

ASLCS Business Meeting and Luncheon

Spring Business Meeting
Kansas City, Mo.
April 22, 2017

Call to Order

President Susan Kannarr, Chief Clerk of the Kansas House of Representatives, called the meeting of the American Society of Legislative Clerks and Secretaries (ALSCS) to Order. President Kannarr thanked International Roll Call for sponsoring the Luncheon and their continued support of ALSCS.

Committee Reports

Bylaws and Standing Orders: Buddy Johnson (Ark.) reported that the committee had a full hour-long meeting. The committee discussed a project that was passed to them from the Executive Committee that they will work on for the next few months.

Inside the Legislative Process: Corey Carnahan (Kan.) reported that the committee discussed the survey that was sent out earlier this year. The Survey dealt with Job Responsibilities in each Chamber and who performs those responsibilities. They have received responses from 45 Chambers. The committee will encourage NCSL to send out a follow up in early May. If you haven't filled out the survey and sent it back in, please do so at that time. If a response to the survey hasn't been sent in from your Chamber by late May or early June, the committee has people who have volunteered to follow up via email and phone calls to try to drive the response rate up. Please look for those follow ups in the next few months.

Site Selection: Pat Harris (Ala.) was pleased to report that Wisconsin has expressed an interest in hosting the 2018 Fall PDS in Madison. They will be putting a proposal together to submit to the Executive Committee. He also stated that 2019 is not too far off and if your state is interested in hosting the Fall PDS for that year, to please contact Jennifer Novak.

Technology: Scott Kaiser (Ill.) reported that the committee discussed the various suggestions and ideas that the committee came up with in Boise as possible topics for a concurrent in Phoenix. They used the meeting time to determine which idea they would go with. The committee decided that the Technology concurrent session in Phoenix will focus on *Where Legislatures are at Now with Paperless Operations*. He stated that Robert Haney (Texas) has a great story to tell as well as several other states will be on hand to present. The Committee also discussed a charge that was given to them by President Kannarr to look at technology and the things that can be done internally that will make the operation run better. One of the ideas that the committee came up with and discussed in-depth was how to be more creative in allowing members to participate who cannot make it to the meetings. NCSL is currently working on a similar system to allow people to participate remotely.

International Communication and Development: Joyce Wright (Ala.) reported that the Committee is currently working on the 2017 *International Directory* and plans to have electronic

copies available prior to the meeting in Phoenix as well as hard copies available at the meeting. Anyone who is interested in a copy of the 2016 directory, please let Chair Liz Clark (Alaska) know and she'll be happy to email a copy to you.

Legislative Administrator: Dana Rademan (Mo.) reported that the Committee is a little behind on the Spring edition but that it should be going out next week. The committee also discussed the contents of the issues and what people like to see in them. States-At-Glance, Ask Mr. Mason, Legislative Exchange stories, Professional Development opportunities that our members take advantage of, etc. are just a few of the topics that appear in the *Administrator*. The Committee is always looking for articles to include. She stated that the States-At-A-Glance can be brief, nothing super detailed, and it is a great section to tell about what colleagues are up to and/or what is going on their state. If you have an article to contribute, please see Dana, Sara Schaben (Mo.), or email Paul Campos (Wash.). It was also suggested to include an "Opportunities" Section which would list all the professional development scholarship opportunities that the Society offers, along with a brief summary about each. Another article the Committee is interested in doing titled "Now & Then" would focus on historic photos of Chambers or of the Capitol buildings or something that historically happened and then contrast those with how things have evolved to the present day.

Membership and Communication: Paul Smith (N.H.) reported that the Committee discussed how to include members who can't attend the meetings. They discussed the possibility of utilizing streaming media for upcoming meetings. One idea was to have the presenters of the Break-Out Sessions each do a five-minute video summarizing the topic/content of that session and sending it out and making it a means to for someone to be able to participate. Hopefully, members can use this as a tool to convince their leaderships to send them to meetings. A couple of subcommittees were formed: one to focus on the curriculum of the New Attendee Orientation program and the other to work with the Program Development Committee to plan one of the concurrent sessions. Another topic of discussion that Paul will approach the Executive Committee about concerns utilizing LinkedIn as a means to enhance the ASLCS membership. He would also suggest making the ASLCS professional journals available on LinkedIn. He would like for LinkedIn for ASLCS to be a more professional form of social media as opposed to Facebook. The Committee will do the all popular pin competition for new attendees at the Fall PDS.

