2000-2001 CALENDAR OF EVENTS

American Society of Legislative Clerks and Secretaries

2000

Summer
NCSL Annual Meeting
Chicago, Illinois
July 16-20

Fall
ASLCS Professional
Development Seminar
Wilmington Hilton
Wilmington, North Carolina
September 9-14

2001

Summer
NCSL Annual Meeting
San Antonio, Texas
August 11-16

Fall
ASLCS Professional
Development Seminar
Minneapolis Airport Marriott
Bloomington, Minnesota
September 14-19

For more information on the American Society of Legislative Clerks and Secretaries, visit our website:
www.ncsl.org

For ASLCS Registered Users:
www.ncsl.org/legis/aslcs/cshome
CHANGE OF ADDRESS FORM

PLEASE CHANGE MY MAILING ADDRESS FOR THE LEGISLATIVE ADMINISTRATOR AS FOLLOWS:

Name: ________________________________

Title: ________________________________

Address: ______________________________

____________________________________

Complete and mail to:
Faye W. Blanton
ASLCS Chair of Legislative Administrator Committee
Secretary of the Florida Senate
Suite 405, The Capitol
404 South Monroe Street
Tallahassee FL, 32399-1100

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The Legislative Administrator is the official newsletter of the American Society of Legislative Clerks and Secretaries, an organization of the state legislative administrators and parliamentarians affiliated with the National Conference of State Legislatures.

C.J. Beaty, Vice Chair
First Assistant Clerk
Florida House of Representatives

Diane Bell, Associate Vice Chair
Second Assistant Clerk
Florida House of Representatives

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Wilmington, NC Riverfront: Courtesy of the Cape Fear Coast Convention & Visitors Bureau / Curtis Krueger, Photographer
Chicago Navy Pier Ballroom: Courtesy of the Chicago Convention & Visitors Bureau / Ron Schramm Photography

A special “Thank You” to all who submitted photographs, articles and background material for inclusion in this edition. Your support is greatly appreciated.
### NCSL Annual Meeting Schedule

Chicago, IL

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### Social Events

- **Saturday, July 15**: Field Museum
- **Sunday, July 16**: Lincoln Park Zoo
- **Wednesday, July 19**: Closing Plenary Breakfast
- **Thursday, July 20**: Staff Section Ancillary Group Navy Pier

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*Courtesy of Santa Fe Convention & Visitors Bureau*

*Chris Corrie, Photographer*

*Courtesy of the Chicago Convention & Tourism Bureau*

*Ron Schramm, Photographer*

*Courtesy of the Cape Fear Coast Convention & Visitors Bureau*

*Left: John Newton, Photographer Center: Bill Russ, Photographer*
President’s Message

It could not have been more timely. The Illinois General Assembly had its shortest session in decades, adjourning on April 15 until the fall. While there is no correlation, it does provide us Illinoians more time to get ready for the NCSL Annual Meeting in Chicago, July 16–20. It will be a great time for all.

I am grateful to those persons who have agreed to serve on the Millennium Committee, helping to plan the Fall Professional Development Seminar in Wilmington, North Carolina. Thanks to Frank Caggiano, Chair; Terry Spieler, Vice Chair; and Dave Avant, Diane Bell, Hogan Brown, Pat Flahaven, Linda Hawker, Betty King, Karl Lilly, Millie MacFarland, Joe Mayo, Joy O’Brien, Pat O’Donnell, Janet Pruitt and Denise Weeks. The committee — which held its first meeting in Santa Fe — will assist the Program Development Committee and the Host State Committee in developing and implementing The Year 2000 Theme Honoring the Past — Moving to the Future. Retired and former members are being encouraged to attend the North Carolina meeting and participate in the concurrent sessions.

Three plenary sessions are being planned, highlighted by the opening plenary, Legislatures of the Future. Others will include ethics and wellness.

Denise Weeks, Janet Pruitt and the North Carolina crew are working on some outstanding evening social events which you will be hearing more about soon.

We had a productive Spring Meeting in Santa Fe with nearly all members of the Executive Committee and Committee Chairs in attendance.

The Executive Committee has approved a proposal to move most of the ASLCS Internet web page, minus Listserv, to the public side. This will occur after the Technology Committee, headed by Sharon Carter, completes a thorough review of the entire web page.

Thanks to all of you who have responded to the Joe Mayo Family Fund. I know how grateful Joe and his family will be for the outpouring of support.

See you all in Chicago!

Jim Harry
Most often, you find a legislative chamber controlled by one political party. In any of the 61 chambers with an even number of seats, however, an equal split may occur. And tied chambers are more and more frequent. Every even-year election since 1984 has produced at least one deadlocked legislative chamber.

Just because a legislative chamber faces partisan stalemate, however, doesn’t mean the business of the state comes to a halt. The chamber still must elect leaders, appoint committees, consider bills and continue other work. The process just doesn’t always happen according to convention. Legislators have figured out unique ways to break a deadlock over the years. Here are the common methods of dealing with tied chambers.

**Coin toss.** In Wyoming, a coin toss is the preferred method for tie breaking. It was used to determine the winner of individual seats as well as to help untie a chamber in 1974.

**Lieutenant governor’s vote.** The lieutenant governor presides over the Senate in 26 states. In all but one of the states, the lieutenant governor is able to break ties. A lieutenant governor’s

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* In the Virginia House, the party numbers actually were 50 Democrats, 49 Republicans and 1 Independent, but the Independent sat with the GOP caucus, tying the chamber.
vote broke organizational deadlocks in Idaho (1990) and Pennsylvania (1992). There was speculation that the lieutenant governor would determine party control in the Virginia Senate in 1995, but a power-sharing agreement between the political parties was negotiated instead.

**Statute.** Three states passed laws that provide direction when a legislative body ties. In South Dakota and Montana, top chamber leaders are selected from the party of the governor.

After experiencing a partisan split in 1989, the Indiana General Assembly enacted legislation to make sure the House "wouldn't again be hindered by a tie." The House will change to an odd number of members when it redistricts following the 2000 census. Until then, the Indiana statutes provide that the speaker and the principal clerk be chosen by the members of the House affiliated with either the governor's political party or the party of the secretary of state if the governor was not up for election. The law was used to organize the House when it deadlocked in 1996.

