Senator Moore called the meeting to order. The following officers and members were present:

**Officers**

Senator Richard Moore, President  
Representative Melvin Neufeld, President-Elect  
Senator Don Balfour, Immediate Past President  
Tim Rice, Staff Chair  
Michael Adams, Staff Vice Chair  
Nancy Cyr, Immediate Past Staff Chair

**Executive Committee Members**

Paul Aguilar, New Mexico  
Senator Thomas Alexander, South Carolina  
Senator Pamela Althoff, Illinois  
Representative Elsie Arntzen, Montana  
Representative Joe Atkins, Minnesota  
Jonathan Ball, Utah  
John Bjornson, North Dakota  
Representative Rich Crandall, Arizona  
Representative Joni Cutler, South Dakota  
Laura DeVivo, North Carolina  
Representative Mark Falzone, Massachusetts  
Representative Julie Fisher, Utah  
Senator Michael Gronstal, Iowa  
Senator Kemp Hannon, New York  
Senator Thelma Harper, Tennessee  
Representative Thomas Holbrook, Illinois  
Representative Matt Hudson, Florida  
Delegate Sally Jameson, Maryland  
Senator Vema Jones, Maryland  
Member Geoffrey Kelley, Quebec, Canada  
Representative RaeAnn Kelsch, North Dakota  
Representative Brian Patrick Kennedy, Rhode Island  
Holly Lyons, Iowa  
Millicent MacFarland, Maine  
Representative Billy Mitchell, Georgia  
Senator Tom Niehaus, Ohio  
Speaker Terie Norelli, New Hampshire  
Julie Pelegrin, Colorado  
Margaret “Peggy” Piety, Indiana  
Senator Robert Plymale, West Virginia  
Patsy Spaw, Texas  
Earnest Sumner, Florida  
Mike Sunseri, Kentucky  
Representative Sharon Anglin Treat, Maine  
Representative Eric Turner, Indiana  
Senator Leticia Van de Putte, Texas  
Senator John Vratil, Kansas  
Jeffrey Wice, New York  
Gary Wieman, Nebraska  
Tom Wright, Alaska  
Jan Yamane, Hawaii

A quorum was present with 46 members of the Executive Committee in attendance. Several guests and NCSL staff also were present.
**REMARKS OF THE PRESIDENT**

Senator Moore called the meeting to order and asked the members at the table to introduce themselves. He pointed out that three members of the Executive Committee would not be present at the next meeting due to the results of the recent election. Senator Moore thanked Texas members for the Texas Pralines at committee members places and asked them to please enjoy the ornament from Massachusetts.

He called attention to the Media Relations Summary and expressed gratitude for the great job Gene Rose and his team were doing in keeping NCSL in the news, and in one case trying to keep us out of the news, at least minimizing the slanderous piece that ABC attempted to put over on the public.

**APPROVAL OF MINUTES**

*The Executive Committee approved the minutes of the meeting held in Louisville, Kentucky, on July 25, 2010.*

**REPORT OF THE EXECUTIVE DIRECTOR**

Mr. Pound reported that refinancing of the headquarters building had been completed. The original bond rating was maintained and the payout period remains at 20 years. A savings of $686,000 will be realized over a ten year period.

One of the biggest challenges facing NCSL caused by the last election is the change in legislative chambers and a dramatic change in legislative leadership. NCSL has a number of strategies underway to deal with these changes.

Mr. Pound noted that two new task forces had been appointed as a result of recent developments in the federal-state relationships. One on federal deficit reduction, and one on health care reform implementation designed to create the greatest possible flexibility for the states in implementing and achieving the goals which Congress set out. NCSL needs to put more emphasis on the states’ agenda here and not necessarily be reactive to what comes from Congress. While remaining consistent with the mandate preemption, it is important to protect the states’ revenue base. The federal deficit reduction will create major implications for state and local governments.

**REPORT OF THE NOMINATING COMMITTEE**

Senator Van de Putte reported that the special nominating committee had met to consider candidates for vacancies in the officer positions in NCSL. The office of president-elect, currently held by Representative Melvin Neufeld of Kansas, may become vacant if Representative Neufeld is unsuccessful in his bid for a vacant senate seat. The office of vice president is vacant since Representative Mark Maddox of Tennessee lost his bid for reelection.

