from Someone Else's Template**

Legislators often ask that legislation be drafted based on model language provided by a special interest group, or from bills or statutes from other states. Crafting language that is appropriate for your code requires due diligence from researchers and drafters.
Expecting the Unexpected
A sudden special session, protesters at the capitol, a natural disaster, cyber security or security threats—legislative staff are on the front line when the unexpected happens. Hear from colleagues in various roles about how they prepared for, dealt with or found solutions for unexpected situations.

How Effective is Your Legislature?
State legislatures are America’s answer to self-governance. These bodies symbolize the core democratic values and beliefs embodied in the U.S. Constitution. Join scholars and legislators in a freewheeling, participative town-hall conversation about how we should measure state legislatures’ success.

Holding State Government Accountable
Legislatures often look for ways to ensure state government performs efficiently and effectively. Join this roundtable to discuss new ways to measure efficiency and assess return on investment.

Securing Legislative Committees: Legal Ramifications
Legislative committees study issues and hear from supporters and opponents. Civil disobedience at these hearings is becoming the norm. Learn how the courts are ruling on cases where the exercise of constitutional rights of citizens affects the safety and security of these legislative proceedings.

Research Methods—Which One Do I Choose?
Good legislative research—whether for a specific member, a committee or a program evaluation—requires having the data needed to make sound decisions. A research method is a systematic plan for gathering evidence, and a range of methodologies exist. How do you decide which method is best suited to achieve your objective? Learn several approaches to designing the appropriate methodology.

HEALTH

Booming Boomers: Preparing for an Aging Population*
Every day, 10,000 Americans turn 65. A range of strategies exist to prepare for our aging population, with a focus on helping people remain in their homes as long as possible and ensuring access to care. These include supporting family caregivers and meeting the demands for home health services and technologies.

Cannabis Crosses the Country
Lawmakers from states that recently legalized adult-use marijuana at the ballot box have plenty to learn from the pioneering states when it comes to taxation, product regulation and other concerns. But no one is certain how all this may change with the Trump administration. Explore the complexity and uncertainty of the cannabis industry.

The Future of Foster Care
More than 400,000 children and youth are in foster care. For most, it’s temporary, yet many languish there for years. Learn how state legislators can support and encourage foster parents to ensure the money they’ve invested in hiring additional caseworkers actually produces results.

Improving Children’s Chances by Combatting Early Trauma*
Advances in science show how traumatic or adverse experiences in early childhood can affect a person’s long-term health and well-being, educational achievement and economic productivity. This can create enormous costs to states especially in the areas of health care, education and human services. Learn how adverse childhood experiences affect brain development and think through policy options and strategies in this interactive session.
Oral Health: Polishing Up Systems of Care*
States spend millions of dollars every year to treat advanced dental disease, most notably in hospital emergency rooms for adults and in hospital operating rooms for kids. Growing evidence links oral disease to chronic health conditions such as diabetes, heart and lung disease and potential pregnancy complications. Learn about promising and cost-effective state strategies to improve access to the preventive services that can improve health and save states millions.

State Strategies to Address Substance Misuse
States are tackling the epidemic misuse of opioid painkillers using the four prongs of prevention, intervention, treatment and recovery. Discover what’s working, what’s next and where challenges remain.

Treating Mental Health and Substance Use Disorders: What’s Working?
The opioid epidemic shines a national spotlight on treatment needs for drug misuse, and also on a wider population of people with other substance addictions and/or mental illness. State innovations show promise in improving access and treatment for these conditions. Learn more about integrating mental health and substance misuse treatment with other health services and improving insurance coverage.

INFRASTRUCTURE AND TECHNOLOGY

Creating a Smart Power Grid
Technology is rapidly transforming the grid. These changes—including smart meters, household devices, and energy storage— increase resiliency and efficiency while providing utilities and consumers greater control. But data privacy and risk of cyberattacks are concerns. Explore the advantages of an intelligent grid and the potential risks through case studies.

Financing the Future of Infrastructure*
There are several financial tools available to help build, maintain and operate critical infrastructure, but some are underused or misunderstood. Learn how states have employed public-private partnerships (P3s), bonds, value capture and federal financing to help improve transportation, water, energy and other kinds of infrastructure. Discuss NCSL’s new guiding principles in creating P3 laws.

Keeping the Lights on*
The rapid growth of natural gas and renewables in our energy mix is straining existing electricity transmission lines and pipelines and threatening the stability and reliability of the nation’s energy infrastructure. Examine state, federal and industry efforts to overcome challenges related to infrastructure siting, permitting and financing.

Preparing for Natural Disasters
Hurricanes, fires, floods and tornados take an enormous toll on states and their citizens. FEMA is under pressure to reduce costs and is considering a disaster deductible and revisions to the its current grant programs. Hear from experts on what is needed and where the new administration may be headed.

Self-Driving Cars: Right Around the Corner
Semi-autonomous vehicles are already driving on American roadways, and fully self-driving cars are close behind. Learn from experts how states can work with the federal government, industry and communities to ensure a smooth transition to this new technology and create a safe, affordable, efficient and clean transportation future for everyone.
Water Knows No Boundaries

Droughts, shifting populations and industrial needs threaten our water supplies. Innovations in data collection and withdrawal practices, however, can help states manage the demands for surface and groundwater and decrease interstate conflicts over this precious resource. Learn from other state experiences how to best promote sustainable water use.

JOBS AND THE ECONOMY

International Trade*

With a new administration in the White House, the outlook for trade has modified. The U.S. has formally withdrawn from the Trans Pacific Partnership (TPP) and discussions about reopening the North America Free Trade Agreement (NAFTA) with Canada and Mexico are a top priority. Examine the potential challenges and opportunities for states in international trade, and possible future implications.

Manufacturing a Skilled Workforce*

Manufacturers need a robust, skilled workforce. Workers need the advanced skills necessary for today’s manufacturing jobs. Lawmakers can help coordinate the two by supporting economic partnerships that ensure workforce development programs train workers in the skills needed by the manufacturers.

THE LEGISLATURE

Virginia in 1619

The House of Burgesses—the original legislative assembly in the American colonies—met for the first time on July 30, 1619. What can we learn from that first legislative assembly that is relevant today? Were the burning issues of this first assembly similar to ones we grapple with now?

The Boston Tea Party

Iconic revolutionary figures step out of the pages of history in this reenactment of the historic town meeting held just hours before the Boston Tea Party. Meet an officer of the British Army, and discover why the Boston Tea Party caused Parliament to pass the Intolerable Act, which triggered the Battles of Lexington and Concord.

LAW & CRIMINAL JUSTICE

First Stop: Jail or Treatment?*

Our jails are frequently the first stop for individuals suffering from mental health and substance abuse problems. Reflecting these people from arrest and prosecution to treatment and services in the community is an emerging “public health” approach. Explore ways the states are detouring people away from jail.

Smart on Crime

Instead of responses that criminalize juvenile delinquency and impose lengthy prison sentences, the new approach is to invest in community-based alternatives that protect public safety, reduce recidivism and effectively manage costs. Explore the changing attitudes and learn about smart on crime policies.

Supreme Court Roundup*

Several cases with implications for states and states’ rights came before the U.S. Supreme Court this term. Explore key cases, decisions and what they may portend.
MILITARY & VETERANS AFFAIRS

Keeping Our Promise to Disabled Veterans

Today's veterans have higher rates of disability than ever before, making the transition to civilian life extremely challenging. Traumatic brain injuries and post-traumatic stress are common problems. So, too is suicide. Learn what state and federal efforts are most successful at helping disabled veterans receive the health care, skills training and employment opportunities they need on the road to recovery.

PENSIONS

Measuring Risk in Pension Plans

Since 2000, investment losses and other risks have helped create more than a $1 trillion gap in state pension funding. New tools are available to better understand the effect various types of market and benefit changes can have on pension plan funding levels. Learn how state policymakers can stress test their plans and mitigate any risks these tools reveal.

Retiree Health Benefits

States vary widely in their retiree health promises—in funding levels, benefits offered, and legal protections. In most states these benefits are unfunded and liabilities continue to grow. With states now required to account for these liabilities in their financial statements, find out what they are doing to address these concerns.

SHARPEN YOUR SKILLS

Inquiring Minds Want to Know

Critical thinkers know how to evaluate massive amounts of information filled with sophisticated rhetoric designed to sway their decisions. In today's world bombarded with instant information, learn how to filter out bias, recognize misrepresentations, and teach others how to distinguish bias from fact.

Leadership Lessons from Star Trek

Star Trek captured the imagination of millions as the U.S.S. Enterprise successfully navigated the cosmos. Who knew that the daring and debonair Captain James T. Kirk would become a quintessential leader, widely admired for his keen leadership skills? This entertaining session offers a new perspective on successful leadership.

Leadership Roundtable

Legislatures thrive with outstanding leadership. Hear those in the top ranks share their philosophies on bold leadership and how to get things done in the unique world of the lawmaking. You'll leave knowing what it takes to be an extraordinary legislative leader.

Seven Secrets to Leadership

Learn and practice strategies legendary leaders use every day. Discover how to deal with constant change, increasing pressure and the need to adapt quickly. Through activities and humor, legislators and staffs will be ready to apply these seven secrets the minute they get home.

Statehouse Saboteurs: How to Thwart Schedule Disruptions

Media snafus, constituent requests, vetting information on the fly—all these can get you off track quickly and ruin your day. Find the tools to deal with these everyday roadblocks from experts who have learned how to successfully head them off.
TAXES

Federal Tax Reform and the States
The Trump administration has made federal tax reform a key proposal and will likely have the support of Congress in making some changes. Learn how reforms will affect state budgets and spending priorities since many state taxes closely conform to the federal tax code.

State Revenue Performance in the Great “Slowcovery”*
Eight years into the economic recovery after the Great Recession, state revenues continue to follow a slow growth pattern. Examine how state revenues are changing and the resulting difficulties in accurately forecasting future revenues.

What Happened to the American Dream?*
The idea that children are able to achieve a higher standard of living than their parents was part of the American dream. But a recent study from Stanford and Harvard says this no longer holds true. Just 46 percent of 30-year-olds today are making more than their parents did at age 30. This changing landscape will affect consumption, the job market and the economy.

TECHNOLOGY

Bill Drafting Systems: A Collaborative Effort
Several states have upgraded their electronic bill drafting systems and many others are considering changes. Discuss the key factors that are critical to designing a system that works for drafters and editors; impediments to avoid; and implementation strategies utilized by IT professionals to develop these new systems.

Captioning Legislative Webcasts
Increasingly, states are providing captions for the deaf and hearing impaired as part of their live webcasts of legislative proceedings. Learn about the issues concerning accessibility and captioning, including live stream captioning, necessary software, support on mobile devices and browsers and potential impact on remote testimony.

Cybersecurity Preparedness and Response
Having an incident response plan in place before a cyber attack occurs requires more than just a set of written instructions. It goes beyond IT staff and requires raising awareness, training and walking through potential scenarios with key personnel. Learn what makes a good incident response plan and discover how legislatures are implementing them.
Outreach Agenda
NCSL provides a variety of professional development opportunities and other materials to encourage engagement with the organization. Since Jan. 1, 2017 we have continued extensive personal outreach to legislators and staff. Completed outreach activities include:

- Email sent in January to all legislators from Senator Dan Blue and Senator Deb Peters.
- Email sent in January to all legislative staff from Raúl Burciaga.
- Point of Order newsletter sent in January and February to all legislators and staff from Senator Dan Blue.
- “NCSL Welcomes America’s New Legislators” ad in February issue of State Legislatures with the names of all newly elected legislators.
- Series of ads running in State Legislatures with NCSL’s outreach messages (March – June).
- Training for state liaisons on NCSL’s outreach messages to ensure consistency. Assisted state liaisons with the writing and design of welcome emails prior to their state visits.

NCSL Calendar
The 2017 NCSL calendar was sent to more than 13,350 legislators, legislative staff, Foundation sponsors, and Legislative Summit exhibitors. Newly elected legislators received a congratulatory letter from the NCSL officers and a packet of introductory materials: the NCSL & You brochure, “15 Tips to Be the Best Legislator You Can Be,” “Parliamentary Procedure: A Legislator’s Guide,” and NCSL’s issue specialists contact list. Returning legislators and legislative staff received a letter from the officers and the issue specialists list. The full mailing list also received a promotional notice about the new podcast, Our American States.

Social Media Outreach Campaign
NCSL launched a Facebook ad campaign to reach legislative staff and newly elected legislators. The ads ran periodically from Dec. 16, 2016 – Jan. 31, 2017. Two NCSL videos were highlighted on a carousel format to appeal to both legislators and staff. We targeted Facebook members from 20 pre-selected states (AR, CA, CT, FL, ID, IA, KY, LA, MI, NY, NM, OH, OK, PA, TN, TX, VA, WA, WV & WI) and refined our search to include job titles that were relevant to state legislatures.
• 656 clicks to the “learn more” prompt
• 1714 total clicks to the entire ad
• 13,268 people reached: the number of people who saw the ad.
• 500,000 impressions: the total number of times people saw the ad.
• 21,449 views of the videos.
  o 780 views of more than 50% of a video
  o 530 views of more than 90% of a video
• 296 new Facebook followers

Overall, we believe the goals of the campaign were reached. We increased our followers, directed people to our website (most likely for the first time), and gained exposure that will help members to discover and utilize NCSL’s services.

**Our American States**

NCSL’s new podcast, “Our American States,” debuted in January. The podcast is where you hear compelling conversations that tell the story of America’s state legislatures, the people in them, the politics that drive them, and the important work of democracy. Gene Rose, formerly a communications director at NCSL, is the host and producer.

Currently, there are 634 subscribers to the podcast and the episodes have been downloaded a total of 3,264 times.