**Negotiated agreement.** Most ties have been settled when the two political parties negotiate a shared power agreement. The types of agreements have varied.

- **The "co" agreement.** The Washington House (1978 and 1998), Indiana House (1988), Michigan House (1992) and Nevada Assembly (1994) worked under power-sharing agreements that added the prefix "co" to leadership and committee chair titles. The dual leaders and committee chairs alternate the times during which they preside. Indiana, Nevada and Washington alternated daily, while Michigan switched every month.

- **The divided power contract.** Sometimes, agreements divide the power between the parties. The Minnesota House (1978), North Dakota House (1976) and Virginia Senate (1995) and House (1997) used divided power contracts. Under this form of power-sharing, one party selects the presiding officer, the other the chair(s) of the most powerful committee(s); lesser committee chairs alternate party affiliation. For example, in Minnesota, the Speaker of the House was Republican, but the chairmen of the powerful rules, appropriations and tax committees were Democrats. In the Virginia Senate, a Democratic lieutenant governor presided, the Finance Committee got co-chairs; six committees had Democratic chairs, and four had Republican chairs. The Virginia House of Delegates elected a Democratic speaker and then adopted a power-sharing agreement. Under the agreement, 19 House standing committees had co-chairs and equal party representation. However, if the co-chairs of any standing committee do not agree on how to conduct committee business, a special rule would kick in. It specifies that one party's chair presides the first year of the biennium, and the other party's, the second.

- **The negotiated resignation.** In Florida, the state constitution reads, "Each house shall ... biennially choose its officers including a permanent presiding officer selected from its membership." So when the Senate faced a partisan stalemate in 1992, lawyers and rules experts determined that the constitution's lan-
guage precluded the use of "co-presidents" in the Senate. Members agreed that each party would hold the presidency for one year. But to be constitutional, only one could be elected. So the body elected a Republican president, who tendered an unconditional, irrevocable resignation to take effect 11 months later, and also elected a Democratic president pro tem, who would take over when the time came.

How have workings of the deadlocked chambers fared? "Better than expected" is a frequent response when legislators and staff reflect on the situation. Cooperation rather than confrontation seems to be key to the success of shared power in a chamber, as well as good will and the personalities of the players. They promote respect for the legislative institution and for each other's positions. However, no matter how smooth the process seemed to go, most legislators experienced with chamber deadlock don't recommend that other legislatures try it.

But with so many even-numbered legislative chambers, deadlocks are likely to continue. If it happens to your chamber, here's some advice from those who already have faced a political tie.

- View the situation as a challenge, not a dilemma. Have the attitude that you are going to make it a success.
- Use organizations such as NCSL to find out what other states have faced deadlock and what they've done. Then, open up lines of communication with those states. If possible, get a mentor in one of them — someone who is willing to help you through the details.
- Begin negotiating as soon as possible. The negotiations will take time because this is a very stressful and often traumatic period. Have more than one person from each caucus on the negotiation team; this helps generate broader support for the final agreement. Negotiate carefully over the make-up of your committees because they play a very important role in the legislative process.
- Put people who aren't intensely partisan or ideological in leadership positions. Cooperation and productivity are more important than who gets the credit for each individual issue.
- Establish and maintain good communication; it is the key to avoiding problems.
- Don't forget a mechanism or an "escape valve" to keep the process moving ahead. You might need it in case important or critical legislation gets bogged down.
- Let the public know what's happening.
THE NIGHT THE LIGHTS WENT OUT IN SANTA FE
by Faye W. Blanton (FL)

After a full day of committee meetings on Saturday, March 18, at the Spring Meeting in Santa Fe, New Mexico, ASLCS attendees were scheduled to attend a reception at the historic La Fonda Hotel on the Plaza. As members of ASLCS began to assemble in the lobby, lights in the hotel began to flicker and several brownouts occurred just a few minutes apart. Shortly thereafter, all the lights went out and the hotel was completely dark.

Wondering if the blackout was only in the hotel, ASLCS scouts were deployed to reconnoiter the other businesses on the Plaza. The scouts readily determined that the blackout was not just confined to the hotel, but appeared to be citywide. Upon returning to the hotel to give their scouting report, the scouts were bombarded with rampant rumors that the blackout was not only citywide, but that it was statewide, and that the blackout possibly extended all the way to Texas!

In the meantime, the hotel was dispensing flashlights and glow sticks to hotel guests. The hotel lobby and restaurants gradually glowed with candlelight and flashlights. The mood went from gloomy to festive until hotel staff informed Sally Kittredge and Brenda Erickson, our NCSL coordinators, that the reception could not be held because there was no way to prepare food. ASLCS members began to wonder: What if the blackout was throughout the state or even more widespread? What if it lasted several days? Would the airport have to close? Would we be able to fly home? Would we have to take cold showers, and most importantly, what would we eat?

With no television and no access to CNN, members began to panic. Susan Schaar, Secretary of the Virginia Senate and former ASLCS president, began to think — there must be a way to find out what is going on! Resourceful Susan, not wanting to let her fellow members down, reached into her purse, plucked out her cell phone and called home. As soon as her nephew answered, she told him to turn on CNN to find out what was going on in New Mexico. Before long, Susan reported that the power outage was indeed statewide but that the cause was unknown.

Shortly thereafter, hotel staff greatly improved the gloom by advising Sally and Brenda that the reception would go on. Realizing that the salsa, dips, chips, cheeses, fruits and vegetables would most likely be their dinner, ASLCS members pounced upon the food and stopped worrying for a while. Once again, the mood became festive.