Support Staff: Sarah Armistead (Va.) reported that the Committee discussed the 2017 Expo and the lack of participation in the past few years. The Committee is trying to think of ways to generate interest and will be reaching out to various states to encourage participation. The Committee also discussed the Break-Out Sessions which will be held again this year in Phoenix. The Break Outs will be done at the beginning of the week, which will promote networking throughout the week. They also discussed topics for a concurrent session. The Committee has several topics that they are looking at, however, they welcome and encourage ideas from members about topics that they would be interested in having a session on. Please email Sarah with any suggestions you may have. They hope to have everything finalized in Boston.

Canadian American Relations: Ann Cornwell (Ark.) reported that the Committee discussed the CATTs meeting that will be held July 31-Aug. 4 in Quebec City. They further

discussed the Joint Canadian-American Meeting that will be in Regina, Saskatchewan. Butch Speer (La.) will be contacting Iris Lang to find out what the Canadians would like for us to do as far as the ASLCS side of the programming and presentations. Because the Canadians are hosting, usually ASLCS would be responsible for 1/3 of the meeting. She further reported that Paul Smith (N.H.) has offered to host the Joint Canadian-American meeting in 2019 in New Hampshire. They have many exciting things happening that year including the bicentennial of the State House.

Professional Journal: Bernadette McNulty (Calif.) reported that the Committee has already received six submissions for the 2017 *Professional Journal*. The committee discussed creating a portal that would be available for article submissions. Excess articles that are received would be stored until they are able to be incorporated into the *Journal*. Bernadette further reported that she would be following up with the Executive Committee regarding making the *Professional Journal* available online only and doing away with printing hard copies. She stated that if an individual wants a printed copy that it would be easy for the pdf document to be printed by that individual. She thanked everyone for their efforts toward keeping the *Professional Journal* going.

Program Development: Tim Sekerak (Ore.) reported that the Committee has already booked two Plenary Speakers for the Fall PDS in Phoenix. The survey results from the Boise PDS indicated that familiarity with ASLCS is the key to receptivity of the message and that was taken into account when choosing the speakers. Tim also reported that the eight concurrent sessions are coming together. Several of our Standing Committees have stepped forward and have volunteered to sponsor sessions. The eight sessions will be a mix of topics dealing with job performance, ASLCS benefits, wellness, etc. He stated that various individuals have approached committee members and expressed an interest in being a part of a panel discussion and it is greatly appreciated.

Roster Special Committee: Rose Ramsey (Va.) reported that 2017 Rosters had been recently mailed out.

Budget and Financial Review Special Committee: President Kannarr reported that the newly formed special committee, the Budget and Financial Review Committee, chaired by Patsy Spaw (Texas), will meet later in the day.

Strategic Planning Special Committee: Mike Adams reported the Strategic Planning special committee will meet later in the day to focus on the Roster with discussion about the idea of making it a centralized accessible electronic document.

Announcements

President Kannarr informed everyone that the Legislative Staff Achievement Award submissions were due the previous Friday and have been extended one week to the next Friday. At this point, only one nomination had been received. Holly sent a reminder email earlier in the week. Susan also talked about Professional Development opportunities and Scholarships that are available to ASLCS members. A handout was available on the tables for attendees. She also reiterated including this information in the *Administrator* each time as a reminder.

Susan Kannarr recognized Pat Harris who spoke about the recent impeachment hearings that the State of Alabama has been involved with. He stated that his affiliation with ASLCS enabled him to contact and talk with colleagues from other states, especially Scott Kaiser (Ill.), to obtain valuable information and resources to help guide the Alabama Legislature through the process. He thanked the Society for allowing all of us to come together and exchange ideas and knowledge.

Susan Kannarr introduced and welcomed Holly South as the new NCSL Liaison to ASLCS. She also recognized the international attendee, Aholiba (Olie) Albert, from Palau.

Susan Kannarr recognized Russell Humphrey (Tenn.), who announced that Tammy Letzler has been appointed to serve as the first female Chief Clerk of the Tennessee House of Representatives. Longtime house employee Kim Cox was appointed to serve as the Assistant Chief Clerk and is the first African-American to serve in the position of Clerk in the House or Senate in Tennessee history. Lastly, Russell announced that two weeks earlier, ASLCS Associate Vice President and Deputy Chief Clerk of the Tennessee Senate, Alan Whittington, became a dad for the first time to a baby girl.

Seeing no further business or announcements, the meeting was adjourned.

Respectfully Submitted,

Patrick Harris (Ala.)
Secretary-Treasurer