<table>
<thead>
<tr>
<th>Date</th>
<th>Title</th>
<th>Guests</th>
<th>Downloads</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dec. 27</td>
<td>State of State Legislatures 2017</td>
<td>William Pound, executive director, NCSL</td>
<td>546</td>
</tr>
<tr>
<td>Jan. 18</td>
<td>Education: No Time to Lose</td>
<td>Andreas Schleicher, Organization for Economic Cooperation and Development</td>
<td>633</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Marc Tucker, National Center of Education and the Economy</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Representative Anne Peisch, Massachusetts</td>
<td></td>
</tr>
<tr>
<td>Feb. 9</td>
<td>The Security of American Elections</td>
<td>Doug Chapin, Humphrey School of Public Affairs, University of Minnesota</td>
<td>561</td>
</tr>
<tr>
<td>Feb. 23</td>
<td>State Marijuana Policy</td>
<td>Karmen Hanson, program director, NCSL Health Program</td>
<td>557</td>
</tr>
<tr>
<td>March 9</td>
<td>Leadership in the Legislature</td>
<td>Tim Storey, director of state services, NCSL</td>
<td>515</td>
</tr>
<tr>
<td>March 23</td>
<td>Online Sales Tax</td>
<td>Senator Deb Peters, South Dakota, NCSL president-elect</td>
<td>452</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Max Behlke, director, budget and tax policy, NCSL</td>
<td></td>
</tr>
</tbody>
</table>
Standing Committee Outreach
NCSL has streamlined the outreach process to newly appointed Standing Committee members. We developed cohesive messages about the committees and members' roles and responsibilities to ensure that all committee members receive equivalent information. NCSL contacted legislative leaders in February, asking them to review the appointed legislators from their chambers and to make new appointments. Newly appointed legislators then received a welcome letter from Senator Dan Blue and Senator Deb Peters. Following that letter, NCSL committee staff contacted them in April with specific information about the committee's areas of jurisdiction, policies, officers, and procedures.

State Visits
NCSL state liaisons conducted 37 state visits in the first four months of 2017. Six visits are scheduled for late April and early May. In addition, NCSL staff visited ten states in November and December for new member orientation sessions (Colorado, Indiana, Kentucky, Massachusetts, Montana, Nevada, New Hampshire, North Dakota, Wisconsin, and Wyoming). NCSL liaisons met with more than 883 legislators and 875 legislative staff during their visits.

Services Provided
Information requests
NCSL staff answered 1,076 information requests from members in the first three months of 2017, including 257 from legislators and 819 from legislative staff. Popular information requests topics included:

<table>
<thead>
<tr>
<th>Category</th>
<th>Requests</th>
</tr>
</thead>
<tbody>
<tr>
<td>Health</td>
<td>157</td>
</tr>
<tr>
<td>Transportation</td>
<td>137</td>
</tr>
<tr>
<td>Criminal &amp; Juvenile Justice</td>
<td>119</td>
</tr>
<tr>
<td>Legislatures</td>
<td>117</td>
</tr>
<tr>
<td>Elections &amp; Redistricting</td>
<td>81</td>
</tr>
<tr>
<td>Civil &amp; Constitutional Law</td>
<td>79</td>
</tr>
<tr>
<td>Budget &amp; Tax</td>
<td>50</td>
</tr>
<tr>
<td>Banking &amp; Financial Services</td>
<td>40</td>
</tr>
<tr>
<td>Human Services</td>
<td>40</td>
</tr>
<tr>
<td>Telecom &amp; Information Technology</td>
<td>38</td>
</tr>
<tr>
<td>State-Federal Relations</td>
<td>32</td>
</tr>
</tbody>
</table>
Issue Expertise and Training Services
NCCL provided 49 in-state assistance programs. This assistance included leading 29 in-state professional development trainings, presenting testimony 11 times and offering 14 technical assistance visits. These briefings were presented to more than 1,622 constituents.

Training topics included:
- Strategic planning: 12
- Ethics & social media ethics: 6
- Committee chair training: 6
- Other: 6
- Effective legislator training: 4
- Media & social media: 3
- Civility: 2
- Leadership: 1

Technical assistance included:
- An overview of opioid-related policies to a working group in Iowa.
- A presentation to the Pennsylvania joint nuclear energy caucus.
- A presentation to the Delaware election technology task force about election equipment.
- A presentation about transportation funding to Indiana’s joint session of the Senate Homeland Security and Transportation Committee and the Senate Tax and Fiscal Policy Committee.

Meetings and Invitationals
NCCL hosted eight meetings in the first three months of 2017, including the Midwest and Atlantic States Fiscal Leaders Meetings, the NCCL Task Force on State & Local Taxation, and the Indian Country Energy and Infrastructure (ICEIWG) First Quarter Meeting. These meetings were attended by 70 legislators representing 34 states and 28 legislative staff representing 19 states.

Legislative Summit
In March, NCCL began the promotional campaign for the 2017 Legislative Summit, Aug. 6-9 in Boston. The Summit features sessions on pressing state issues, professional development training, and keynote speakers including historian Doris Kearns Goodwin and political commentator Frank Luntz.

Webinars
NCCL hosted 11 webinars on topics including retirement savings, financing Medicaid, and disabilities employment. It also included professional development training with communications coach Marianna Swallow. The webinars were attended by 59 legislators from 26 states and 429 legislative staff representing all 50 states.

Website
From Jan. 1-March 31, the NCCL website received 3,166,390 visits and 8,404,756 page views. The 10 web pages that received the most page views were:

- State Minimum Wages | 2017 Minimum Wage by State: 642,306
- NCCL Home Page: 217,192
- Tattooing and Body Piercing | State Laws, Statutes and Regulations: 142,521
State Rainwater Harvesting Laws and Legislation: 138,342
NCIL website searches: 130,653
Health Insurance: Premiums and Increases: 126,786
Registration and Title Fees by State: 99,614
State Policies on Sex Education in Schools: 98,698
Affirmative Action | Overview: 88,842

**NCSL Blog**
There were 100 new items posted to the NCSL blog, with an average of 19,919 blog views per month.

<table>
<thead>
<tr>
<th>Month</th>
<th>Posted</th>
<th>Views</th>
</tr>
</thead>
<tbody>
<tr>
<td>January</td>
<td>38</td>
<td>17,138</td>
</tr>
<tr>
<td>February</td>
<td>29</td>
<td>19,413</td>
</tr>
<tr>
<td>March</td>
<td>33</td>
<td>23,205</td>
</tr>
</tbody>
</table>

**Member Resources Page**
In November 2016, NCSL launched a redesigned web page for legislators and staff, welcoming them to NCSL. In Jan-March 2017, this page received 24,739 visits. We also debuted a new secondary members page, detailing the specific benefits available to legislators and staff as members of NCSL. In the same time period, this page received 572 views.

**Publications**
NCSL released more than 12 reports and publications from Jan-March 2017 on a wide variety of state and federal policy issues, including:

- State Tax Actions: 2016
- State Options to Keep Nuclear in the Energy Mix
- State Budget Update: Fall 2016
- State Legislative Policymaking in an Age of Political Polarization
- Improving Systems of Care for Children with Special Health Needs
- State Highway Patrol Funding FY 2015

**LegisBriefs**
NCSL released 12 issues of LegisBriefs, two-page reports on timely state policy issues. Topics covered included:

- State Efforts to Protect and Pay for Clean Drinking Water
- Legislative Sessions: A Primer
- Refinancing Student Loans
- Funding the Next Generation of Elections Technology
- Autonomous Vehicles: On the Road to New Technologies
- Supporting Higher Education for People with Disabilities
- Tackling the American Civics Education Crisis
State Legislatures Magazine
NCSL published three issues of State Legislatures. The magazine is mailed to all legislators, legislative staff, and subscribers. Cover stories included:

- January 2017
  THE BIG ISSUES OF 2017. From health care, immigration and federal regulations to ESSA and opioids, lawmakers have plenty to ponder this year.
- February 2017
  COSTLY CURES. Effective but very expensive drugs are forcing state Medicaid directors to make some tough decisions.
- March 2017
  WEAPONS TO WILDLIFE. Restoring former nuclear weapons production sites offers nearby towns and tribes new opportunities.

E-Newsletters
In January, all newsletters received a redesign to help increase brand consistency and recognition for subscribers. Standing committees also began sending monthly newsletters.

All newsletters are sent on a monthly or quarterly basis, except for NCSL TODAY which is a daily publication. The average open rate for government e-mail communications is 21 percent.

<table>
<thead>
<tr>
<th>Title</th>
<th>Recipients</th>
<th>Open rate</th>
</tr>
</thead>
<tbody>
<tr>
<td>NCSL TODAY</td>
<td>22,674</td>
<td>19.8%</td>
</tr>
<tr>
<td>The Canvass (elections news)</td>
<td>2,666</td>
<td>32.6%</td>
</tr>
<tr>
<td>Capitol to Capitol (state-federal news)</td>
<td>10,139</td>
<td>30.8%</td>
</tr>
<tr>
<td>Child Support Digest</td>
<td>3,082</td>
<td>26.3%</td>
</tr>
<tr>
<td>Child Welfare Legislative Policy Network</td>
<td>3,954</td>
<td>25%</td>
</tr>
<tr>
<td>Early Care and Education Quarterly E-Update</td>
<td>1,441</td>
<td>25.4%</td>
</tr>
<tr>
<td>The Fiscal Link</td>
<td>677</td>
<td>24.5%</td>
</tr>
<tr>
<td>Health and Human Services Link</td>
<td>4,433</td>
<td>25.7%</td>
</tr>
<tr>
<td>Juvenile Justice Quarterly</td>
<td>694</td>
<td>29.7%</td>
</tr>
<tr>
<td>Plugged In (energy news)</td>
<td>1,463</td>
<td>27.3%</td>
</tr>
<tr>
<td>Pretrial Quarterly</td>
<td>1,143</td>
<td>22.7%</td>
</tr>
</tbody>
</table>
Executive Committee Work Group on Standing Committees

Friday, April 21, 2017
3:00 – 5:00 p.m.
The Hacienda
Hotel Santa Fe

AGENDA

1. Welcome and Introductions

2. Review of Working Group Meeting in January

3. Review of Draft Stipend Program

4. Other Business
2016-2017 Executive Committee Work Group on Standing Committees

**Jurisdiction:** The Work Group on Standing Committees is responsible for reviewing the structure of and making recommendations on NCSL’s standing committee system.

<table>
<thead>
<tr>
<th>Legislator Co-Chairs:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Speaker Robin Vos, Wisconsin</td>
</tr>
<tr>
<td>Delegate Sally Jameson, Maryland</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Legislative Staff Co-Chairs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jonathan Ball, Utah</td>
</tr>
<tr>
<td>Randy Dowell, Oklahoma</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Legislator Members:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Assemblywoman Irene Bustamante Adams, Nevada</td>
</tr>
<tr>
<td>Senator Wayne Harper, Utah</td>
</tr>
<tr>
<td>Senator Brandt Hershman, Indiana</td>
</tr>
<tr>
<td>Representative Ellie Hill, Montana</td>
</tr>
<tr>
<td>Representative Jay Kaufman, Massachusetts</td>
</tr>
<tr>
<td>Representative Joyce Peppin, Minnesota</td>
</tr>
<tr>
<td>Speaker Cliff Rosenberger, Ohio</td>
</tr>
<tr>
<td>Speaker Pete Schwartzkopf, Delaware</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Legislative Staff Members:</th>
</tr>
</thead>
<tbody>
<tr>
<td>J.J. Gentry, South Carolina</td>
</tr>
<tr>
<td>Russell Humphrey, Tennessee</td>
</tr>
<tr>
<td>Joel Redding, Kentucky</td>
</tr>
<tr>
<td>Martha Wigton, Georgia</td>
</tr>
</tbody>
</table>

*NCSL Staff:*
Neal Osten
Molly Ramsdell
Laura Tobler
Legislative Staff Coordinating Committee

Friday, April 21, 2017
1:30 – 3 p.m.
Senate Chamber
New Mexico Capitol

AGENDA

1. Welcome and Introductions
2. Welcome of Kenyan Delegation
3. NCSL Executive Director's Report
4. Preview of 2017 Legislative Summit Programming
5. Reports from LSCC Work Groups
   a. Staff Section Officers
   b. Standing Committees
   c. Strategic Planning
6. Reports from LSCC Subcommittees
   a. Legislative Institution
   b. Programs and Professional Development
   c. Information Technology, Social Media, E-Learning and Outreach
7. 2017 Staff Nominating Committee
8. Other Business
LEGISLATIVE STAFF COORDINATING COMMITTEE 2016-2017
(as of April 7, 2017)

EXECUTIVE COMMITTEE OFFICERS

Raúl Burciaga
NCSL Staff Chair
Director
Legislative Council Service
New Mexico Legislature
(505) 986-4671
raul.burciaga@nmlegis.gov

Chuck Truesdell
NCSL Staff Vice Chair
Legislative Fiscal Analyst
Office of Budget Review
Legislative Research Commission
Kentucky General Assembly
(502) 564-8100 x 578
chuck.truesdell@lrc.ky.gov
Strategic Planning Work Group-Chair

Nancy Cyr
NCSL Immediate Past Staff Chair
Secretary-Treasurer, NCSL
Foundation for State Legislatures
Director
Legislative Research Office
(402) 471-0077
ncyr@leg.ne.gov

AT LARGE MEMBERS

Stephanie Barrett
Associate Fiscal Officer
Joint Fiscal Office
Vermont General Assembly
(802) 828-5973
sbarrett@leg.state.vt.us
Strategic Planning Work Group
Legislative Institution Subcommittee