Epilogue: After returning home, Susan Schaar sent this writer the Sunday, March 19 edition of The Santa Fe New Mexican which reported that “... electricity failed completely in Santa Fe and across most of New Mexico for several hours Saturday, shutting down businesses, tangling traffic and leaving nothing but static on most television and radio stations. The statewide outage which began around 5:30 p.m. was the worst that anyone could remember ... it was sparked by a brush fire under a power line in northwestern New Mexico ... causing a generator to shut down, causing a cascade of power failures throughout the state ... power was restored in most affected areas by 10:00 p.m.”
As Chairman of ASLCS’s International Communications and Development Committee, I have had the honor and pleasure of working closely with the President of ANOMAC, Lic. José Antonio García Becerra. I first met Mr. García in Chetumal, Mexico when I attended the Second Annual meeting of ANOMAC in 1998 as a representative of ASLCS. A bond was immediately established between us due to our mutual enthusiasm regarding the relations between our two societies. I found Mr. García to be most hospitable and generous and, at the same time, a very reserved and serious gentleman.

The next year I had the opportunity to attend the Third Annual Meeting of ANOMAC in Durango, Mexico. This time our meeting was a reunion and more of his personality came to light. Mr. García was outgoing, vivacious, and most charming! In Durango, we continued our discussions on ideas for strengthening the ties between ASLCS and ANOMAC.

Following the meeting in Durango, Mexico, and after many phone calls and letters, we were delighted to hear that Mr. García and other members of ANOMAC would be joining us at the 1999 ASLCS Fall Seminar in Coeur d’Alene, Idaho. Many of you had the opportunity to meet and interact with Mr. García during the five-day Seminar and found him to be an outstanding and dedicated professional in his field.

For those of you that have not had the pleasure of meeting Mr. García, I would like to take this opportunity to provide a brief biographical sketch and enlighten you on his many accomplishments. He was born in 1955 in the International Port of Mazatlan in the State of Sinaloa, Mexico. His education began in public schools giving him a comprehensive knowledge in the fields of political science, law, and social science.

He graduated as an attorney from the Universidad Autónoma de Sinaloa, obtaining advanced degrees in both Regional History and Judicial and Penal Science. He developed an interest in teaching at a very young age, and he is presently a full-time professor and researcher in the School of Law and Social Sciences at the Universidad Autónoma de Sinaloa where he teaches Constitutional Law, Individual Rights, and Law Enforcement Science at the undergraduate and graduate levels. He has also participated in the National System of Researchers. As an attorney, he has served as the advisor for various agencies of the State Government of Sinaloa and has been the Chief Clerk of the State Legislature of Sinaloa since 1992.

In an effort to share his experience and knowledge he has had his work published through the press at the Universidad Autónoma de Sinaloa. His writings include studies, papers, and articles. In addition, he has written four books entitled The Theory of Human Rights, State Constitutions, Guarantees of Judicial Security, and Individual and Social Guarantees.

His academic and professional qualifications have allowed him the opportunity to become one of the founding members of the Association of
Chief Clerks of Mexico’s State Legislatures and the Federal Districts of Mexico (ANOMAC) in 1996.

ANOMAC was created to recognize the work accomplished by local legislatures. One goal of ANOMAC is to create a forum among the Chief Clerks of the State Legislatures for the purpose of sharing and exchanging experiences and ideas. Mr. García was Vice-President of the first Executive Committee of ANOMAC and has been President since 1998. In this context, Mr. García has been able to consolidate the important work that the Chief Clerks contribute to the operation of the legislatures according to the power vested in them by their local constitutions and their own organizational regulations.

Under the leadership of Lic. José Antonio García Becerra, the commitment to the continuation and stronger development of ties between ANOMAC and ASLCS has been enhanced. This was demonstrated at the Fall Seminar of ASLCS in Coeur d’Alene in 1999 where a very positive exchange of ideas and experiences was achieved. Hopefully, Mr. García will attend our ASLCS Professional Development Seminar in Wilmington, North Carolina on September 9-14, 2000 and everyone will again have the opportunity to meet and get to know this true gentleman!
Recently, an informal survey was conducted regarding recent noteworthy developments in technology among legislatures. Below is a summary of the responses from those states that have recently undertaken or completed a legislative technology project. In addition to the responses summarized in the accompanying chart, the following chambers responded that they have not recently undertaken or completed a legislative technology project: New Hampshire (House), New Jersey (Senate), New York (House), North Carolina (Senate and House), Utah (Senate), Vermont (House), and West Virginia (House). The Technology and Innovation Committee would like to thank all who participated in the survey.