The nominating committee recommends that in the event a vacancy occurs in the position of president-elect that Senator Steve Morris, President of the Kansas Senate, be elected to the office of NCSL President-Elect. A majority electronic (email) vote of the Executive Committee members to confirm the recommendation will occur if there is a vacancy.
The nominating committee further recommends that Representative Terie Norelli of New Hampshire be elected to the office of NCSL Vice President.

*The Executive Committee approved a motion to accept the recommendations of the special nominating committee and Representative Norelli was duly elected to the office of NCSL Vice President.*

**REPORT OF THE TASK FORCE ON MILITARY AND VETERANS AFFAIRS**

Senator Van de Putte reported that the task force joined the Energy Supply Task Force for an extensive tour of Luke Air Force Base, looking at everything that was happening there in relation to military bases, the importance of missions and encroachments and the pressures on military family life.

**REPORT OF THE TASK FORCE ON ENERGY SUPPLY**

Representative Holbrook reported the task force had met during the Fall Forum, including a joint meeting with the Military and Veterans Affairs Task Force at Luke Air Force Base, and a review of Department of Defense policy on energy. It was also introduced to the small modular nuclear reactor program that is now being developed. Updates on renewable fuels, natural gas status and other fuels was also presented. The task force planned next year’s agenda with the first item being a complete orientation for all new members appointed to the task force.

**REPORT OF THE TASK FORCE ON FEDERAL DEFICIT REDUCTION.**

Representative Norelli reported the task force held its first meeting, and despite three to four hours of presentations, members were still quite engaged at the end of that time. The task force realizes how significant the issue is and is very conscious of the fact that NCSL wants to be at the table as a voice for state legislatures. Several experts outlined the scope of the problem and also commented on some of the proposals that have been put forth. The task force will work closely over the next several months with the appropriate standing committees and hopes to have recommendations for the annual summit in San Antonio.

**REPORT OF THE TASK FORCE ON FEDERAL HEALTH REFORM IMPLEMENTATION**

Senator Moore invited the committee’s attention to the fact that while the task force is not yet finalized there is a handout entitled “State Legislatures Checklist for Health Reform Implementation” on the table.

**REPORT OF THE TASK FORCE ON HOMELAND SECURITY**

No report at this meeting.

**REPORT OF THE TASK FORCE ON IMMIGRATION AND THE STATES**

No report at this meeting.
REPORT OF THE TASK FORCE ON INTERNATIONAL RELATIONS
Senator Althoff reported that the task force had a very productive first meeting. It heard a report from Reta Joe Lewis from the U.S. Department of State on how NCSL can work with the State Department on enhancing and building relations between ourselves as well as our foreign counterparts. The task force also heard from Neil Simon, U.S. Commission on Security and Cooperation in Europe, on the topic of international and domestic election observation and how NCSL members can participate both from the observation level as well as hosting observers of election processes in the U.S. The task force plans to meet again at the Spring Forum in Washington.

REPORT OF THE TASK FORCE ON STATE AND LOCAL TAXATION OF COMMUNICATIONS AND ELECTRONIC COMMERCE
Senator Althoff reported the task force would be replacing eight members who will not return this year. She noted that the task force met three weeks ago in conjunction with the SGAC Leadership Policy conference. At that meeting Dr. Bill Fox, Director of the Center for Business Research at the University of Tennessee discussed the effectiveness of states employing combined reporting for corporate income taxes. A copy of the executive summary of this meeting is contained in the agenda book beginning on page 55.

RESOLUTION AMENDING STATE INSURANCE LAW
Senator Moore asked Representative Brian Patrick Kennedy of Rhode Island to report on the resolution that has been distributed to the Executive Committee regarding amending the state insurance laws to conform to the Nonadmitted and Reinsurance Reform Act. If adopted this will be NCSL policy until the annual meeting at which time it would be reviewed by the full membership.

Representative Kennedy provided an overview of the resolution and noted that, unless the states act in the 330 day window, Congress will specify a solution which may not be beneficial to the states. He emphasized the importance of states acting on this issue in the upcoming legislative sessions, and moved adoption of the resolution.