Lore Christopher
Human Resources Director
Legislative Administration
Oregon Legislative Assembly
(503) 986-1370
loredchristopher@state.or.us
Strategic Planning Work Group
Information Technology Subcommittee

Susan Furlong
Chief Clerk of the Assembly
Nevada Legislature
(775) 684-8556
Susan.Furlong@asm.state.nv.us
Strategic Planning Work Group
Legislative Institution Subcommittee

Sonia Gavin
Legislative Librarian
Legislative Services Division
Montana Legislature
(406) 444-4848
sgavin@mt.gov
Strategic Planning Work Group
Programs & Prof. Development Subcommittee

Joseph James "J.J." Gentry
Staff Attorney
South Carolina Senate
South Carolina General Assembly
(803) 212-6306
JJGentry@sc senate.gov
Strategic Planning Work Group
Programs & Prof. Development Subcommittee
Joel Redding  
Chief Information Officer  
Kentucky General Assembly  
(502) 564-8100 ext. 460  
joel.redding@lrc.ky.gov  
  Standing Committees Work Group  
  Information Technology Subcommittee-Vice Chair

Jim W. Smith  
Director  
Legislative Council  
North Dakota Legislative Assembly  
(701) 328-2916  
jsmith@nd.gov  
  Strategic Planning Work Group  
  Programs & Prof. Development Subcommittee-Vice Chair

Martha R. Wigton  
Director  
House Budget and Research Office  
Georgia General Assembly  
(404) 656-5050  
martha.wigton@house.ga.gov  
  Standing Committees Work Group  
  Legislative Institution Subcommittee-Vice Chair

Anne Sappenfield  
Special Assistant to the State Auditor  
Legislative Audit Bureau  
Wisconsin Legislature  
(608) 266-2818  
Anne.sappenfield@legis.wisconsin.gov  
  Strategic Planning Work Group  
  Programs & Prof. Development Subcommittee

DISCRETIONARY APPOINTMENTS

Rich Beckwith  
Director of Information Systems  
House of Representatives  
Missouri General Assembly  
(573) 522-3100  
rich.beckwith@house.mo.gov  
  Strategic Planning Work Group  
  Information Technology Subcommittee

Jennifer Jones  
Deputy Director  
Sunset Advisory Commission  
Texas Legislature  
(512) 463-1291  
jennifer.jones@sunset.texas.gov  
  Strategic Planning Work Group  
  Programs & Prof. Development Subcommittee
John Snyder
Co-Staff Vice Chair, NCSL Standing Committees
Committee Staff Administrator
Legislative Research Commission
Kentucky General Assembly
(502) 564-8100 x 478
john.snyder@lrc.ky.gov
Standing Committees Work Group-Vice Chair
Programs & Prof. Development Subcommittee

DISCRETIONARY APPOINTMENTS, cont.

Karen Lenertz
Deputy Revisor
Revisor's Office, Minnesota Legislature
(651) 297-2838
karen.lenertz@revisor.mn.gov
Strategic Planning Work Group
Legislative Institution Subcommittee

EX-OFFICIO MEMBERS

Jonathan Ball
Co-Staff Chair, NCSL Standing Committees
Director
Office of the Legislative Fiscal Analyst
Utah Legislature
(801) 538-1034
jball@le.utah.gov
Standing Committees Work Group-Co Chair
Programs & Prof. Development Subcommittee

Randy Dowell
Co-Staff Chair, NCSL Standing Committees
Chief Operating Officer
Oklahoma Senate
(405) 521-5769
dowell@oksenate.gov
Standing Committees Work Group-Co Chair
Legislative Institution Subcommittee

Phillip D. McCarthy
Co-Staff Vice Chair, NCSL Standing Committees
Senior Legislative Analyst
Office of Policy & Legal Analysis
Maine Legislature
(207) 287-1670
phillip.mcCarthy@legislature.maine.gov
Standing Committees Work Group-Vice Chair
Legislative Institution Subcommittee

Charles Sailee
Co-Staff Vice Chair, NCSL Standing Committees
Deputy Director
Legislative Finance Committee
New Mexico Legislature
(505) 986-4550 x 4528
charles.sailee@nmlegis.gov
Standing Committees Work Group-Vice Chair
Information Technology Subcommittee

Katherine B. Schill
Co-Staff Vice Chair, NCSL Standing Committees
Fiscal Analyst
Minnesota House of Representatives
(651) 296-5384
Katherine.schill@house.mn
Standing Committees Work Group-Vice Chair
Legislative Institution Subcommittee

STAFF SECTIONS

American Society of Legislative Clerks and Secretaries (ASLCS)
NCSL Liaison: Holly South

Susan Kannarr
President, ASLCS
Chief Clerk
House of Representatives
Kansas Legislature
(785) 296-7633
susan.kannarr@house.ks.gov
Staff Section Work Group-Vice Chair
Programs & Prof. Development Subcommittee

Robert Haney
President-Elect, ASLCS
Chief Clerk
House of Representatives
Texas Legislature
(512) 463-0845
robert.haney@house.texas.gov
Staff Section Work Group
Legislative Institution Subcommittee

Leadership Staff Section (LSS)
NCSL Liaison: Megan McClure

Jennifer Jankowski
Chair, LSS
Legislative Staff Director
Utah House of Representatives
Utah Legislature
(801) 538-1650
jjankowski@le.utah.gov
Staff Section Work Group
Information Technology Subcommittee-Vice Chair

First Vice Chair, LSS
Vacant
Legislative Information and Communications Staff Section (LINCS)
NCSL Liaison: Jane Andrade

K'Lynn Sloan Harris
Chair, LINCS
Audio/Video Coordinator
Legislative Services Division
Montana Legislature
(406) 444-3267
ksharris@mt.gov
Staff Section Work Group
Programs & Prof. Development Subcommittee

Jeff Fossett
Vice Chair, LINCS
Video Communications Specialist
Kentucky General Assembly
(502) 564-8100 x 399
jeff.fossett@lrc.ky.gov
Staff Section Work Group
Programs & Prof. Development Subcommittee

Legislative Research Librarians Staff Section (LRL)
NCSL Liaison: Megan McClure

Catherine Wusterhausen
Chair, LRL
Reference Librarian
Texas Legislative Reference Library
Texas Legislature
(512) 463-1252
catherine.wusterhausen@lrl.state.tx.us
Staff Section Work Group
Legislative Institution Subcommittee

Julia Covington
Vice-Chair, LRL
Reference Librarian
Legislative Library
North Carolina General Assembly
(919) 733-9390
Julia.Covington@ncleg.net
Staff Section Work Group
Information Technology Subcommittee

NCSL Liaison: Pam Greenberg

Jim Landers
President-Elect, NALFO
Director
Fiscal & Management Analysis
Legislative Services Agency
Indiana General Assembly
(317) 233-0696
Jim.landers@iga.in.gov
Staff Section Work Group
Information Technology Subcommittee

Linda Wettstone
Chair, NALIT
Senior Systems Analyst
Senate Clerk’s Office
Virginia General Assembly
(804) 698-7470
lwettstone@senate.virginia.gov
Staff Section Work Group
Information Technology Subcommittee

Kyle Forster
Vice-Chair, NALIT
Information Technology Manager
Legislative Council
North Dakota Legislative Assembly
(701) 328-4261
kwforster@nd.gov
Staff Section Work Group
Programs & Prof. Development Subcommittee

National Legislative Program Evaluation Society (NLPES)
NCSL Liaison: Brenda Erickson

Greg Fugate
Chair, NLPES
Audit Manager
Office of the State Auditor
Colorado General Assembly
(303) 869-2839
greg.fugate@state.co.us
Staff Section Work Group
Programs & Prof. Development Subcommittee

Linda Triplett
Vice Chair, NLPES
Performance Accountability Director
Legislative PEER Committee
Mississippi Legislature
(601) 359-1226
linda.triplett@peer.ms.gov
Staff Section Work Group
Information Technology Subcommittee
National Legislative Services and Security Association (NLSSA)
NCSL Liaison: Diana Chaffin

Anthony (Steve) Pike
President, NLSSA
Chief of Police
Virginia Capitol Police
Virginia General Assembly
Washington Building
(804) 786-5035
spike@dcp.virginia.gov
  Staff Section Work Group
  Information Technology Subcommittee

Martin Brock
Vice-President, NLSSA
Chief of Capitol Police
North Carolina General Assembly
(919) 733-2159
Martin.Brock@ncleg.net
  Staff Section Work Group
  Legislative Institution Subcommittee

Research, Editorial, Legal and Committee Staff (RELACS)
NCCL Liaison: Kae Warnock

Susan Byorth Fox
Co-Chair, RELACS
Executive Director
Legislative Services Division
Montana Legislature
(406) 444-3064
sfox@mt.gov
  Staff Section Work Group
  Information Technology Subcommittee

Julie Pelegrin
Co-Chair, RELACS
Assistant Director
Legislative Legal Services
Colorado General Assembly
(303) 866-2700
julie.pelegrin@state.co.us
  Staff Section Work Group
  Legislative Institution Subcommittee-Vice Chair

Thomas Vaughn
Vice-Chair, RELACS
Associate General Counsel
Utah Legislature
(801) 538-1032
tomvaughn@le.utah.gov
  Staff Section Work Group
  Information Technology Subcommittee
Welcome and Introductions

Raúl Burciaga, Staff Chair, called the meeting to order. The following LSCC members were present:

Chuck Truesdell, NCSL staff vice chair, Kentucky
Nancy Cyr, NCSL immediate past staff chair, Nebraska

Jonathan Ball, Utah                        Jennifer Jones, Texas
Stephanie Barrett, Vermont                  Susan Kannarr, Kansas
Martin Brock, North Carolina                Wayne Kidd, Utah
Amy Carlson, Montana                        Debra Levine, New York
Lore Christopher, Oregon                    Julie Pelegrin, Colorado
Jeff Fossett, Kentucky                      Steve Pike, Virginia
Susan Byorth Fox, Montana                   Joel Redding, Kentucky
Greg Fugate, Colorado                       Charles Sallee, New Mexico
Susan Furlong, Nevada                       Katherine Schill, Minnesota
J.J. Gentry, South Carolina                 Jim Smith, North Dakota
Robert Haney, Texas                         John Snyder, Kentucky
Jon Heining, Texas                          Linda Triplett, Mississippi
Russell Humphrey, Tennessee                  Thomas Vaughn, Utah
Wendy Jackson, Wisconsin                     Martha Wigton, Georgia
                                                   Catherine Wusterhausen, Texas

Other guests in attendance: Steve Boilard, California State University in Sacramento and NCSL staff.

Legislative Staff Coordinating Committee Orientation

Raúl Burciaga, NCSL staff chair, opened the meeting explaining the structure of the Legislative Staff Coordinating Committee (LSCC), its role, and the relationship to NCSL’s Executive Committee. Chair Burciaga then went on to discuss a few slides that showed the organizational structure the LSCC and the Executive Committee. Chair Burciaga expressed his desire to improve the orientation to LSCC and expand member’s understanding of the LSCC, the NCSL Executive Committee and their roles within NCSL. He asked others to share their own experiences and observations in learning about the LSCC and the Executive Committee.
Below are a sample of comments from LSCC members:

- There are no defined pathways of entry to the LSCC and NCSL Executive Committee. Need to give legislative staff a road map – a pictorial representation – for entry into NCSL.
- As vice-chair of the Legal Services Staff Section, I didn’t realize I was a member of the LSCC. I threw the agenda book in the trash. There needs to be an introduction to the LSCC and an effort to educate those in the staff sections that the LSCC is an opportunity.
- Need to explain the role of the LSCC and what meetings a new LSCC member should attend. This should happen before the first meeting. New members are learning a lot but also want to contribute.
- Perhaps send an email to new members of the LSCC and Executive Committee -- congratulating them on their new role and explaining the roles and responsibilities of a member of both boards, because you don’t know what you’re supposed to do.
- I never received any introduction to NCSL or the standing committees. I had to figure it out on my end and didn’t know there were other opportunities.
- There is a responsibility of Executive Committee and LSCC members to connect with new or interested members.

Chair Burciaga thanked everyone for the feedback. The LSCC will continue to examine this issue as well as Chuck Truesdell and the strategic planning workgroup.

**NCSL Executive Director’s Report**

Bill Pound, NCSL’s Executive Director, updated the Committee on NCSL and opened his remarks mentioning that the 2017 Winter Executive Committee/Legislative Staff Coordinating Committee meeting in Scottsdale was the largest NCSL has had in several years.

He reported that NCSL’s FY’2017 budget is about where it should be and that the fiscal year is going well. NCSL had collected 71% of its dues payments and were no unanticipated or major problems with dues collections. Pound also mentioned that the Standing Committee Work Group of the Executive Committee met to discuss ideas to increase participation in NCSL’s standing committees. So far, two to three themes had emerged from Friday’s meeting: 1) Federalism – there could be potential changes in the intergovernmental system and NCSL has to be vigilant and protective of states and state legislatures. 2) Training – there is a need for more training for legislators and legislative staff. From mid-December to mid-January, NCSL offered training in 10 states – new committee chair, effective legislator, ethics, etc. 3) Increased participation – how does NCSL encourage both legislators and staff to participate in the standing committees and attend the Legislative Summit?

**Reports from LSCC Subcommittees**

*Legislative Institution:*

Wayne Kidd, chair, reported that the Legislative Institution subcommittee is seeking to develop a new video to recognize a staff institutional achievement. The goal is to identify an achievement during the 2016-2017 LSCC year and to pursue production next LSCC (2017-2018) year for promotion at the 2018 Legislative Summit.