<table>
<thead>
<tr>
<th>State (Chamber)</th>
<th>Development</th>
<th>Expected Completion</th>
<th>Contact</th>
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</thead>
<tbody>
<tr>
<td>Alabama (Senate and House)</td>
<td>provided all members with laptop computers for use in house or via remote dial-in connection</td>
<td>Completed 01/01/2000</td>
<td>Brian Hansen, Information Systems Manager 334/242-7832</td>
</tr>
<tr>
<td>Arizona (Senate)</td>
<td>started producing, for the first time, a daily journal that is posted to the Senate web site which will decrease proofing time required in producing the annual volume; daily journal created by pulling information from the bill status program into Word format, then transferring to the web site</td>
<td>Completed for 2000 session</td>
<td>Norma Lowe, Assistant Secretary 602/542-4231</td>
</tr>
<tr>
<td>California (Assembly)</td>
<td>enhancing history and file publication computers with flat screen monitors; contracted with Daktronics, Inc. to replace current voting system with enhancements such as touch screens, LED name displays, status board, and automated vote add stations; planning future replacement of Assembly Floor System and chamber laptops</td>
<td>Expected completion 11/2000</td>
<td>Rich Chasteen, Legislative Data Center 916/445-4966 ext. 1395</td>
</tr>
<tr>
<td>State</td>
<td>Description</td>
<td>Completion</td>
<td>Contact Info</td>
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<tr>
<td>Colorado (House)</td>
<td>creating CLICS (Colorado Legislative Information &amp; Communication System) using Lotus Notes and WordPerfect software to manage document processing from drafting to publication, including design for wireless point &amp; click Intranet for elected members and homepage public access; planning future developments of an automated journal process with running index and commissions/boards database</td>
<td>Phase I completed, Phase II expected completion 09/2000</td>
<td>Ron Piccone, LIS 303/866-5845</td>
</tr>
<tr>
<td>Delaware (House)</td>
<td>developed new Lotus Notes application to move a document electronically from drafting to the governor's signature; includes roll calls, bill status, and journal production</td>
<td>Completed 01/01/1999</td>
<td>Ann McLaughlin, Office of the Controller General 302/739-4471</td>
</tr>
<tr>
<td>Florida (Senate and House)</td>
<td>replaced chamber sound systems and upgraded paging systems throughout the Capitol; contracted with Daktronics, Inc. to replace voting systems — Senate added touchscreen technology and LED displays for name and session-oriented information and the House upgraded existing technology; expanded Senate Chamber Automation System to include the House of Representatives while introducing DB2 into the environment; replaced e-mail system with OUTLOOK EXCHANGE; in the process of migrating from WordPerfect to Word, and introducing Lotus Notes into environment for forms replacement and future application development projects; future plans include introducing live audio-visual feed from the chamber and committee rooms to our website along with expanding/enhancing our Internet and Intranet websites</td>
<td>See detail information in previous column</td>
<td>Shelley McCabe, Assistant to the Senate Secretary 850/487-5270</td>
</tr>
<tr>
<td>State</td>
<td>Description</td>
<td>Completion Date</td>
<td>Contact Information</td>
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<tr>
<td>Georgia (Senate)</td>
<td>completed chamber automation, journal production, and new voting systems; provided all legislators with laptop computers</td>
<td>Completed 12/1999</td>
<td>Frank Eldridge, Jr. 404/656-5040</td>
</tr>
<tr>
<td>Hawaii (House)</td>
<td>creating an integrated legislative information system including research capabilities, drafting, front office (filing), data entry/history, public access (Internet) services, and journal/archiving abilities</td>
<td>Expected completion 2001 session</td>
<td>Mr. Robin Lineberger, KPMG LLC Fax: 414/607-8762</td>
</tr>
<tr>
<td>Illinois (Senate and House)</td>
<td>upgrading existing systems to a more integrated system encompassing bill drafting, engrossing, enrolling, statutes retrieval/update, bill tracking, and journal production</td>
<td>Expected completion fall 2002</td>
<td>Tim Rice, Legislative Information Systems 217/782-4769</td>
</tr>
<tr>
<td>Indiana (House)</td>
<td>completed Legisoft Constituent, constituent database manager (fall 1999); added Auto Attendant feature to chamber automation system to automatically display current amendment or resolution and Bill Watch feature to provide computer notification (not e-mail) when action is taken (February 2000); adding hot links to allow members and staff to access bills from calendars and committee schedules and to access code sections from code cite in bills (expected completion prior to session)</td>
<td>See detail information in previous column</td>
<td>Greg Guffey, House Technology Director 317/232-9725</td>
</tr>
<tr>
<td>Kansas (Senate)</td>
<td>contracted with International Roll Call to design software to download calendar and tabulate votes; system includes touch screens, keyboards, CPUs, and printer, with a touch pen used to record votes; some enhancements planned for this interim</td>
<td>Completed 01/2000</td>
<td>Pat Saville, Secretary 785/296-6718</td>
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<tr>
<td>Location</td>
<td>Description</td>
<td>Completion Date</td>
<td>Contact Person</td>
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<tr>
<td>Kansas (House)</td>
<td>contracted with InfoSentry Inc. to manage the design and implementation of a new document database management system (DDMS); project will include software development, document conversion, and installation of new equipment</td>
<td>Expected completion 12/2000</td>
<td>Dave Larson, Director of Computer Services 785/296-5566</td>
</tr>
<tr>
<td>Kansas (Senate and House)</td>
<td>completed an educational CD ROM designed to teach junior and senior high school students about the legislative process from running for office through passage of legislation; teacher’s manual and testing functions are included</td>
<td>Completed 01/28/2000</td>
<td>Dave Larson, Director of Computer Services 785/296-5566</td>
</tr>
<tr>
<td>Louisiana (Senate and House)</td>
<td>installing electronic display system throughout Capitol using large flat plasma screens to display agendas and bill status information for committee and house and senate proceedings (expected completion 04/24/2000); working with Public Systems Associates to develop comprehensive, fully-integrated client/server legislative information management system (expected completion 2001 Regular Session)</td>
<td>See detail information in previous column</td>
<td>Chrissy Bienvenu, Legislative Computer Center 225/342-4000</td>
</tr>
<tr>
<td>Massachusetts (House)</td>
<td>future plans include providing bill text, journals, and calendars on the Internet and finding a new vendor to replace Data Retrieval software for journals, calendars, bill text, and bill status</td>
<td>N/A</td>
<td>Steven James, Clerk 617/722-2356</td>
</tr>
<tr>
<td>State</td>
<td>Description</td>
<td>Completion</td>
<td>Contact Person</td>
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<tr>
<td>New Mexico (Senate)</td>
<td>continuing upgrades to bill tracking and status system to provide more integration with web site (ongoing); upgraded voting system (International Roll Call) to convert to Windows platform (01/2000); contracted for development of a journal automation system for production of journal and index using key entry, external document sources, bill titles, and voting records (01/2000); added profiles and automatic notification to features available on web site (01/2000)</td>