The Executive Committee approved the motion to adopt the resolution. (Attachment 1)

REPORT OF THE EXECUTIVE COMMITTEE WORK GROUP ON STANDING COMMITTEE REVIEW OF STRUCTURE & POLICY DEVELOPMENT PROCESS
Representative Fisher reported that the workgroup had a robust round table discussion and is considering changes to the structure that will reinforce NCSL’s core mission. The committee proposes strengthening the relationship that now exists with legislative staff. The workgroup is considering ways to improve the policymaking process as well as how to recruit new members to NCSL and retain those members by making it a meaningful experience when they attend NCSL meetings. Smaller workgroups may be established to accomplish some of these goals and a report will be made to the next Executive Committee meeting. The workgroup approved an option concerning a roll call vote and determining a quorum when additional states join a meeting in progress. The actual language for this change will be presented for adoption at the Boston meeting.
 REPORT ON STATE FEDERAL ACTIVITIES
Senator Jones highlighted the activities of NCSL’s Washington office that are contained in the report in the agenda book. These include deficit reduction, improvements for handling preemption matters, federalism, unfunded mandates, federal unemployment insurance trust fund, surface transportation reauthorization, REAL ID, education, health care reform implementation and extension of Medicaid match.

Senator Moore encouraged members of the Executive Committee to be particularly watchful for “Action Alerts” sent out by the DC office asking for contacts with congressional delegations. It is suggested a process be established to email appropriate members of the state’s delegation who support the work of NCSL.

 REPORT FROM THE BUDGET, FINANCE AND RULES COMMITTEE
Tim Rice reported a number of items were considered (see below) and the committee received several reports including an update on the FY 2011 dues receipts and a briefing from the auditors. He noted the audit report is contained in the agenda book. Senator Balfour reported that the Audit Committee met with the auditors and stated NCSL received a clean audit with no issues.

The Executive Committee approved a motion to accept the audit report.

Senator Balfour moved that the auditors be reengaged for the upcoming year.

The Executive Committee approved a motion to reengage the auditors for another year.

Tim Rice called the committee’s attention to the budget amendments that were listed in the agenda book and moved that the Executive Committee approve these amendments.

The Executive Committee approved the proposed amendments to the FY 2011 budget.

Tim Rice reviewed the grants and contracts report and noted there were eight new grants and contracts that exceed $100,000 which requires Executive Committee approval.

The Executive Committee approved the below listed eight new grants and proposals:

<table>
<thead>
<tr>
<th>TITLE</th>
<th>FUNDER</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Promoting Women’s Rights Through Pacific Island Nation Legislatures</td>
<td>U.S. Department of State (Office of Citizen Exchanges)</td>
</tr>
<tr>
<td>2</td>
<td>Transparency and Oversight Training for Provincial Legislatures in South Africa; A United States-South African Partnership of Emerging Youth Leaders</td>
<td>U.S. Department of State/ECA</td>
</tr>
<tr>
<td>3</td>
<td>Preparing State Legislatures to Implement Health Reform</td>
<td>Robert Wood Johnson Foundation</td>
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</tr>
<tr>
<td>5</td>
<td>What Works to Improve Latino College Completion: Enhancing Legislature Awareness and Expertise</td>
<td>Kresge Foundation</td>
</tr>
<tr>
<td>6</td>
<td>Strengthening Effective Leadership: The State Legislative Role</td>
<td>The Wallace Foundation</td>
</tr>
<tr>
<td>7</td>
<td>Mississippi River Basin Project</td>
<td>The McKnight Foundation</td>
</tr>
<tr>
<td>38</td>
<td>Reallocating Scarce State Resources to Ensure Innovative and Effective Education Policy: Linking Research, Policy and Practice</td>
<td>Bill &amp; Melinda Gates Foundation</td>
</tr>
</tbody>
</table>

Tim Rice reminded the committee members that grants and contracts which were less than $100,000 did not require Executive Committee approval.

**REPORT FROM THE PROGRAMS AND STRATEGIC PLANNING SUBCOMMITTEE**

Senator Vratil reported that the subcommittee had met earlier and received a final report on the 2010 Legislative Summit in Louisville. It also received a report on the 2011 Legislative Summit scheduled for San Antonio, and approved the proposed schedule. The subcommittee had a spirited discussion on what themes should be part of the 2011 summit, and that member outreach be the primary concern.

In response to a question from Representative Kelsch regarding the length of the annual business meeting, Senator Moore stated that at the next Executive Committee meeting the agenda for the business meeting would be reviewed and if it appeared to be appropriate the schedule could be adjusted.

There was a discussion on marketing efforts of NCSL to personalize the organization to prospective participants. It was suggested that each member take on an obligation to make personal contacts in his/her legislature to explain NCSL and encourage new and returning members to attend NCSL meetings. One of the primary recommendations of staff is that the leadership of each of the 99 legislative chambers be asked to appoint an individual who would serve as the NCSL liaison in that chamber.