The subcommittee approved guidelines for LSCC mentors, which will be given to the immediate past staff chair to distribute to mentors for the 2017-2018 LSCC year. Also discussed were ways to further promote the graphic recordings from the “Legislative Staff Achievement Showcase” that took place at the 2016 Legislative Summit. The subcommittee will pursue promoting the recordings on NCSL’s homepage and in mailings to staff directors and other staff.
Kidd reported that the subcommittee discussed ways legislative staff can be featured in State Legislatures magazine. The subcommittee hopes that the recipients of the 2017 Legislative Staff Achievement Award will be listed in the September 2017 issue of State Legislatures. In addition, a few “What Staff Know” articles have been written for the magazine and legislative staff are invited to write — or brainstorm ideas — for the “Tools of the Trade” section of the magazine.

The subcommittee discussed the creation of talking points that can be given to staff directors that highlight ways to get involved — and the benefits of participation (including the protection of the legislative institution). Once a draft has been approved, it will be given to the Programs and Professional Development Subcommittee.

Finally, the subcommittee was supportive of pursuing an ethics session — led by Dr. Marianne Jennings — at the 2017 Legislative Summit in Boston.

Programs and Professional Development:
Wendy Jackson, chair, stated that the Programs and Professional Development subcommittee had a solid two hours of lively conversation at their meeting. The subcommittee heard from LSMI Co-Directors, Paul Danczyk of the University of Southern California and Steve Boilard from California State University about the 2017 Legislative Staff Management Institute (LSMI), July 22-29 in Sacramento, California. The co-directors described the success of LSMI and recent improvements to the program. The subcommittee talked about the current LSMI budget and a request to increase tuition. The tuition increase, from $2,750 to $2,975, was endorsed by the subcommittee.

The subcommittee is considering five potential speakers for the 2017 Legislative Summit for the three legislative staff sessions (Legislative Staff University, Legislative Staff Achievement Lunch, Legislative Staff Breakfast). The potential faculty are: Willow Jacobsen, Barbara Dershowitz, Celeste Headlee, Marianne Jennings and Willow Jacobson.

The subcommittee discussed moving forward with two webinars with the support of NCSL e-learning funds. The first webinar would cover how to give an effective presentation and convey complex ideas in a short amount of time. The second webinar topic would be a “lessons learned” or “tricks of the trade.”

Finally, there was a discussion about developing a certification program for legislative staff. This topic is not a new idea. The Legislative Staff Coordinating Committee considered a staff certification program about a decade ago. At that time, the LSCC decided not to pursue a certification program. The subcommittee discussed what changed since the report and if legislative offices wanted a certification program for staff and, if so, what core competencies need to be developed? The subcommittee will invite Jim Tamburro, Human Resource Director with the Connecticut legislature, to discuss Connecticut’s staff development and certification program.

Information Technology, E-Learning, Social Media, and Outreach:
Jon Heining, chair, reported that the IT subcommittee reviewed and discussed NCSL’s marketing report as well as how staff sections use social media to network and share information (examples – ASLCS Facebook Group, NALIT and LINCS twitter feeds).

Chair Heining said that other IT related activities were discussed, including ways to improve webinar audio and allowing access to archived web documents.

The subcommittee discussed the e-learning report and the guidelines for e-learning grants and endorsed the two webinars that the Programs and Professional Development subcommittee are pursuing. The subcommittee will pursue a “How to do a Better Webinar” and hopes to complete the webinar soon.
Finally, there were initial discussions about a staff survey – to understand how staff use and engage with NCSL. The last staff survey was conducted in 2012.

**Reports from LSCC Workgroups**

**Strategic Planning Workgroup:**
Staff Vice-Chair Chuck Truesdell discussed his interest in finding ways for legislative staff to further engage with NCSL and staff section governing boards. Vice-Chair Truesdell mentioned the difficulty in recruiting legislative staff to run for NCSL’s Executive Committee, NCSL staff vice-chair and staff section officers. The workgroup discussed why do staff want to get involved get involved and intend to explore this further in future meetings.

The Young and New Professional (YNP) group is transitioning from a networking group to an outlet where young and new legislative professionals can participate in professional development opportunities and share career building advice. The YNP group is exploring holding a pre-conference or post-conference in Boston.

**Staff Section Officers Workgroup:**
Amy Carlson, chair of the workgroup, said there was good sharing and exchange of information among the staff sections. Each staff section talked about what they are doing and their meetings plans for 2017 and 2018. The primary conclusion is that staff sections will look at potentially holding a “Super Professional Development” meeting in 2020. The workgroup also discussed online community groups and networking platforms. Chair Carlson mentioned that NALFO is looking using a LinkedIn page.

**Standing Committee Officers Workgroup:**
Jon Ball, co-chair of the workgroup, stated that staff participation was down at the 2016 Capitol Forum, about 70 legislative staff attended. There was a low response rate to the post Capitol Forum survey (16 legislative staff respondents of the 70 legislative staff attendees). An emerging theme from the survey was that staff would like a skills development session at the standing committee meetings. Future activities for the workgroup include planning a conference call for legislative staff on standing committees to talk about the Legislative Summit and other issues. The workgroup is also seeking to improve outreach to staff directors so that standing committee appointments can be updated. Finally, the workgroup will develop job descriptions for the chairs/vice-chairs of each of the standing committees.

**Legislative Staff Management Institute Update**
Chair Burciaga reminded the committee that there is a request to increase tuition for the Legislative Staff Management Institute (LSMI). Wendy Jackson, chair of the Programs and Professional Development subcommittee, moved to increase tuition for the Legislative Staff Management Institute (LSMI) from $2,750 to $2,975. Debra Levine seconded the motion. The committee voted unanimously to approve the motion.

Chair Burciaga recognized guest Steve Boilard, co-director of the Legislative Staff Management Institute and with the California State University in Sacramento. Steve thanked the committee for their support of the LSMI and for approving the tuition increase. The University of Southern California and California State University at Sacramento has designed and delivered the LSMI program for 13 years. Forty-two states have been represented during this time.

No other business was discussed and the meeting adjourned.
LSCC Staff Section Officers Work Group

Friday, April 21, 2017
9 – 10:30 a.m.
Canyon
Hotel Santa Fe

AGENDA

1. Welcome and Introductions

2. Staff Section Programming at 2017 Legislative Summit

3. Programming and other updates for 2017 Fall Professional Development Seminar

4. Marketing ideas for 2017 Fall Professional Development Seminars

5. Social Media Platforms (Online Community Platforms) – what do groups use and community governance

6. 2020 Super PDS

7. Other Business

Members
Chair: Amy Carlson, Montana; President, NALFO
Vice Chair: Susan Kannarr, Kansas; President, ASLCS
Robert Haney, President-Elect, ASLCS
Jennifer Jankowski, Utah, First Chair, LSS
K'Lynn Sloan Harris, Montana; Chair, LINCS
Jeff Fossett, Kentucky; Vice Chair, LINCS
Catherine Wusterhausen, Texas; Chair, LRL
Julia Covington, North Carolina; Vice-Chair, LRL
Jim Landers, Indiana; President-Elect, NALFO
Linda Wettstone, Virginia; Chair, NALIT
Kyle Forster, North Dakota; Vice Chair, NALIT
Greg Fugate, Colorado; Chair, NLPES
Linda Triplett, Mississippi; Vice Chair, NLPES
Anthony (Steve) Pike, Virginia; President, NLSSA
Martin Brock, North Carolina; Vice-President, NLSSA
Susan Byorth Fox, Montana; Co-Chair, RELACS
Julie Pelegrin, Colorado; Co-Chair, RELACS
Thomas Vaughn, Utah; Vice-Chair, RELACS

NCSL Staff: Angela Andrews, Kristin Shassetz
LSCC Standing Committees Work Group

Friday, April 21, 2017
9 – 10:30 a.m.
The Hacienda
Hotel Santa Fe

AGENDA

1. Welcome and Introductions
2. Outreach to Current Staff Officers
   a. Schedule a call
3. Outreach to Staff Directors on New Committee Appointments
4. Survey for Outgoing Staff Officers
5. Job Description and Checklist of Duties for New Incoming Staff Officers
6. Professional Development at the Capitol Forum
7. Other Business

Members
Co-Chair: Jonathan Ball, Utah
Co-Chair: Randy Dowell, Oklahoma
Vice Chair: Philip D. McCarthy, Maine
Vice Chair: Charles Sallee, New Mexico
Vice Chair: Katherine Schill, Minnesota
Vice Chair: John Snyder, Kentucky
Russell Humphrey, Tennessee
Debra Levine, New York
Joel Redding, Kentucky
Martha Wigton, Georgia

NCSL Staff: Neal Osten, Molly Rasmussen, Laura Tobler
LSCC Strategic Planning Work Group

Friday, April 21, 2017
9 – 10:30 a.m.
Kiva A
Hotel Santa Fe

AGENDA

1. Welcome and Introductions
2. YNP Activities at the Legislative Summit
3. NCSL Strategic Planning Process
4. Other Business

Members
Chair: Chuck Truesdell, Kentucky
Stephanie Barrett, Vermont
Rich Beckwith, Missouri
Lore Christopher, Oregon
Susan Furlong, Nevada
Sonia Gavin, Montana
J.J. Gentry, South Carolina
Jon Heining, Texas

Wendy Jackson, Wisconsin
Jennifer Jones, Texas
Wayne Kidd, Utah
Karen Lenertz, Minnesota
G. Paul Nardo, Virginia
Anne Sappenfield, Wisconsin
Jim W. Smith, North Dakota

NCSL Staff: Nancy Rhyme, Tim Storey
LSCC Legislative Institution Subcommittee

Friday, April 21, 2017
10:30 a.m. - Noon
The Hacienda
Hotel Santa Fe

AGENDA

1. Welcome and Introductions

2. Develop talking points for all legislative staff office directors to share with staff (1) to know about the different ways to get involved with NCSL and (2) to understand the benefits of NCSL involvement - including protection of the legislative institution.

3. Revising an Overview of the NCSL Organization (org chart, written summary, branded powerpoint)

4. Featured articles for State Legislatures magazine (Toolbox and What Staff Know)

5. Use of graphic recording images from 2016 “Legislative Staff Achievement Showcase” to promote staff contributions

6. Developing a new video to promote staff institutional achievements

7. Other Business

Members
Chair: Wayne Kidd, Utah
Vice Chair: Julie Pelegrin, Colorado
Vice Chair: Martha Wigton, Georgia
Stephanie Barrett, Vermont
Martin Brock, North Carolina
Randy Dowell, Oklahoma
Susan Furlong, Nevada

Robert Haney, Texas
Russell Humphrey, Tennessee
Karen Lenertz, Minnesota
Phillip D. McCarthy, Maine
G. Paul Nardo, Virginia
Katherine Schill, Minnesota
Catherine Wusterhausen, Texas

NCSL Staff: Angela Andrews, Laura Tobler
LSCC Programs and Professional Development Subcommittee

Friday, April 21, 2017
10:30 a.m. - Noon
Kiva A
Hotel Santa Fe

AGENDA

1. Welcome and Introductions
2. Summit Update
   a. Legislative Staff University
   b. Staff Lunch
   c. Staff Breakfast
3. LSCC Service Project for 2017
   a. Boys and Girls Club of Dorchester
4. Staff Certificate Program
   a. Jim Tamburro, Connecticut
   b. Beth Loudy, SGAC
5. LSMI
6. Other Business

Members
Chair: Wendy Jackson, Wisconsin
Vice Chair: Debra Levine, New York
Vice Chair: Jim Smith, North Dakota
Jonathan Ball, Utah
Amy Carlson, Montana
Kyle Forster, North Dakota
Jeff Fossett, Kentucky
Greg Fugate, Colorado

Sonia Gavin, Montana
J.J. Gentry, South Carolina
K‘Lynn Sloan Harris, Montana
Jennifer Jones, Texas
Susan Kannarr, Kansas
Anne Sappenfield, Wisconsin
John Snyder, Kentucky

NCSL Staff: Nancy Rhyme, Tim Storey
LSCC Information Technology, Social Media, E-Learning and Outreach Subcommittee

Friday, April 21, 2017
10:30 a.m. - Noon
Canyon
Hotel Santa Fe

AGENDA

1. Welcome and Introduction

2. Subcommittee’s New LinkedIn group
   a. Finding it
   b. Recommendations for next year

3. NCSL App Enhancements

4. E-Learning Funds Report

5. Legislative Staff Survey Update

6. Script for “How to Do a Webinar”

7. Video on “How to Organize a Webinar”

8. Other Business

Members
Chair: Jon Heining, Texas
Vice Chair: Jennifer Jankowski, Utah
Vice Chair: Joel Redding, Kentucky
Rich Beckwith, Missouri
Susan Byorth Fox, Montana
Lore Christopher, Oregon
Julia Covington, North Carolina

Jim Landers, Indiana
Anthony (Steve) Pike, Virginia
Charles Sallee, New Mexico
Linda Triplett, Mississippi
Thomas Vaughn, Utah
Linda Wettstone, Virginia

NCSL Staff: Diane Chaffin, Karen Hansen
MEMO TO: NCSL EXECUTIVE COMMITTEE
FROM: Senator Curt Bramble, NCSL Foundation President
SUBJECT: Status Report as of April 10, 2017
DATE: April 22, 2017

The Foundation’s Revenues - FY 2017

The Foundation Board approved an ambitious unrestricted fundraising goal of $2,450,500 for fiscal year 2017. As of April 7, 2017, the Foundation has raised $1,642,500 in unrestricted giving. This amount compares to $1,730,000 in unrestricted contributions at the same time last year.

Since July 2016, we have recruited 20 new sponsors – two at the platinum level, 10 at the gold level, and 8 at the silver level. This is an increase from 16 new sponsors last year. In addition, we have one platinum upgrade and three gold upgrades.