<td>See detail information in previous column</td>
<td>Elizabeth Martin, Senate Chief Clerk's Office</td>
</tr>
<tr>
<td>New Mexico (House)</td>
<td>implemented a Bill Jacket System which produces a computerized label listing all actions taken for individual bills and produces detailed reports summarizing daily floor action</td>
<td>Completed 01/2000</td>
<td>Charlene D. Ortiz, Chief Clerk's staff</td>
</tr>
<tr>
<td>Ohio (Senate)</td>
<td>implementing chamber automation including bill drafting, committee report, calendar, engrossing, enrolling, messaging, journal, index, and amendment functions, with web access to calendars, engrossments, journals, and index (bulletin)</td>
<td>Expected completion 01/01/2001</td>
<td>Norm Gearhardt, Legislative Information Systems</td>
</tr>
<tr>
<td>Ohio (House)</td>
<td>purchasing Dell laptops for house members that can be used in committee hearing rooms and can hook up to internal network; producing a new legislative application using XMetal to encompass journal production, engrossing, messaging, calendar creation, and web access</td>
<td>Expected completion 01/2001</td>
<td>Laura Clemens, Clerk</td>
</tr>
<tr>
<td>Oklahoma (House)</td>
<td>installed a new voting board and software from International Roll Call; completed new wiring of chamber desks for networking and phones; creating new legislative software for bill drafting, bill status, journal, subject index, calendar, and messaging systems, as well as a new document management system</td>
<td>Expected completion 06/2000</td>
<td>Trey L. Ramsey, Director, Information Services</td>
</tr>
<tr>
<td>State</td>
<td>Implementation Details</td>
<td>Completion Date</td>
<td>Contact Name</td>
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<tr>
<td>South Carolina (House)</td>
<td>Implemented customized Oracle database to create real-time journal published in MS Word and to website in HTML, PDF, and Word format; integrated journal and calendar programs with bill history databases to provide for calendar creation and real-time updating; added live audio-visual feed from chamber on website (<a href="http://www.leginfo.state.sc.us">www.leginfo.state.sc.us</a>)</td>
<td>Completed 01/2000</td>
<td>Chuck McKinney, Director of Legislative Information</td>
</tr>
<tr>
<td>Tennessee (Senate and House)</td>
<td>Completed a chamber automation package including desk wiring for laptops and installation of computerized “real-time” calendars and schedules</td>
<td>Completed 01/12/1999</td>
<td>Rick Nicholson, Assistant Chief Clerk of the Senate</td>
</tr>
<tr>
<td>Texas (Senate and House)</td>
<td>Utilizing in-house programmers working with ISOGEN to replace current TextDBMS-based document production functions with a new integrated system encompassing bill drafting, engrossing and enrolling, amendment database, and journal production functions (including automatic indexing) using Adept Editor and 3B2 (project name: SALSA)</td>
<td>Expected completion 11/01/2000</td>
<td>Karen Hrncir or Janet Sullivan, Project Managers</td>
</tr>
<tr>
<td>Utah (House)</td>
<td>Purchased, configured, and provided training on new laptops for all representatives, converted from Windows 95 to Windows NT 4.0 on all client machines, and replaced some existing desktop PCS with newer technology (01/2000); replacing 10 megabyte hubs with new Cisco switches (expected completion 05/2000)</td>
<td>See detail information in previous column</td>
<td>Cindy Hardman, Department of Administrative Services, Information Technology Services</td>
</tr>
<tr>
<td>Location</td>
<td>Description</td>
<td>Completion</td>
<td>Contacts</td>
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<tr>
<td>Virginia (Senate and House)</td>
<td>Deployed a new web-based chamber automation system for members, their staff, and floor desk staff that included chamber wiring and sound upgrades; functions for members and staff include access to calendars, bill status, and search capabilities, with ability to attach private notes to bills and draft and electronically submit floor amendments; functions for desk staff include ability to track floor action and provide automatic updates on members’ laptops; future enhancements include focusing on desk staff functions and integrating system with bill drafting, journal production, and on-line amending functions.</td>
<td>Completed 01/2000</td>
<td>Tim Madel, Director, Information Systems 804/698-7470</td>
</tr>
<tr>
<td>Virginia (Senate and House)</td>
<td>Division of Legislative Automated Systems (DLAS) and Virginia Information Providers Network implemented web-based bill tracking application (Lobbyist-in-a-Box) available to legislators, lobbyists, and staff; functions include enhanced bill tracking, reporting and notification service; application fully integrated with DLAS Legislative Information System; More information available on following homepages: <a href="http://legl.state.va.us/lis.htm">http://legl.state.va.us/lis.htm</a> OR <a href="http://www.vipnet.org">http://www.vipnet.org</a></td>
<td>Completed for 2000 session</td>
<td>Jeff Finch, Deputy Clerk 804/698-1531</td>
</tr>
<tr>
<td>Washington (Senate)</td>
<td>Provided a laptop computer to all senators requesting one; installed a fiber-optic network in the senate chamber for high speed access; using outside contractor, completed installation in hearing rooms of multi-media projection systems including LCD projectors, drop-down screens, video monitors, digital document cameras, PCS with network/Internet access, VCRs, audio tape decks, equipment racks, and wireless controls</td>
<td>Completed 11/1999</td>
<td>Brad Hendrickson, Deputy Secretary 360/786-7525</td>
</tr>
<tr>
<td>State</td>
<td>Project Description</td>
<td>Completion Date</td>
<td>Contact Info</td>
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<tr>
<td>Washington</td>
<td>contracted with International Roll Call to create new journal and messaging software; updating the current document management system utilizing WordPerfect 9</td>
<td>Expected completion 09/2000</td>
<td>Vicki Anderson, Supervisor House Workroom 360/786-7780</td>
</tr>
<tr>
<td>West Virginia</td>
<td>introduced a legislative web site containing bill status information, statutes, and acts of the legislature (01/2000); creating a new bill status and journal production system using Windows NT and WordPerfect 9 (expected completion 01/2001)</td>
<td>See detail information in previous column</td>
<td>Aaron Allred, West Virginia Computer Support 304/347-4800</td>
</tr>
<tr>
<td>Wisconsin</td>
<td>currently providing real-time chamber activity updates during the session; upgrading payroll and general accounting system to provide on-line human resource and benefit adjustment for employees</td>
<td>Expected completion 12/01/2000</td>
<td>Don Schneider, Chief Clerk 608/266-2517</td>
</tr>
<tr>
<td>Wisconsin</td>
<td>introducing an effort to achieve paperless floor sessions by integrating bill drafting and voting systems to implement “In Session” web site (Intranet and Internet) which includes calendars, bills, amendments, bill status, record votes, committee action, and current bill or motion under consideration with links to audio services and member biographies</td>
<td>Completed 03/2000</td>
<td>Linda Hanson, Assistant Chief Clerk 608/266-7674</td>
</tr>
</tbody>
</table>
Legislators in the Virginia General Assembly went on-line this year. In a joint project, the Senate and House of Delegates developed and deployed a chamber automation system to all 140 legislators, their staffs and desk staff for the 2000 session.

