

# Technology Committee Meeting Minutes

2019 ASLCS Professional Development Seminar  
Seattle, Wash.  
Thursday, Sept. 26, 2019

## Call to Order

The meeting of the Technology Committee was called to order at 1:32 p.m. by Joshua Babel (Ariz.), chair.

## Attendance

The following members of the committee were present: Joshua Babel (Ariz.), chair; Sarah Curry (Ore.), vice chair; Susan Aceves (Ariz.), Mary Andrus (Utah), Jay Braxton (Va.), Melissa Bybee-Fields (Ky.), Kristin Canterbury (W.Va.), Andrew Carpenter (Colo.), Lee Cassis (W.Va.), Jennifer Christopherson (Utah), Lisa Davis (Miss.), Bernard Dean (Wash.), Nancy Ellison (Utah), Heather Fahey (Ariz.), Phalin Flowers (Utah), Erin Gillitzer (Wis.), Zack Griffith (Ky.), Jay Jacobs (Ky.), Becky King (Ky.), Mary Ann Krol (Ky.), Daniel Loyd (Ark.), Roberto Lusanta (Nev.), Erica Manson (Va.), Lacy Ramirez (Ore.), Rebecca Silbernagel (Vt.), Jeff Takacs (Fla.), Steven Tilley (La.), Zach Twilla (Calif.), Jessica Upadhye (Calif.), Kiffany Ward (Miss.), Lee Woodard (Fla.), Brittany Yunker Carlson (Wash.), Jacquelyn Delight (Calif.) and Francisca Zabala (Calif.).

## Approval of Minutes

Upon motion by Lisa Davis (Miss.), seconded by Brittany Yunker Carlson (Wash.), the minutes from the NCSL Summit meeting in Nashville, Tennessee were approved.

## Old Business

Joshua Babel (Ariz.), chair, asked for feedback from the committee on the Technology Committee-led concurrent session on Sept. 24 entitled “Contracting, the Unknown: What I Wish I’d Known Before We Took the Leap.” The feedback was positive with most saying the session was helpful and that the moderating was well done.

## New Business

Joshua Babel (Ariz.), chair, shared that one of the responsibilities of the Technology Committee Chair, or their designee, is to be the administrator of the Facebook page. He then said that he wanted to begin a practice of naming that person, be it the chair themselves or their designee, during the Technology committee meeting at the PDS, so that the confusion surrounding the Facebook page and who is the admin would be resolved. He then asked for any volunteers to perform the society’s duty as Facebook Administrator, a responsibility which includes approving new members of the “American Society of Legislative Clerks and Secretaries” Facebook Group works with Holly South (NCSL) on the page. Roberto Lusanta (Nev.) and Rebecca Silbernagel (Vt.) volunteered to serve in this capacity; Joshua Babel will ask Holly South if administrative duties may be shared by two and will follow up with them and give them further details if they are asked to serve as the admin.

Joshua Babel (Ariz.), chair, shared that next year's PDS will be shortened by one day and asked for any input or ideas for a concurrent session should the Technology Committee be asked to provide one by the Program Development Committee. Steven Tilley (La.) suggested presenting reviews of staff's likes and dislikes of legislative software/systems in order to assist those looking to purchase. Melissa Bybee-Fields (Ky.) thought it would be helpful to talk with the Inside the Legislative Process Committee to see what they are presenting and if they would like to collaborate; Joshua Babel will connect with Holly South on this. Jeff Takacs (Fla.) suggested presenting problem scenarios and how they were solved using technology; others thought these solutions would be beneficial as well. Joshua Babel suggested sharing information on or presenting other states' in-house applications and Jay Jacobs (Ky.) suggested sharing how to connect in-house systems to vendor systems. Phalin Flowers (Utah) asked if our technology questions are being brought up to NALIT or other actual I.T. personnel; Becky King (Ky.) confirmed that they are (she has attended) but that she found the ASLCS PDS to be even more valuable; Melissa Bybee-Fields (Ky.) recommended strongly that each state send one of their I.T. staff to the ASLCS PDS to help "bridge the gap" between I.T. details and clerks/secretaries' needs. Jaci Delight (Calif.) suggested showcasing new systems that are either new or functioning well; others echoed an interest in viewing new systems/technology; Joshua Babel asked the committee to e-mail him with any specific new technologies they would like to see.

Joshua Babel (Ariz.), chair, shared that the committee had been asked to help with exploring recording PDS sessions for the purpose of retaining and archiving - via video recordings - the invaluable knowledge and information that is shared. The "pro" to this is that ASLCS history and key information will be retained and passed on to future attendees (as opposed to being lost) but a "con" to it is the fear of repercussions if certain groups gain access to sensitive information. A beta test of video archiving has already begun with the video recording of the concurrent session "We're a Part of History!" which occurred on Sept. 25. A YouTube Channel/Page is already created for the society and provides another possible avenue to post and store videos. Jay Jacobs (Ky.) suggested that a goal of the committee could be to tie this feature in to other sessions and/or work on building support for the case of video recording/archiving.

Steven Tilley (La.) shared that he has created an Amazon sharing page and uploaded pictures of the society to it; he encouraged others to upload to the page as well as to the society's Facebook page. He thought it would be good to link the Amazon page to Facebook somehow also.

### **Adjournment**

Upon a motion by Lee Cassis (W.Va.), seconded by Steven Tilley (La.), the meeting adjourned at 2:02 p.m.

Respectfully submitted,

Sarah Curry (Ore.), Vice Chair