New Sponsors include:

<table>
<thead>
<tr>
<th>Sponsor</th>
<th>Level</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACS Cancer Action Network</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>Alkermes</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>American Institute of Architects</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>American Public Power Association</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Argentum</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>BD</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>Boston Scientific</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>College Board</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>DJI</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Genentech</td>
<td>Platinum</td>
<td>$25,000</td>
</tr>
<tr>
<td>Molina Healthcare</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>NWEA</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Organization for International</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Outdoor Industry Association</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>Premier</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Professional Beauty Association</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Sanofi</td>
<td>Gold</td>
<td>$12,500</td>
</tr>
<tr>
<td>Solar Energy Industries Association</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
<tr>
<td>UnitedHealth Group</td>
<td>Platinum</td>
<td>$25,000</td>
</tr>
<tr>
<td>WellCare Health Plans, Inc.</td>
<td>Silver</td>
<td>$7,500</td>
</tr>
</tbody>
</table>

Total new funding $235,000
In addition to the 20 new sponsors, we have 4 upgrade commitments. International Paper upgraded to Platinum, and BlueCross BlueShield Association, Multistate Associates, and Reason Foundation upgraded to gold. Additionally, we have three recently committed new sponsors: Conduent (silver), Fidelity Investments (silver), and Waste Management (gold).

Thank you for acknowledging Foundation sponsors who attend our meetings and please thank these organizations for their support of NCSL.

### Fundraising Activities

The Foundation has continued to offer enhanced opportunities to bring in new sponsors and renew current sponsors. Efforts since the January 2017 Executive Committee meeting in Scottsdale include:

- NCSL Foundation sponsors were given a “first glance” at the deep dives, issue forums, and committee sessions to be held at the NCSL Legislative Summit. This encourages an increased engagement from Foundation sponsors to comment and offer area expertise on the agenda. (February 2017)
- NCSL Executive Directors Luncheon, hosted by the Nuclear Energy Institute in Washington, D.C., where nearly 85 Foundation sponsors attended for a Q & A with Bill Pound on policy trends across the states. (March 2017)
- Prospecting reception hosted in Washington, D.C. where nearly 15 prospects, 5 new sponsors, and several NCSL Foundation board of directors attended. (March 2017)
- NCSL and SGAC joint luncheon was attended by nearly 65 Foundation sponsors and or SGAC members. Sponsors were seated by interest area with NCSL standing committees. Staff discussed programming for the upcoming NCSL Legislative Summit. (March 2017)
- NCSL co-sponsored the opening reception at the SGAC Annual Meeting to engage new sponsors in the mission and benefits of joining the NCSL Foundation. (March 2017)
- Happy Hour for Foundation sponsors and NCSL officers at the Spring Executive Committee Meeting in Santa Fe, New Mexico. (April 2017)

### Foundation Partnerships

**Multi-Sector P3 Partnership**

This partnership is exploring public-private partnerships on infrastructure beyond the typical transportation projects. The partnership kicked off last June in Minneapolis in conjunction with the Midwest Hub P3 conference and has met again as a pre-conference at the Legislative Summit in Chicago and at the Winter Executive Committee Meeting in Scottsdale, Arizona in January. The partners are looking to meet again in conjunction with the NCSL Legislative Summit in Boston this summer. Under the guidance of the partners, NCSL is conducting original research and creating unique educational experiences for legislators to increase their knowledge of P3s and P3 procurement. The findings of this partnership will be unveiled at the 2017 Boston Legislative Summit. Partners include: American Institute of Architects, American Society of Civil Engineers, Corvias, Design-Build Institute of America, Dorsey & Whitney, International Union of Operating Engineers, Philips, The Reason Foundation, Transurban, and WSP Parsons Brinckerhoff.
Retirement Security Partnership

<table>
<thead>
<tr>
<th>Awards and Transfers to NCSL for FY 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>Approved awards this fiscal year include Leaders’ Services, New Member Outreach, Web Development, Legislative Studies, Web Graphics &amp; Design, Database and Research Development, Legislative Staff Management Institute, KnowWho Database, International Programs and E-learning.</td>
</tr>
<tr>
<td>Since 1984, total awards and transfers from the Foundation to NCSL are over $20 million.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Foundation Operating Expenses for FY 2017</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Board of Directors approved an operating budget of $851,288 and $1,180,000 for awards to NCSL. The approved budget for the Ethics Center is $316,788 and the Women’s Legislative Network is $101,225. Currently, our operating expenses are on track and within the approved budget.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>The Foundation’s Annual Audit for FY 2016</th>
</tr>
</thead>
<tbody>
<tr>
<td>The firm of EKS&amp;H presented the NCSL Foundation audit during the Board of Directors Meeting on Saturday, January 14, 2017. The audit was accepted by the board of directors.</td>
</tr>
</tbody>
</table>
NCSL FOUNDATION
For State Legislatures

Board of Directors 2016-2017

President
The Honorable Curt Bramble
Senate President Pro Tempore
Salt Lake City, Utah

Vice President
Ms. Jean Cantrell
VP, State & Local Government Relations
Philips
Washington, D.C.

Secretary/Treasurer
Ms. Nancy Cyr
Director
Legislative Research Office
Lincoln, Nebraska

At-Large Members

Mr. Michael Adams
Director, Strategic Planning
State Senate
Richmond, Virginia

Mr. Wayne Fontein
AT&T
Hampton, New Jersey

The Honorable Brian Patrick Kennedy
Speaker Pro Tempore
Providence, Rhode Island

Ms. Elizabeth Bartz
State & Federal Communications
Akron, Ohio

Mr. Gary Fuchs
HP Inc.
Austin, Texas

Mr. Tim Martin
Amgen
Olympia, Washington

The Honorable Pamela Althoff
Senate Minority Caucus Chair
Springfield, Illinois

Mr. Tom Foulkes
Entertainment Software Association
Washington, D.C.

The Honorable Greg Leding
State Representative
Little Rock, Arkansas

Ms. Carol Stewart
Advance America
Spartanburg, South Carolina

Mr. Raul Burciaga
Director
Legislative Council Service
Santa Fe, New Mexico

Ms. Stefani Millie Grant
Unilever
Washington, D.C.

Mr. Jessy Moore
Teva Pharmaceuticals USA
Indian Springs, Alabama

Mr. Jon Burton
RFLX Inc.
Alpharetta, Georgia

The Honorable Brenda Gilmore
State Representative
Nashville, Tennessee

Mr. Ron Orlando
Comcast Cable Communications
Philadelphia, Pennsylvania

The Honorable Dan Blue
Senate Minority Leader
Raleigh, North Carolina

Ms. Stefani Millie Grant
Unilever
Washington, D.C.

Mr. Jeff Moore
Teva Pharmaceuticals USA
Indian Springs, Alabama

Mr. Chuck Truesdell
Director
Legislative Fiscal Analyst
Frankfort, Kentucky

Mr. Coltin Chiles
Mylan
Washington, D.C.

The Honorable Kemp Hannon
Senate Assistant Majority Leader, House Operations
Albany, New York

Mr. Ron Orlando
Comcast Cable Communications
Philadelphia, Pennsylvania

Ms. Danielle Waterfield
Institute of Scrap Recycling Industries, Inc.
Washington, D.C.

Ms. Christine Csizmadia
Nuclear Energy Institute
Washington, D.C.

The Honorable Toi Hutchinson
State Senator
Springfield, Illinois

The Honorable Joyce Peppin
House Majority Leader
St. Paul, Minnesota

Mr. Tom Wright
Chief of Staff
Office of the Speaker
Juneau, Alaska

Mr. Gerard Dehrmann
Walmart
Bentonville, Arkansas

The Honorable Sally Jameson
State Delegate
Annapolis, Maryland

Ms. Maureen Riehl
MultiState Associates, Inc.
Alexandria, Virginia

Mr. Jared Esselman
Aircraft Owners and Pilots Association
Frederick, Maryland

The Honorable Jay Kaufman
State Representative
Boston, Massachusetts

Ms. Chris Runge
American Federation of Teachers
Washington, D.C.
Platinum Sponsors

1-800 CONTACTS, Inc.
Advance America
Amgen
Anthem
Astellas Pharma US, Inc.
AT&T
Charter Communications
Comcast Cable Communications
Entertainment Software Association
Esri
Genentech
Gilead Sciences
Institute of Scrap Recycling Industries, Inc.
International Paper
Intuit
MAXIMUS
Mylan
NCTA—The Internet & Television Association
Novartis
Nuclear Energy Institute
Reynolds American Inc.
State Farm Insurance Companies
Takeda Pharmaceuticals U.S.A., Inc.
TIAA
UnitedHealth Group
University of Phoenix
Visa
Walmart

Gold Sponsors

21st Century Fox
AARP
ADM
Aircraft Owners and Pilots Association
Alliance of Automobile Manufacturers
Amazon
American Association for Justice
American Bankers Association
American Beverage Association
American College of Cardiology
American Council of Life Insurers
American Dental Association
American Federation of State, County & Municipal Employees
American Federation of Teachers
American Forest & Paper Association
American Fuel & Petrochemical Manufacturers
American Gas Association
American Heart Association
American Hotel & Lodging Association
American Institute of Architects
American Institute of CPAs
American Optometric Association
American Public Power Association
American Retirement Association*
American Society of Civil Engineers
America's Credit Unions
Anheuser-Busch Companies
Association for Accessible Medicines
AstraZeneca
Bank of America
Bayer Healthcare Pharmaceuticals
Best Buy
BlueCross BlueShield Association
Boehringer Ingelheim
Capital One
Cargill
The Carpet & Rug Institute
CenturyLink
Chevron
The College Board
Consumer Technology Association
Corvias Group*
Cox Communications, Inc.
Crown Cork & Seal Company, Inc.
CTIA-The Wireless Association
Daichi Sankyo, Inc.
Darden Restaurants, Inc.
Design-Build Institute of America*
DJI
Dorsey & Whitney, LLP*
EdChoice
Edison Electric Institute
Everytown for Gun Safety
Facebook
FOCUS, a Leonine Business
Google
HIMSS
HP Inc.
ibm
icitizen
IGT
Insured Retirement Institute, Inc.*
International Council of Shopping Centers
International Union of Operating Engineers*
Joe Foss Institute
LexisNexis State Net**
Lockridge Grindal Nauen P.L.L.P
Mallinckrodt Pharmaceuticals
MasterCard Worldwide
McKesson Specialty Health
McLane Company, Inc.

*Level based on total contributions—unrestricted and restricted  **In-kind contribution

Gold Sponsors continued on following page
Gold Sponsors (continued)

Mead Johnson Nutrition
Merck
Microsoft
Molina Healthcare
Motion Picture Association of America
MultiState Associates
National Apartment Association
National Association of Convenience Stores
National Athletic Trainers' Association
National Beer Wholesalers Association
National Education Association
National Retail Federation
National Rural Electric Cooperative Association
National Resources Defense Council
Novo Nordisk
NWEA
Organization for International Investment
PayPal
Penn State
Personal Care Products Council
The Pew Charitable Trusts
Philips
Premier
Professional Beauty Association
Reason Foundation*
Red Bull
RELX Inc.
Roche Diagnostics
Salt River Project
Sanofi
SAS Institute
Securities Industry and Financial Markets Association
Siemens
Society for Human Resource Management
Sodexo
Sprint
State & Federal Communications, Inc.
Stateside
Target
Tax Foundation
Teva Pharmaceuticals USA
T-Mobile
Transtar*
Unilever United States, Inc.
UPS
Vistra Energy
Walmart
Wells Fargo
West, A Thomson Reuters Business**
WSP Parsons Brinckerhoff*

Silver Sponsors

3M
AAA
ACS Cancer Action Network
Aflac
Agrifirm
Air-Conditioning, Heating, and Refrigeration Institute
Alkermes
American Academy of Pediatrics
American Association of Nurse Practitioners
American Chemistry Council
American Coalition for Clean Coal Electricity
American Coatings Association
American Electric Power
American Financial Services Association
American Gaming Association
American Hospital Association
American Medical Association
America's Health Insurance Plans
AmerisourceBergen
Argenx
Ash Grove Cement Company
Association of American Railroads
BD
Boston Scientific
Bristol-Myers Squibb
CEDA
The Coca-Cola Company
ComptIA
Consumer Healthcare Products Association
CropLife America
Diageo North America, Inc.
Dominion
eBay Inc.
Educational Testing Service
ExxonMobil
GlaxoSmithKline
General Mills
Hallmark Cards
The Hershey Company
InState Partners
International Bottled Water Association
John Deere
Johnson Controls
Johnson & Johnson
JPMorgan Chase & Co.
Mattel, Inc.
National Association of Chain Drug Stores
National Association of Home Builders
National Business Aviation Association
National Electrical Manufacturers Association
National Federation of Independent Business
Nike
Northrop Grumman
Outdoor Industry Association
Property Casualty Insurers Association of America
Purdue Pharma L.P.
Retail Industry Leaders Association
Satellite Broadcasting and Communications Association
Service Employees International Union
Solar Energy Industries Association
Toyota Motor North America
Wellcare

*Level based on total contributions: unrestricted and restricted  **In-kind contribution
NATIONAL CONFERENCE OF STATE LEGISLATURES

The Forum for America's Ideas

NCSL TASK FORCE ON INTERNATIONAL RELATIONS MEETING

Friday, April 21, 2017
9:00 a.m. – 3:00 p.m.
Kiva B
Hotel Santa Fe

Legislator
Representative Jay Kaufman, Massachusetts

Co-Chairs:
Assistant Speaker Felix Ortiz, New York
House Majority Leader Joyce Peppin, Minnesota
Speaker Pro Tempore Greg Snowden, Mississippi

Staff Co-Chair:
Raúl E. Burciaga, Director, Legislative Council Service, New Mexico

NCSL Staff:
Kathy Brennan Wiggins, Director, NCSL International Program

Friday, April 21

9:00 a.m. – 9:30 a.m. Welcome, Roundtable Introductions
Kiva B
Members of the Task Force will be asked to introduce themselves and mention a top issue in their home state, as will members of the Kenya National Parliament staff member delegation.