The system grew out of a prototype used by 10 Senators and 25 delegates during the 1999 legislative session. Based on pilot participant feedback, staff from both the Senate and House developed a web-based application that leverages existing databases into an easy-to-use, accessible system available to legislators and their staffs.

The pilot project, which employed wireless network connectivity, also revealed the need for higher speed network access. During the intervening summer, both the Senate and House chambers underwent extensive renovations that brought electricity and 100 Mbps, switched Ethernet connectivity to each desk and updated the chambers’ sound systems.

The primary interface to the chamber automation system provides members with all of the information found on the daily printed calendar. This interface is divided into four areas initially, but can be modified to suit the preferences of each individual user. One area provides navigational controls for users. The second area lists bills as they appear on the calendar. The third area displays detailed information for a selected bill and the fourth area displays the full printed version of the bill in Adobe PDF format.

The system allows members to search for a particular bill, go to the bill currently under consideration and see bills listed by patron or committee. The system also allows members or their staffs to attach private notes (visible only to a member and his or her staff) to a bill. These notes stay with the bill throughout its legislative life so whenever that particular bill appears in the system, the note will also appear.

The system also allows members to draft floor amendments and submit them electronically to the front desk staff who can release the amendment to the entire body at the appropriate time. The system is designed to automatically print amendments, which members are required to submit as a check for desk staff, when the amendment is submitted electronically.

Desk staff has the ability to mark bills as: by for the day, by temporarily, referred to committee, and moved from the Uncontested Calendar to the Regular Calendar. They also mark amendments as passed, failed or withdrawn. All of these actions automatically update information on members’ laptops.

Although the system received high marks from most members, there are several enhancements in the works. While developing the system, we focused mostly on the needs of the legislators. This past session illustrated to us the need to focus on the requirements of desk staff. These further enhancements will help improve the efficiency of desk staff. Other ideas include tighter integration with our bill drafting system, journal production process, and on-line amending.

**Technical specs:**

**Laptops**
Dell Latitude Cs
400 Mhz - 128MB RAM
Xircom 56k/100Mbps Modem/Ethernet Combo Card
Breezenet Wireless Adapters

**Application Platform:**
Lotus Notes R5
Accessed via Internet Explorer 5.0
System integrated with current Legislative Information System
Digital Recording Systems in Nevada Senate

By Claire J. Clift (NV)

The Nevada Senate is currently moving forward with plans to install digital recording systems in all committee rooms. This new system will replace the Sony tape-recording system that has been used for many, many years. The new equipment will allow all audio to be recorded on the hard drive of the PC in each committee room as well as to CD. Once the meeting is adjourned, the audio will then be transferred to a network server for quick retrieval by the Publications Division should a member of the public, press, state agency, etc. request copies.

A newly developed computerized log software package has just been released this month that will electronically tag a committee secretary’s notes to the recorded audio. This feature enables quick access to pertinent pieces of audio and will be a wonderful research tool for the legislative librarians.

Indiana Introduces New Software

by Lee Smith (IN)

Prior to session, the Indiana House of Representatives implemented new software for support staff to manage constituent databases. The software was designed after a year of serious planning. Although it is hard (impossible?) to get everyone happy about every detail, staff in general report the program is extremely helpful.

Washington House Plans New Journal Program

By Vicki Anderson (WA)

Washington State has signed a contract to design a new journal program. Its Legislative Service Center will work with the contractor to have the journal program interface with a new and improved document management system featuring WordPerfect 9.
Looking to start new community outreach initiatives, but don’t know where to start? Look no further than the heart of the Midwest. The Ohio House of Representatives is taking two significant steps in showing the nation how state government can make a difference in the lives of its citizens. With the beginning of a new millennium upon us, Ohio representatives and their staff have made a commitment to improve the lives of Ohioans young and old.

In early 1999, Governor Bob Taft made a pledge to recruit 20,000 volunteers to help Ohio’s children learn to read. In March of the same year, the Governor signed House Bill 1, the OhioReads legislation. The bill created the OhioReads Council, which is responsible for determining the criteria for awarding Classroom and Community grants.

Taking the lead in OhioReads, Speaker of the Ohio House, Jo Ann Davidson, enlisted several state representatives, including herself, to participate in the program. House staff members were appointed to help run the program and organize volunteers. This group created what is now HouseReads.

The next step in initiating the program was to establish contact with a local school. After visiting several schools throughout Central Ohio, the team created by Speaker Davidson had narrowed the list to one school in north Columbus, Innis Elementary School. The school, which has virtually no parental involvement and very limited connections to any community or business partner, is using a new reading program this year, Success for All. The program is designed as a focused intervention program for at-risk students in urban elementary schools, which includes an intense staff development program and a strong volunteer base.

Innis Elementary School was constructed in 1975 as an open space building. Originally, there were no walls separating any of the classrooms. At the time, it was considered one of the most innovative approaches to education. Today, as a result of tremendous growth and development, Innis has added partial dividing walls to maintain a productive environment for learning.

The plan was established and the school had been chosen; now, it was time to find volunteers. This turned out to be an easy task. Twenty-seven House staff members signed up as soon as the memo requesting volunteers was distributed. Each volunteer was to initially have two children each; but since the number of volunteers exceeded expectations some were only assigned one student.

It was decided by both the House and Innis administration that Monday afternoons were the best day for students and staff to come together. It was evident at the first session that both students and volunteers were hesitant, but as introductions were made and the students were assigned to a volunteer any reluctance went unnoticed.

After several weeks of meetings between the students and their volunteers, friendships were clearly being developed. Not only were the students benefiting from the volunteers, but it seemed that the volunteers were learning something as well.

Since the inception of the statewide OhioReads program, the Ohio House version of the program has assisted more than 35 children in grades 1-5 achieve their goals of being avid readers. Although no numbers have been released stating whether the program is a success, it is important to remember that statistics only tell half of the story. Smiling faces from both students and volunteers is what already has made HouseReads an overwhelming success.
This spring the Ohio House of Representatives is planning to kick off another statewide event designed to improve housing problems in the state. On November 13th, Speaker Davidson, who has never been known to back down from a test, accepted a challenge from Congressman John Boehner, Senator Scott Nein and Representative Gary Cates to begin The House the Assembly Built. Speaker Davidson not only accepted the challenge to build a home in each state house district – she raised the ante by declaring her own challenge.