Senator Moore briefly reviewed the Ambassador Program (a staff program) and stated that these efforts should work together with any legislative liaisons that might be appointed. He commented that NCSL leadership was prepared to have meetings with new speakers or senate presidents to emphasize that NCSL is a bipartisan organization, it is not leaning one way or the other, and it has a lot of services and information available to legislators and staff.
Senator Vratil noted the subcommittee received a report from the Trust for Representative Democracy, and a report on technical assistance provided by NCSL staff to the states. It also received an update from the e-learning program and a recommendation regarding the distribution of $35,000 designated for that effort.

**REPORT FROM THE LEGISLATIVE STAFF COORDINATING COMMITTEE**

Tim Rice briefed the committee on composition of the Legislative Staff Coordinating Committee. He commented that the budget concerns in the states are also impacting LSCC and the ability of members to attend meetings. He reported on activities of the workgroups of the committee: a group focused on outreach, one on professional development, and one on strengthening legislative staff. There is also a strategic planning group and representation of staff section chairs. He stated the committee is considering an instrument for legislative staff organizations to do self assessments. He emphasized the importance of e-learning with its ability to reach out to people who cannot travel, and expressed appreciation to the NCSL Foundation for funding this effort.

Nancy Cyr discussed the project entitled “Promoting Legislative Service as a Career” and introduced an anchor video just developed. She noted there would be a series of ten additional videos that be more comprehensive in identifying specific staff functions in the states.

Tim Rice stated there were no restrictions on these videos and they could be used in recruiting efforts aimed at individuals already employed but who might be potential candidates for legislative staff membership.

**REPORT FROM THE STANDING COMMITTEES**

Anne Sappenfield reported that plans are well underway for the year. Appointment of officers is nearly complete. In late September for the second year another webinar was held for orientation of new committee officers. Over 100 committee officers participated. This year a new tradition was started at the Fall Forum of holding a followup orientation onsite at the beginning of the meeting. This provided an opportunity for committee officers to meet with NCSL staff for advance planning in the coming year. While the final numbers are not complete, over 750 people attended the Fall Forum. The economy, coupled with travel restrictions, continues to impact meeting attendance. Plans are underway for the Spring Forum being held in Washington April 14-16. Holding the Executive Committee meeting at the Fall Forum created a tighter schedule resulting in no business meeting held, and committees were discouraged from policy and resolution considerations. Therefore, the Spring Forum will likely have several policies and resolutions to be considered. In early January letters will be sent from NCSL to legislative leadership requesting new committee appointments for the 2011-12 cycle. It is anticipated a number of states will not have made these appointments by Spring Forum and that will have an adverse impact on attendance.

The Working Group on NCSL Standing Committee Structure and Policy Process held its inaugural meeting at the Fall Forum. This workgroup will meet over the next two years with various stakeholders in the policy process, including committee officers and members, non-involved legislators and legislative staff, NCSL committee staff and members of the
NCSL Foundation. The charge to the workgroup is to review NCSL’s committee structure and policy process to ensure that NCSL’s voice in Washington is strengthened and enhanced.

**REPORT FROM THE FOUNDATION FOR STATE LEGISLATURES**

Senator Balfour commented that the Foundation approved an ambitious unrestricted fundraising goal of $1.8 million for the current year. To date $445 thousand has been raised representing a 25-30% increase over last year’s schedule. He reported that the Platinum level of sponsorship now numbers 14 sponsors. Eleven new sponsors at the gold and silver level have been recruited so far this year.

**INTERNATIONAL PROGRAMS**

Reta Jo Lewis, Special Representative for Global Intergovernmental Affairs in the State Department, expressed appreciation for NCSL’s involvement in international activities, and believes the NCSL International Relations Task Force is an excellent platform which will provide an audience for exchange learning about states and their roles internationally. She was pleased to have observed the re-signing of the Memorandum of Understanding between NCSL and UNALE noting the U.S.-Brazil relationship is exceptionally important to the United States.

Deputada Aparecida Gama reported the next session of the Brazil legislature will be convened in February 2011. Soon thereafter UNALE will present a seminar for new legislators in May 2011. She was thankful for the opportunity to be present for the re-signing of the agreement between NCSL and UNALE. She appreciates NCSL’s involvement with UNALE and looks forward to further opportunities for intercultural exchanges.

The addendum to the original agreement was then signed by NCSL officers and Deputada Gama. (*Attachment 2*)

Meeting was adjourned.

Attachments:
1. Resolution re: State Insurance Laws
2. NCSL-UNALE Memorandum