Presiding: Representative Jay Kaufman, Massachusetts

Speaker: Jeremiah Nyegenye, Clerk, Senate of Kenya

9:30 a.m. – 10:00 a.m. Update on Immigration Legislation in the States

Presiding Representative Jay Kaufman, Massachusetts

Speaker: Ann Morse, Program Director, Immigrant Policy Project, NCSL

10:00 a.m. – 10:15 a.m. Update on NCSL International Activities: Task Force Members
Kiva B
- U.S. Speakers Program in India
- MOU with CPAFFC
- Recent delegations
- MOU with UNALE
- Legislative Summit
10:30 a.m. – 12:00 p.m.  
*Joint Session with Task Force on Cyber Security: The Biggest Cyber Threats Facing State Government*

State computer systems store massive amounts of personal and sensitive information, and cyber threats against states have grown significantly and become more sophisticated. Threats can come from careless or malicious insiders and from external bad actors. Learn about the biggest threats and how to combat them.

*Speakers:*

**Terri Clark,** Director of Technical Services, Legislative Office of Information Services, Kansas  
**Mike Korgan,** National Security Officer, U.S. State and Local Government, Microsoft  
**Secretary Darryl Ackley,** Chief Information Officer, State of New Mexico  
**Alex Kent,** Senior Executive Adviser for Cyber Security, Los Alamos National Laboratory, New Mexico

12:00 p.m.– 1:00 p.m.  
*Lunch*

1:00 – 3:00 p.m.  
*Kiva B*  

*NAFTA and the Future of Cross-Border Trade in North America*

*Presiding: House Majority Leader Joyce Peppin,* Minnesota

*Speakers:*

**Jim Peach,** Ph.D  
Regents Professor, Department of Economics, Applied Statistics, and International Business, New Mexico State University

**The Honorable Robin Vos,** Speaker, Wisconsin House of Representatives

**The Honorable François Ouimet,** Vice President, Québec National Assembly

**The Honorable Chris Nielsen,** MLA, Alberta Legislative Assembly

**Representative of Mexican Consulate** (Invited)
NCSL Task Force on International Relations

IRTF Membership Roster as of April 2017

LEGISLATOR CO-CHAIRS
Representative Jay Kaufman, Massachusetts
Assistant Speaker Felix Ortiz, New York
House Majority Leader Joyce Peppin, Minnesota
Speaker Pro Tempore Greg Snowden, Mississippi

LEGISLATIVE STAFF CO-CHAIRS
Raúl Burciaga, New Mexico

LEGISLATIVE STAFF
Simon Berube, Québec
Dominic Garant, Québec
Susan Fox, Montana
Chuck Truesdell, Kentucky
Chuck Williams, South Carolina

EX OFFICIO MEMBERS
Senator Dan Blue, NCSL President, North Carolina
Senator Deb Peters, NCSL President-Elect, South Dakota
Senator Toi Hutchinson, NCSL Vice President, Illinois
Senate President Pro Tem Curtis Bramble, NCSL Immediate Past President, Utah
Raúl Burciaga, NCSL Staff Chair, New Mexico
Chuck Truesdell, NCSL Vice Staff Chair, Kentucky
Nancy Cyr, Immediate Past Staff Chair, Nebraska

NCSL STAFF CONTACT
Ms. Kathy Brennan Wiggins
Director, NCSL International Programs
Department
kathy.wiggins@ncsl.org
# NCSL Task Force on International Relations Meeting

The Hotel Santa Fe • Santa Fe, New Mexico • April 21, 2017

**Legislator Co-Chairs:**
- Representative Jay Kaufman, Massachusetts
- Assistant Speaker Felix Ortiz, New York
- House Majority Leader Joyce Peppin, Minnesota
- Speaker Pro Tempore Greg Snowden, Mississippi

**Staff Co-Chair:**
- Raúl E. Burciaga, Director, Legislative Council Service, New Mexico

**NCSL Staff:**
- Kathy Brennan Wiggins, Director, NCSL International Program

## Friday, April 21

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>9:00 a.m. – 9:30 a.m.</td>
<td>Welcome, Roundtable Introductions</td>
</tr>
<tr>
<td>Kiva B</td>
<td>Members of the Task Force will be asked to introduce themselves and mention a top issue in their home state, as will members of the Kenya National Parliament staff member delegation.</td>
</tr>
<tr>
<td>Presiding:</td>
<td>Representative Jay Kaufman, Massachusetts</td>
</tr>
<tr>
<td>Speaker:</td>
<td>Jeremiah Nyegenye, Clerk, Senate of Kenya</td>
</tr>
<tr>
<td>9:30 a.m. – 10:00 a.m.</td>
<td>Update on Immigration Legislation in the States</td>
</tr>
<tr>
<td></td>
<td>Presiding Representative Jay Kaufman, Massachusetts</td>
</tr>
<tr>
<td></td>
<td>Speaker: Ann Morse, Program Director, Immigrant Policy Project, NCSL</td>
</tr>
<tr>
<td>10:00 a.m. – 10:15 a.m.</td>
<td>Update on NCSL International Activities: Task Force Members</td>
</tr>
<tr>
<td>Kiva B</td>
<td>• U.S. Speakers Program in India</td>
</tr>
<tr>
<td></td>
<td>• MOU with CPAFFC</td>
</tr>
<tr>
<td></td>
<td>• Recent delegations</td>
</tr>
<tr>
<td></td>
<td>• MOU with UNALE</td>
</tr>
<tr>
<td></td>
<td>• Legislative Summit</td>
</tr>
</tbody>
</table>
10:30 a.m. – 12:00 p.m.  
*Joint Session with Task Force on Cyber Security: The Biggest Cyber Threats Facing State Government*

State computer systems store massive amounts of personal and sensitive information, and cyber threats against states have grown significantly and become more sophisticated. Threats can come from careless or malicious insiders and from external bad actors. Learn about the biggest threats and how to combat them.

*Speakers:*

**Terri Clark,** Director of Technical Services, Legislative Office of Information Services, Kansas  
**Mike Korgan,** National Security Officer, U.S. State and Local Government, Microsoft  
**Secretary Darryl Ackley,** Chief Information Officer, State of New Mexico  
**Alex Kent,** Senior Executive Adviser for Cyber Security, Los Alamos National Laboratory, New Mexico

12:00 p.m. -- 1:00 p.m.  
*Lunch*

1:00 – 3:00 p.m.  
*NAFTA and the Future of Cross-Border Trade in North America*

*Presiding: House Majority Leader Joyce Peppin,* Minnesota

*Speakers:*

**Jim Peach, Ph.D**, Regents Professor, Department of Economics, Applied Statistics, and International Business, New Mexico State University

**The Honorable Robin Vos,** Speaker, Wisconsin House of Representatives

**The Honorable François Ouimet,** Vice President, Québec National Assembly

**The Honorable Chris Nielsen,** MLA, Alberta Legislative Assembly

**Representative of Mexican Consulate** (Invited)
NATIONAL CONFERENCE OF STATE LEGISLATURES
BY-LAWS
Amended August 22, 2014

ARTICLE I
Name

Section 1. Name. The name of this organization shall be the National Conference of State Legislatures ("the Conference").

Section 2. Offices. Offices of the Conference shall be in such localities as shall be determined by the Executive Committee.

ARTICLE II
Purpose

Section 1. Purposes. The purposes and objectives of the Conference shall be:
(1) To advance the effectiveness, independence, and integrity of legislatures in the states, territories, and commonwealths of the United States.

(2) To foster interstate cooperation and to facilitate information exchange among state legislatures.

(3) To represent the states and their legislatures in the American federal system of government consistent with support of state sovereignty and state flexibility and protection from unfunded federal mandates and unwarranted federal preemption.

(4) To improve the operations and management of state legislatures; to improve the effectiveness of legislators and legislative staff; and to encourage the practice of high standards of conduct by legislators and legislative staff.

(5) To promote cooperation between state legislatures in the United States and legislatures in other countries.

ARTICLE III
Membership and Divisions

Section 1. Membership. The membership of the Conference shall consist of the legislatures of the states, the District of Columbia, and the territories and commonwealths of the United States. Payment of properly established membership dues shall be a condition of participation by legislators and legislative staff within each of the member jurisdictions.

Section 2. Divisions. The Conference shall have at least two participant divisions: a Legislator Division and a Staff Division. Other divisions may be established by the Executive Committee. Sections and committees may be established by the Executive Committee or by the divisions with the approval of the Executive Committee. The Legislator Division shall have a section for legislative leaders.

ARTICLE IV
Other Organizations

Section 1. Cooperation with other organizations. The Conference may cooperate with or establish relationships with such other groups, public or private, as may seem most likely to advance the purposes of the Conference, directing special effort toward cooperative work with those bodies that represent local and state governments. In order to more effectively promote state interests, the Conference shall seek a working association with the Council of State Governments and its regional conferences, while reserving and maintaining complete autonomy and independence of budget, staff and operations.
Section 2. International affiliates. The state or provincial legislatures of other countries may affiliate with the Conference. International affiliates shall not be entitled to vote, but may have members serve on NCSL standing committees and the Executive Committee subject to conditions established by the Executive Committee.

ARTICLE V
Meetings and Rules

Section 1. Annual meetings. The Conference shall meet annually at such time and place as may be determined by the Executive Committee.

Section 2. Special meetings. Special meetings of the Conference may be called by the Executive Committee at any time; or shall be called by the President upon request of any member jurisdiction. The meeting shall be held within forty-five days after filing of the request with the Executive Director. The notice of the meeting shall state its purpose. No other business shall be considered.

Section 3. Notice of meetings. The Executive Director shall provide timely written notice of Annual and special meetings of the Conference not less than thirty days prior to the opening of the meeting.

Section 4. Voting at annual meeting. Roll call voting at the Annual Meeting shall be by member jurisdiction, and each member jurisdiction in good standing shall be entitled to cast one vote regardless of the number of delegates present from that jurisdiction. A quorum for the transaction of business shall consist of representation from at least twenty member jurisdictions. On any vote that places the Conference on record in a matter of public policy, an affirmative vote of three-fourths of the jurisdictions who respond to the most recent quorum call shall be required to adopt the motion. A state not present for the most recent quorum call can, before the start of the next roll call vote, request recognition from the presiding legislator Chair and be recorded as present for purposes of the quorum. New quorum calls shall be conducted at the request of five (5) member jurisdictions. The determination of the vote within each jurisdiction shall be by the members present from that jurisdiction. On any vote that places the Conference on record in a matter of public policy, legislative staff shall not be entitled to vote.

Section 5. Rules. Rules governing the conduct of meetings shall be recommended by the Executive Committee and adopted by the Conference. Mason’s Manual of Legislative Procedure shall govern the proceedings of the Conference in all cases not covered by these Bylaws or the Conference Rules of Procedure.

Section 6. Proxy voting. There shall be no proxy voting during any proceedings of the Conference.

ARTICLE VI
Officers and Executive Committee

Section 1. Officers. The officers of the Conference shall be a President, a President-Elect, a Vice President, and the Immediate Past President; and a Staff Chair, a Staff Vice Chair, and the Immediate Past Staff Chair.

Section 2. Executive Committee Composition and Voting Privileges. The Executive Committee shall be composed of forty-one legislators, twenty-one legislative staff and one nonvoting ex officio legislator member representing international affiliates. The legislator member representing international affiliates is nominated by the Nominating Committee.

(1) The legislator members shall be;
  a. The President;
b. The Immediate Past President;
c. The President-Elect;
d. The Vice President;
e. Twenty-seven at-large members;
f. One ex officio member representing the state hosting the annual meeting at the time of that member’s election;
g. Two ex officio members representing the states hosting the next two annual meetings;
h. The Co-Chairs of the NCSL Standing Committees, who serve ex officio, appointed by the President and President-Elect; and
i. Five ex officio members representing the Council of State Governments, including the Chair of the Council and one member or alternative member elected from each of the four regional conferences of the Council, as provided by Subsection (4) of Section 2.
(2) The legislative staff members shall be:
a. The Staff Chair;
b. The Staff Vice Chair;
c. The Immediate Past Staff Chair;
d. Sixteen at-large members; and
e. The Staff Co-Chairs of the NCSL Standing Committees, who serve ex officio, appointed by the Staff Chair.
(3) Ex officio members are voting members of the Executive Committee, unless otherwise provided.
(4) Following the NCSL Annual Meeting, the CSG Regional Conference Members and Alternates shall be elected from states not having at-large legislator representation on the Executive Committee.

ARTICLE VII
Nomination and Election Procedures

Section 1. Legislator Nominating Committee. The President shall appoint a Legislator Nominating Committee of twelve members at least sixty days prior to the next Annual Meeting. The Nominating Committee shall consist of an equal number of Republicans and Democrats. It shall include at least one Democrat and one Republican from each region and no more than four members from the same region. The President shall select members with the advice and consent of the legislator members of the Executive Committee. The President shall appoint the chair of the Legislator Nominating Committee, who shall be a legislative leader.

Section 2. Legislative Staff Nominating Committee. The Staff Chair shall select a Legislative Staff Nominating Committee consisting of seven legislative staff at least sixty days prior to the next Annual Meeting. The Staff Chair shall select members with the advice and consent of staff members of the Executive Committee. The Staff Chair shall appoint the chair of the Legislative Staff Nominating Committee.