“These gentlemen know I do not take challenges lightly,” she said. “What they do know, however, is that I intend to take The House the Assembly Built beyond the boundaries of Ohio and challenge the speaker and senate president of every state legislature across our country to join in the fight with us and with Habitat for Humanity International to eradicate substandard housing!” she declared.

The House the Assembly Built is an effort that involves Habitat for Humanity International and its local affiliates, the Ohio General Assembly, businesses, unions, non-profits, and individuals committed to strengthening Ohio’s neighborhoods and communities by building a simple, affordable home with a low-income family in all 99 house districts.

While Habitat for Humanity International continues its efforts to erase substandard housing around the world, The House the Assembly Built will provide low-income families with warm, decent and affordable homes. Just as important, the program helps focus citizens’ attention on the real need for every American to have an opportunity to live in a decent house he or she can afford. Business leaders and groups have already made financial commitments to The House the Assembly Built project to assure that the program follows through with its goals. The Federal Home Loan Bank in Cincinnati has committed $1 million for the project – up to $100,000 dollars for each house constructed. Additionally, the Ohio Capital Corporation has pledged $100,000 and the National Home Builders Association has pledged additional financial support.

On Wednesday, April 12, 2000, in order to kick off The House the Assembly Built campaign, the first house was dedicated in Urbancrest, a suburb of Columbus. Attending the event were Governor Bob Taft, Speaker Jo Ann Davidson, sponsors of the program, Jim Crowley of Habitat for Humanity MidAmerica and Tom Jones of Habitat for Humanity International, as well as many state representatives and other local community leaders.

Representatives from four major sponsors of The House the Assembly Built were on hand to present Speaker Davidson and Habitat for Humanity with checks for the project. After all was said and done, the project had raised $3,287,000 before one nail was driven into the first house. This is a credit to the caring people and corporations that call Ohio home.

Habitat for Humanity International President Tom Jones was on hand to help dedicate the first house. Jones thanked Speaker Davidson for her efforts in helping make this project a success along with showing his appreciation to the many sponsors who donated their time and money to the campaign. Jones explained how Habitat for Humanity got its start and shared future endeavors the organization hopes to pursue.

The most emotional part of the day was when the house was dedicated to Clarissa McKee and her two sons. Fighting back tears, Ms. McKee thanked the public officials for their attendance and thanked God for her fortune. Her words and emotions made everyone in attendance realize how special this campaign truly is and that they can look forward to at least 98 more dedication ceremonies.

In Ohio, lives are being changed on a daily basis because government has continued its work outside of office walls. Although House members and staff enjoy creating legislation to improve their communities, it is rewarding to see how such efforts are making a difference. Whether it is helping a child learn to read or building a home that a family can call its own, Ohio is a proven leader in creating initiatives that maintain a connection between the government and its people.
In 1994, Rhode Island residents headed to the polls to vote on a measure that would amend the state's Constitution. When voters emerged, state legislators saw their wages boosted, their pensions slashed, and their ranks decreased.

It is the latter measure that is now drawing the wrath of legislators and capturing headlines throughout the state. Set to coincide with a redistricting effort in 2003, the proposal would trim the number of House members from 100 to 75 and the Senate from 50 to 38.

Legislators opposed to the measure say downsizing will further decrease the number of minorities and women serving in the General Assembly. Amidst a frenzy of television and newspaper reports, they have made their feelings known. The amendment confused voters, they say, and offer as proof a sobering statistic — just 52 percent of voters approved the three-tiered amendment, which cobbled together the pay, pension and downsizing measures.

A bill that would put just the downsizing proposal back on the ballot in November 2000 is now awaiting a hearing in the House Judiciary Committee and is expected to make it onto the House floor for a full vote in the upcoming weeks.

Representative Marsha Carpenter of Providence, the bill's main sponsor, has been the most vocal critic of the downsizing plan. She feels such a move would only cause the Assembly's already slim percentage of women (25 percent) and minority members to further dwindle. And with fewer legislators and larger districts, she says, elected officials would be burdened with a larger workload, leaving less time to focus on issues and meet with constituents.

In addition, the bill states that the reduction would turn a part-time citizen legislature into a “professional, full-time legislature” and push blue-collar citizens, women and minorities further into the fringes of the political process.

Not to be forgotten are the ranks of GOP legislators, of which there are few in Rhode Island. Only eight Republicans call the Senate home, compared to 13 in the House. Thus, some Republicans are concerned that downsizing will further cut their numbers and render them nearly extinct in a traditionally Democratic state.

On the other side of the issue are political watchdog groups such as Common Cause of Rhode Island, which feel a leaner legislature would eliminate government excess. And Gov. Lincoln C. Almond, a Republican, agrees. The voters have spoken, he says, and officials should listen. He does not agree with detractors that feel the cuts will hurt the Republican Party.

Opponents also bring up the issue of size: Does Rhode Island, the smallest state in the union, really need 150 representatives and senators?

So as the ensuing debate continues to create fodder for editorial writers, radio show hosts and voters throughout the Ocean State, all eyes are fastened on the House Judiciary Committee, which has the power to kill the bill or push it into the public arena.

And in this murky mix of democracy, minority representation and political rhetoric, just one thing remains clear. If the issue makes it onto the November ballot, voters will have the final say.
In November 1996, newly elected Senate President Toni Jennings and House Speaker Dan Webster, publicly promised to make the legislative process more deliberative, end late night sessions, and adjourn the Florida Legislature sine die by 6:00 p.m. on the last day of the 1997 regular session.

The presiding officers immediately began implementing changes to carry out these promises. The Senate amended its rules to prohibit going into session or holding committee meetings prior to 7:00 a.m. and from meeting or continuing to meet after 9:00 p.m. President Jennings maintained strict adherence to these changes. In 1998, she was reelected to an unprecedented second term and was able to refine and to continue the changes she had implemented.

The House amended its rules to prohibit committee meetings before 8:00 a.m. and beyond 6:00 p.m. without permission of the Speaker. The same restrictions for sessions were established by House policy during the 1996-1998 term and have been continued during the 1998-2000 term of Speaker John Thrasher.