Section 3. Nominating procedures for legislator officers. The Legislator Nominating Committee shall present to the Annual Meeting a slate of candidates for the offices of President-Elect and Vice President. The President succeeds automatically from the office of President-Elect; the Immediate Past President succeeds automatically from the office of President. No officer who has served one full term shall be eligible for reelection to the same office until at least one intervening term has elapsed. The President-Elect and Vice President shall be legislative leaders from a member jurisdiction at the time of their election. The offices of President, President-Elect and Vice President shall alternate between the two major political parties. For the office of Vice President and President-Elect, the Legislator Nominating Committee may submit more than one name.

Section 4. Nominating procedures for legislators on the Executive Committee. The Legislator Nominating Committee shall present to the Annual Meeting a slate of candidates for the at-large positions, the member representing international affiliates and the annual meeting host state positions on the Executive Committee. In nominating members for the Executive Committee, the Legislator Nominating Committee shall, insofar as possible, consider geographic balance. At least ten of the at-large members of the Executive Committee shall be legislative
leaders at the time of their election. No more than two legislator members other than ex officio members shall come from the same state.

Section 5. Legislative Staff Nominating Committee duties. The Legislative Staff Nominating Committee shall present to the Annual Meeting a slate of candidates for the Executive Committee and the office of Staff Vice Chair. The Staff Chair succeeds automatically from the office of Staff Vice Chair. The Immediate Past Staff Chair succeeds automatically from the office of Staff Chair. All nominees of the Legislative Staff Nominating Committee shall be full-time professional legislative staff from member jurisdictions. In nominating legislative staff for the Executive Committee, the Legislative Staff Nominating Committee shall, insofar as possible, consider geographic balance. No more than one legislative staff member shall come from the same state, except that states represented by an officer or ex officio member may have two members.

Section 6. State representation on the Executive Committee. Each state shall have the opportunity to be represented on the Executive Committee at least once every five years.

Section 7. Consecutive terms. No member of the Executive Committee other than an officer or ex officio member may serve for more than three consecutive terms. Terms as officers or ex officio members shall not count toward the limitation of three consecutive terms.

Section 8. Floor nominations. Additional nominations may be made from the floor for the offices of Vice President and President-Elect. Such candidates shall be qualified under Article VII, Section 3.

Section 9. Voting procedures. Voting on the reports of the nominating committees shall be by member jurisdiction, and each member jurisdiction in good standing shall be entitled to cast one vote regardless of the number of delegates present from that jurisdiction. A majority of the member jurisdictions who respond to the most recent quorum call shall be required to adopt the reports of the nominating committees. If no nominee receives a majority of the member jurisdictions who respond to the most recent quorum call on the first ballot, there shall be a runoff ballot among the two nominees receiving the highest vote. The nominee who receives a majority of votes on the runoff ballot shall be elected.

ARTICLE VIII
Terms of Office and Vacancies

Section 1. Terms. The term of office for the officers and other members of the Executive Committee shall be from the close of the annual meeting through the next following annual meeting.

Section 2. Vacancies. In the event of a vacancy in the office of President, the Executive Committee shall elect a past President of the Conference or a member of the Executive Committee to serve the remainder of the term. Such person shall be of the same political party as the person vacating the office. In the event of a vacancy in the office of Staff Chair, the Staff Vice Chair shall succeed to the office of Staff Chair. The Executive Committee shall fill other elected offices, if vacant, at any regular or special meeting.

ARTICLE IX
Duties of Officers

Section 1. President. The President shall serve as chair of the Executive Committee and as a member, ex officio, with the right to vote, on all committees and subcommittees of the Executive Committee except the Nominating Committee. The President, with the approval or authorization of the Executive Committee, shall appoint the legislator officers and members of all appropriate committees and subcommittees of the Executive Committee. The
President shall preside at all meetings of the Executive Committee. The President shall perform such other duties as are incidental to the office of President or as may be prescribed by the Executive Committee.

Section 2. President-Elect. The President-Elect shall perform the duties of the President in the event of the President's absence or inability to serve. Other duties may be delegated to the President-Elect by the Executive Committee or the President.

Section 3. Vice President. The Vice President shall perform the duties of the President-Elect in the event of the absence or inability of the President-Elect to serve. Other duties may be delegated to the Vice President by the Executive Committee or the President.

Section 4. Immediate Past President. The Immediate Past President shall serve as the President of the Foundation for State Legislatures and shall perform other duties as assigned by the Executive Committee and the President.

Section 5. Staff Chair. The Staff Chair shall serve as the chair of the Staff Division of the Conference and perform such other duties delegated by the Executive Committee or the President. The Staff Chair, with the approval or authorization of the Executive Committee, shall appoint the legislative staff officers and members of all appropriate committees and subcommittees of the Executive Committee.

Section 6. Staff Vice Chair. The Staff Vice Chair shall serve as Vice Chair of the Staff Division and shall perform the duties of the Staff Chair in the event of the officer's absence or inability to serve, and perform such other duties as may be delegated to the Staff Vice Chair by the Staff Chair or the Executive Committee.

Section 7. Immediate Past Staff Chair. The Immediate Past Staff Chair shall serve as the Secretary-Treasurer of the Foundation for State Legislatures and shall perform other duties as assigned by the Executive Committee and the Staff Chair.

Section 8. Appointment of Standing Committee Officers. The legislator officers of the Conference's standing committees, including the overall standing committee legislator officers, shall be appointed by the President and the President-elect. The staff officers of the Conference's standing committees, including the overall standing committee legislative staff officers, shall be appointed by the Staff Chair.

ARTICLE X
Powers of the Executive Committee

Section 1. Executive Committee powers. The Executive Committee is the governing body of this Conference. The Executive Committee shall supervise, control and direct the affairs of the Conference; shall implement the policies of the Conference; shall actively prosecute its objectives; and supervise the disbursement of its funds. The Committee may adopt rules and regulations for the conduct of its business and may delegate certain of its authority and responsibility to committees, divisions, sections, officers, and the Executive Director.

ARTICLE XI
Executive Committee Procedures

Section 1. Quorum and voting. A majority of the Executive Committee's membership shall comprise a quorum. On any vote not otherwise specified, a simple majority of the members present and voting is required for passage. Each member shall be entitled to vote on any matter coming before the Committee. On any vote that places the
NATIONAL CONFERENCE OF STATE LEGISLATURES
BY-LAWS
Amended August 22, 2014

Conference on record in a matter of public policy, legislative staff shall not be entitled to vote. All decisions on voting eligibility of staff members shall be made by the President, subject to appeal to the Executive Committee.

Section 2. Meetings of the Executive Committee. The Executive Committee shall meet at least three times each year at such time and place as the Committee shall decide. No more than one meeting during the Annual Meeting of the Conference shall be used to satisfy this requirement.

Section 3. Absences from Executive Committee meetings. Absence from two Executive Committee meetings within a year without cause shall be grounds for removal.

Section 4. Reimbursement. Upon authorization of the President, Executive Committee members may be reimbursed for actual and necessary expenses for travel directly related to official NCSL activities. The officers may receive a per diem in addition to actual and necessary expenses if their home state does not pay such per diem.

Section 5. Executive Committee meetings open. All meetings of the Executive Committee shall be open to the public.

Section 6. Setting the Conference’s Priorities and Issues.
At the start of the biennium, the Executive Committee shall establish the state federal priorities and major state issues with input from the standing committees, task forces of the Executive Committee, the Conference’s officers, members of the Executive Committee and the Executive Director. These state federal priorities and major state issues shall serve to guide the Conference’s representation before the federal government, in standing committees and meeting programming and grant funded research.

Section 7. Adopting policy directives and resolutions under emergency circumstances. In emergency circumstances, when there is insufficient time to consider a new policy directive and resolution under normal processes, policy directives and resolutions having the same force and effect as policy directives and resolutions adopted by the full Conference may be established by either of the following means: (1) majority vote of the legislator members, present and voting, of the Executive Committee in meeting assembled; or (2) the unanimous agreement by conference call of the President, the President-Elect, the Vice President, the Immediate Past President, the Legislator Co-Chairs or a legislator Vice Chair of the NCSL Standing Committees, and the Legislator Co-Chairs or a legislator Vice Chair of the appropriate standing committee. Proposed policy directives and resolutions must be provided to the NCSL Executive Director by 4:00 p.m. of the day before the NCSL Executive Committee meeting.

ARTICLE XII
Committees and Subcommittees of the Executive Committee

Section 1. Committees and subcommittees. There shall be a Budget, Finance and Rules Committee, and such other committees and subcommittees as the Executive Committee may authorize. Membership on committees and subcommittees shall be divided between legislator and staff members in accord with voting eligibility on the Executive Committee, unless otherwise provided by the Executive Committee. The Legislator and Staff Chairs and members of these committees and subcommittees shall be appointed by the President and Staff Chair, respectively, with the approval of the Executive Committee.

ARTICLE XIII
Executive and Staff

Section 1. Executive Director. The Executive Committee shall appoint an Executive Director and determine the terms and conditions of employment.
Section 2. Duties of Executive Director. The Executive Director shall be the chief administrator of the Conference, responsible for all management functions under the direction of the officers and Executive Committee. The Executive Director shall manage and direct all activities of the Conference as prescribed by the Executive Committee and shall be responsible to the Committee. The Executive Director shall employ members of the staff necessary to carry on the work of the Conference, shall fix their compensation within the approved budget, subject to the direction and approval of the officers and Executive Committee, supervise them in the conduct of their duties, and terminate them as necessary.

Section 3. Deputy Executive Director. There shall be a Deputy Executive Director who shall perform duties as assigned by the Executive Director.

Section 4. Acting Executive Director. In the event of an unanticipated vacancy in the position of Executive Director, the officers of the Executive Committee shall name an Acting Executive Director for a designated period until the Executive Director returns or a permanent successor is named.

ARTICLE XIV
Finance

Section 1. Funding. The Executive Committee shall determine the funding of the Conference, which shall include but not be limited to membership dues. Population of each jurisdiction shall be a factor in the determination of the amount of dues.

Section 2. Financial Rules. The Budget and Finance Committee shall present to the Executive Committee a set of "Financial Rules," which, when adopted, shall govern the fiscal affairs of the Conference without re-adoption except that they may be amended from time to time. These Financial Rules shall establish the fiscal year of the Conference, set forth the extent of surety bonding required, provide for the annual audit, specify the way grants in aid are to be solicited and handled, and such other items of fiscal management as are deemed necessary.

Section 3. Conference Budget. The Budget and Finance Committee shall make budget recommendations to the Executive Committee. The Executive Committee shall submit to the Conference at its Annual Meeting a proposed budget for the coming fiscal year for consideration and adoption by the Conference. The Executive Committee may approve transfers of funds within the budget adopted by the Conference or amend the budget during the course of the fiscal year by a two-thirds vote of the entire Executive Committee.

Section 4. Financial audit. The accounts of the Conference shall be audited annually by a certified public accountant retained by the President with the approval of the Executive Committee. Such audit shall be reported to the Executive Committee and to the Conference at its Annual Meeting.

ARTICLE XV
Miscellaneous

Section 1. Political Activities. The Conference shall not, at any time, directly or indirectly participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office.
ARTICLE XVI
Dissolution

Section 1. Dissolution. Upon dissolution of this Conference for any reason such funds remaining after the satisfaction of all obligations shall be returned to the member jurisdictions in the proportion to which they were received during the prior fiscal year.

ARTICLE XVII
Definitions

For the purposes of these bylaws and other instruments of the Conference, certain terms shall be defined as follows:
Section 1. Legislative leaders. "Legislative leaders" are those members of each legislature who are elected by the body in which they serve or by its respective political caucuses to be presiding officer, majority or minority leaders, and any other officers elected by the body as a whole; and any other legislator so designated by the presiding officer of either house.

Section 2. Regions. "Regions" refers to states and territories grouped together as prescribed by the bylaws of the Council of State Governments for the purpose of defining its regional legislative conferences.

ARTICLE XVIII
Amendments

Section 1. Amendments. The Conference at any meeting may amend these Bylaws by a three-fifths majority vote of the member jurisdictions who respond to the most recent quorum call. A state not present for the most recent quorum call can, before the start of the next roll call vote, request recognition from the presiding legislator Chair and be recorded for purposes of the quorum. New quorum calls shall be conducted at the request of five (5) member jurisdictions. A notice of such amendments shall be filed with the Executive Director at least thirty days prior to the meeting. Upon receipt of a copy of the proposed amendments, the Executive Director shall forward copies thereof to the presiding officers of each house of every member legislature and to the members of the Conference Executive Committee.

ARTICLE XIX
Effective Date

Section 1. Effective date. These Bylaws shall take effect on January 1, 1975, provided that they are adopted by the governing bodies of the National Legislative Conference, National Conference of State Legislative Leaders, and the National Society of State Legislators.

RULE I
RULES OF PROCEDURE

[A] These rules of procedure shall be construed in conformity with the Bylaws of the National Conference of State Legislatures.

[B] On any issue not covered by these rules of procedure or by the Bylaws, Mason's Manual of Parliamentary Procedure shall be the standard authority, when applicable.

RULE II
INTRODUCTION, REFERRAL AND DISSEMINATION OF POLICY DIRECTIVES, RESOLUTIONS AND AMENDMENTS

[A] Any legislator may file a policy directive, resolution or amendments to an existing policy directive or resolution designed for consideration at the Forum Business Meeting or the Annual Business Meeting.

[B] Policy directives and resolutions developed by the Standing Committees shall be directed at Congress, the Administration, or the federal courts, and shall be related to issues that affect the states and shall be consistent with support of state sovereignty and state flexibility and protection from unfunded federal mandates and unwarranted federal preemption.

[C] Resolutions shall be used to (1) bolster a lobbying position; (2) clarify a question of ambiguity in current policy; (3) provide guidance about the specifics of pending regulatory federal decisions; or (4) provide guidance about strategy or tactics regarding a lobbying matter.

[D] There shall be a Memorial Calendar for resolutions that do not comply with Rule II [B]. Members shall file memorial resolutions with the Executive Director in accordance with other provisions of these Rules. The legislator co-chairs of the standing committees shall refer such resolutions to the appropriate standing committee or the Executive Committee. Memorial resolutions adopted by the Forum business meetings, or Executive Committee shall be placed on the memorial calendar of the Annual Business Meeting.

[E] Policy directives, resolutions or amendments to existing policy directives or resolutions shall be filed with the Executive Director or designee at least thirty days prior to the Forum Business Meeting or Annual Business Meeting. The overall legislator Co-Chairs of the Standing Committees, in consultation with the Co-Chairs of the appropriate standing committee, may waive the thirty day deadline under extraordinary circumstances. The legislator Co-Chairs of the Standing Committees shall refer such policy directives, resolutions and amendments to existing policy directives or resolutions promptly to the appropriate standing committee or committees. Each policy directive, resolution and amendment to an existing policy directive or resolutions shall be reviewed and acted upon by the committee to which it is referred.

[F] Policy directives, resolutions and amendments to existing policy directives or resolutions originating in the standing committees shall be submitted to the Executive Director or designee for referral by the legislator Co-Chairs of the Standing Committees at least thirty days prior to the Forum Business Meeting or Annual Business Meeting. The legislator Co-Chairs of the Standing Committees, in consultation with the Co-Chairs of the appropriate standing committee, may waive the thirty day deadline under extraordinary circumstances. The legislator Co-Chairs of the Standing Committees shall refer such
policy directives, resolutions and amendments to existing policy directives or resolutions promptly to the appropriate standing committee or committees.

[G] Standing committees shall disseminate draft policy directives, resolutions and amendments to existing policy directives or resolutions at least twenty days prior to the Forum Business Meeting or Annual Business Meetings. Distribution shall be to all standing committee members, members of the NCSL Executive Committee, legislative leaders of the member jurisdictions and others as determined by the legislator Co-Chairs of the Standing Committees. The legislator Co-Chairs of the Standing Committees, in consultation with the appropriate committee Co-Chairs, may waive this deadline under extraordinary circumstances.

RULE III

POLICY DIRECTIVES AND RESOLUTIONS, AND AMICUS BRIEF ADOPTION PROCESS

[A] All policy directives and resolutions produced by an NCSL standing committee shall be submitted to the Forum Business Meetings or the Annual Business Meeting for adoption. All policy directives and resolutions produced by the NCSL standing committees and the Forum Business Meetings shall be submitted to the Annual Business Meeting for final adoption. In the interim between Legislative Summits, policy directives and resolutions may be adopted by Committees, but they shall clearly indicate that they are the policy directives and resolutions of that Committee, and not of the Conference as a whole.

[B] In emergency circumstances, when there is insufficient time to consider a new policy directive or resolution under normal processes, policy directives or resolutions having the same force and effect as policy directives and resolutions adopted by the full Conference may be established by either of the following means: (1) majority vote of the legislator members, present and voting, of the Executive Committee in meeting assembled; or (2) the unanimous agreement by conference call of the NCSL President, the NCSL President-Elect, the NCSL Vice President, the NCSL Immediate Past President, the legislator Co-Chairs or a legislator Vice Chair of the NCSL Standing Committees, and the Co-Chairs or Vice Chair of the appropriate standing committee or committees.

[C] All policy directives of the Conference shall not expire but must be reviewed by the standing committee of jurisdiction at least once every four years and can be updated or amended by a standing committee at any time, adhering to the NCSL By-Laws and Rules of Procedure. All resolutions of the Conference shall automatically terminate one year after the Annual Business Meeting at which they are adopted, unless reaffirmed in the normal policy process.

[D] The decision to name NCSL as an amicus curiae on briefs filed before the U.S. Supreme Court shall be by unanimous agreement of the NCSL President, the NCSL Immediate Past President, the NCSL President-Elect, the NCSL Vice President, the legislator Co-Chairs of the NCSL Standing Committees, the legislator Co-Chairs of the Law, Criminal Justice and Public Safety Committee and legislator Co-Chairs of other standing committees that have jurisdiction over the question to be resolved by the amicus brief. In the event any person voting indicates a veto, the President may initiate a conference call to allow for discussion and to confirm each person's vote.
RULE IV
STANDING COMMITTEE PROCEDURES

[A] There shall be standing committees and task forces of NCSL whose number and jurisdictions are determined by the Executive Committee. The standing committees and task forces (1) consider federal issues that affect states; (2) formulate policy positions on federal issues; (3) exchange information about state and federal policy matters; (4) consider and evaluate innovative approaches to state issues; (5) develop policy options and recommendations regarding state issues and legislative organization, management and procedures.

[B] There shall be overall legislator Co-Chairs and overall legislative staff Co-Chairs of the Standing Committees. The legislator Co-Chairs shall be appointed for a term of two years by the NCSL President and President-elect. There shall be at least two overall legislator vice chairs balanced by political party who shall be appointed by the NCSL President and President-elect for a term of two years.

The overall legislative staff Co-Chairs and the overall legislative staff vice chairs serve staggered terms of two years. Each year, the Staff Chair appoints one staff Co-Chair and at least one staff vice chair to a two-year term.

[C] A quorum for the adoption of policy directives and resolutions in Standing Committees shall consist of representation of appointed legislator members, or in their absence, legislator substitutes designated in writing by appointed members’ presiding officers, from at least ten (10) member jurisdictions. Letters designating substitutes or new appointments shall be delivered to the appropriate legislator committee Co-Chairs no later than the beginning of the committee session at which a vote on public policy will occur. The Legislator Co-Chairs of each standing committee shall, prior to a committee vote(s) on a matter of public policy, establish the presence of a quorum.

[D] All voting in standing committees, subcommittees or task forces shall be by voice, except when a roll call vote is requested by two (2) member jurisdictions, or is called by the legislator Co-Chairs.

[E] On matters of public policy that place the standing committees, subcommittees, and task forces on public record, an affirmative vote of three-fourths (3/4) of the member jurisdictions who respond to the most recent quorum call is required. A state not present for the most recent quorum call can before the start of the next roll call vote request recognition from the presiding legislator chair and be recorded as present for purposes of the quorum. New quorum calls shall be conducted at the request of five (5) member jurisdictions. On all other matters, a quorum being present, action is final by majority vote of the member jurisdictions who responded to the most recent quorum call.

[F] Votes on matters of public policy shall be cast by appointed legislator members, or in their absence, by legislator substitutes designated in writing by appointed members’ presiding officers. All legislators duly registered for the fall and spring meetings shall be entitled to vote at the business meeting. Legislative staff shall not be entitled to vote on matters of public policy. In the event of a roll call vote, each member jurisdiction shall be entitled to cast one undivided vote. Each member jurisdiction shall select a spokesperson who will announce the vote of the delegation. Disputes on the presence of a quorum or voting procedures shall be settled by ruling of the legislator chair.

[G] Co-Chairs of the standing committees have authority to preserve order and decorum and have charge of the rooms in which the committees meet.

[H] Each standing committee, subcommittee and task force shall produce a summary of each of its meetings. Included in the summary shall be a record of its roll call votes by member jurisdiction.
[I] Standing committees, shall approve, approve with amendment, postpone, table or defeat each policy directive and resolution submitted to it.

RULE V
STEERING COMMITTEE PROCEDURES

[A] There shall be a Steering Committee of the Standing Committees, which shall be composed of the overall legislator and legislative staff Co-Chairs of the Standing Committees, the overall legislator and legislative staff vice chairs of the Standing Committees, and the legislator and legislative staff Co-Chairs of each standing committee. The committee Co-Chairs shall designate a legislator committee vice chair and the legislative staff Co-Chairs shall designate a legislative staff vice chair to represent the committee with the Steering Committee in their absence. Only legislator members of the Steering Committee shall vote on policy directives and resolutions, amendments to policy directives and resolutions, and procedural motions related thereto, except legislative staff shall be allowed to vote on joint and re-referrals of policy directives and resolutions.

[B] The Steering Committee at its meeting prior to the standing committee meetings shall review policy directives, resolutions and amendments to policy directives and resolutions filed under Rule II for inconsistencies to Rule II [B] and omissions. Policy directives, resolutions or amendments to policy directives and resolutions that are determined by a majority vote of the legislator members of the Steering Committee to be inconsistent with Rule II [B] shall not be considered by the standing committee to which such policy directive, resolution or amendment was referred.

[C] The Steering Committee at its meeting prior to the standing committees’ meetings shall determine, by majority vote, policy directives, resolutions and amendments to policy directives and resolutions to be considered by more than one committee. The Steering Committee shall designate one standing committee as the lead committee on each jointly-referred resolution. Any standing committee to which the resolution is referred may report the resolution on the floor. If the lead committee adopts a version of the resolution, it shall be considered first at the Forum Business Meeting or Annual Business Meeting; other committees shall offer their versions and amendments from the floor.

[D] In its meeting following the meetings of the standing committees, the Steering Committee shall establish the order of business and calendars for the business meetings; and designate policy directives and resolutions to be re-referred to one or more other committees. The policy directives or resolutions approved by the committee with original jurisdiction automatically shall be placed on the debate calendar at the next Forum Business Meeting or Annual Business Meeting. If the committee to which the policy directive or resolution is re-referred approves changes to it, it shall offer its version as an amendment on the floor. The Steering Committee shall also identify emerging state and federal issues; coordinate outreach to legislators and staff regarding the standing committees; coordinate planning of the Forum meetings; and consider the use of innovative technologies and communications devices for conducting meetings, increasing participation and informing legislators and staff about the work of the Standing Committees.

RULE VI
QUORUM AND PROXIES – FORUM AND ANNUAL BUSINESS MEETINGS

[A] As required by the Bylaws, a quorum for the transaction of business at the Annual Meeting shall consist of representation from at least twenty (20) member jurisdictions.
[B] As required by the Bylaws, voting rights of a member may not be delegated to any other person nor exercised by proxy.

RULE VII
VOTING IN FORUM AND ANNUAL BUSINESS MEETINGS

[A] All action in the Forum Business Meeting or Annual Business Meeting shall be by voice vote except when a roll call vote is requested by not less than five member jurisdictions or is ordered by the chair.

[B] As provided in the Bylaws, on any vote that places the Conference on record in a matter of public policy, an affirmative vote of three quarters (3/4) of the member jurisdictions who respond to the most recent quorum call shall be required. A state not present for the most recent quorum call can, before the start of the next roll call vote, request recognition from the presiding legislator chair and be recorded as present for purposes of the quorum. New quorum calls shall be conducted at the request of not less than five (5) member jurisdictions. On all other matters, action is final by majority vote of the member jurisdictions who responded to the most recent quorum call. On any vote that places the Conference on record in a matter of public policy, legislative staff shall not be entitled to vote.

[C] In the event of a roll call vote, each member jurisdiction shall be entitled to cast one undivided vote. Prior to the Forum Business Meeting and the Annual Business Meeting, each member jurisdiction shall select the spokesperson who will announce the vote.

[D] When a roll call is being taken, the member jurisdictions shall be called in alphabetical order by the Executive Director. The spokesperson for the delegation shall reply by giving his or her name and then announcing the vote of the delegation.

[E] If there is a challenge by a member of a delegation as to who shall be its spokesperson or as to the announced vote, the jurisdiction shall be called upon again. If the challenger continues the challenge, the chair shall poll the delegation and shall declare that the majority of said delegation prevails.

[F] Until the chair announces the results of a vote, a jurisdiction has the right to change its vote, or to have its vote recorded if it was not recorded during the initial call of the vote, based on the most recent quorum call.

[G] Consideration of policy directives and resolutions shall be by calendar. The consent calendar shall be limited to policy directives and resolutions approved previously at the Forum Business Meetings or reported unanimously by an NCSL standing committee at the annual meeting. The debate calendar shall include all policy directives and resolutions passed by the NCSL standing committees without unanimity; policy directives and resolutions removed from the consent calendar by majority vote of the Steering Committee; and policy directives and resolutions removed from the consent calendar at the Annual Business Meeting at the request of three (3) member jurisdictions. The memorial calendar shall include all resolutions that do not comply with Rule II [D], and approved according to rules governing consideration of policy directives and resolutions.

[H] All policy directives, resolutions and amendments shall be submitted in writing, adhering to the NCSL By-Laws and Rules of Procedure, and available prior to the vote of member jurisdictions.

[I] Policy directives and resolutions that have been tabled or postponed by a committee may be brought for consideration following disposition of the debate calendar by a vote of two thirds (2/3) of the member jurisdictions who respond to the most recent quorum call on a motion to discharge the committee from further consideration. If thus brought up for consideration, the policy directives and proposed
resolutions shall be voted upon under the rules governing consideration of policy directives and resolutions.

RULE VIII
RECOMMENDATIONS REGARDING STATE ISSUES AND LEGISLATIVE MANAGEMENT

[A] Standing committees, subcommittees, and task forces are authorized to issue reports, recommendations, and findings regarding state issues and legislative management. All such work products shall be approved by a majority of the member jurisdictions who responded to the most recent quorum call, and shall be clearly identified only as the work of that committee, subcommittee or task force. These work products shall be reported to the Executive Committee for any appropriate further action.

RULE IX
ADOPTION, AMENDMENT AND SUSPENSION OF RULES

These rules shall remain in effect until such time as they are amended at an Annual Meeting of the Conference. Any amendment or suspension of such rules shall require a three-fifths (3/5) vote of the member jurisdictions who respond to the most recent quorum call. New quorum calls shall be conducted at the request of not less than five (5) member jurisdictions. Any motion to suspend shall be clear with respect to the rule or rules to which it applies.