Florida’s Constitution mandates the reading of bills in each house on three separate days, but allows a waiver of the provision by a two-thirds vote. To fulfill another promise to make the process more deliberative, President Jennings began the 1997 Regular Session by changing procedures to carry bills over to third reading on the next legislative day. The effect of the change was immediately apparent. If a bill was amended on second reading, the bill sponsor and other members were able to review the engrossed bill before voting on final passage on third reading. Additionally, the delay allowed staff the time to determine whether any title, technical and/or glitch amendments were necessary.

Other procedural changes in the Senate included limiting the number of special order calendars set during the last week of session, and considering only bills on third reading and those in messages during the last three days of session.

A review of the days (of the constitutional 60 calendar days) and actual hours in session for the last four regular sessions (averaged 24 days at four hours per day) compared to the previous six regular sessions (averaged 20 days at 4 hours per day), indicates that the Florida Senate met an additional four days in session during the last four regular sessions, increasing the in-session hours by 16. Therefore, balancing the work of the Senate over 24 in-session days in lieu of the previous 20 in-session days, more than compensated for the elimination of late-night marathon session days.

In summary, the legislative process in Florida has become more deliberative. The end-of-session log jam has been significantly improved. Some changes in the Senate include:

- establishing session and committee schedules weeks in advance;
- prohibiting late-night sessions and committee meetings;
- establishing fewer special order calendars during the last week of session;
- considering only bills on third reading and those in messages during the last three days of session; and
- strictly adhering to the rules and policies governing the two houses.

With the advent of term limits this year, and the 2000 General Election, further changes are expected. President Jennings and Speakers Webster and Thrasher have, however, laid the foundation to continue improving the legislative process and eliminating the end-of-session log jam in the Florida Legislature.
On scaffolding 40 feet above the Illinois Senate floor, Jeff Greene and Terry van der Well poked around Wednesday at some of the ceiling's ornate plaster decorations.

They jabbed at a dome-shaped piece of plaster not far from where Senate President James "Pate" Philip, R-Wood Dale, sits when the chamber is in session.

"We just touched it, and it came off in our hands," Greene said. "It probably weighs between 5 and 7 pounds. My guess is, if it had fallen the 40 feet from the ceiling and hit somebody, they'd feel it all right."

To keep just that sort of thing from happening is what brought Greene and van der Well to Springfield. Greene, an architectural conservator, is owner of Jeff Greene, Inc. and Evergreen Painting Studios of New York. He's been hired by the state for $61,500 to inspect the damaged, 110-year old ornate ceilings in the House and Senate and tell the officials what needs to be done to fix them.

This is not your weekend spackling job.

"The problems here are fairly unique," Greene said. "We are not replastering. We are conserving the original ceiling. We are trying to hold onto as much of the original fabric as possible."

The problem is that original fabric is more than a century old. Greene believes that most, if not all, of the ceilings are the original plaster installed when the Capitol was built in the 1800s. Unfortunately, the ceilings are suffering the effects of leaky roofs and windows and outdated 19th-century construction techniques.

"Water is definitely a big part of the problem," Greene said.

The water helped rot a material made of wood shavings that was used to attach the ornamental plasterwork to the substructure.

"They don't do that anymore," Greene said.

There also are iron chunks in the plaster that have gotten wet over the years and caused small parts to pop out of the ceiling.

While the plaster may be original, the paint is not, and that's leaving a bigger mystery for the conservators. Just what did the ceiling look like when it was new?

"We're looking for what the original colors were," Greene said. "We're finding beautiful colors up there - reds, orange, ochre. There's some green in there."

In some places, they've found as many as six layers of paint. What you see today is probably not the way things looked when the chambers were built.

"When you look at historic photographs, there are big, beautiful scrolled panels in (the Senate),
there are flower panels in there," Greene said. "There were stencils on the walls. There was gilding. There was all kind of wonderful stuff in here. It's very much different today."

The question is how closely the original can be duplicated, or even if it is possible. Cost could be a factor. There's also the fact that both the House and Senate chambers have undergone changes to accommodate modern conveniences, such as air conditioning and the electronic gear lawmakers now take for granted as they do their work.

Greene is no newcomer to this kind of project. He and his companies have been involved in restoration work at 25 state Capitols, including New York, Michigan, New Jersey, Vermont, South Carolina and even Iowa, which shared architect Alfred Piquenard with Illinois.

Last fall, after plaster chunks began falling from the Statehouse ceilings, nets were installed in the House and Senate to prevent the pieces from hitting anyone. Now that the session is over, the nets have been removed, but the chambers are closed to the public.

Don Cox, who is overseeing the work for Secretary of State Jesse White, said a preliminary report from Greene could be ready in a few days. A more detailed, final report will be completed in a month, Cox said.

In addition to the ceiling work, the state will replace three sections of Capitol roof that are suspected of leaking and causing some of the water damage. The sections were going to be replaced over several years, but the work is being accelerated because of the ceiling repair.

Exterior windows lining hallways outside the House and Senate chambers also will be painstakingly restored. The windows will be lowered to the ground one at a time and then recaulked, reglazed, repainted and put back in place.

Work is scheduled to be finished by early November as lawmakers prepare to return to Springfield for the legislature's fall veto session.
NEBRASKA’S EAST CHAMBER RENOVATION WILL CONTINUE TO HONOR AND EDUCATE

By Patrick J. O’Donnell (NE)

With the dedication of the Warner Legislative Chamber on January 4, 2000, a new and exciting future awaits Nebraska’s old East Legislative Chamber.

Used for only three legislative sessions, from 1931 - 1935, the doors to the East Legislative Chamber were closed when Nebraska voters approved an initiative ballot issue to create the nation’s only unicameral legislature.

The renaming of the East Chamber was done to honor the late Senator Jerome Warner, and his father, Charles Warner. Charles Warner himself was a former state representative, senator and Lt. Governor. Charles and Jerome Warner were both committed public leaders, serving a combined 61 years between 1901 and 1997.

The general plan for the renovation was based on preserving the historic character of the chamber while offering electronic capabilities with classic architectural surroundings. While the plans for the renovation progressed, it was evident that the priority to educate the general public about the roles and process of state government became a paramount objective.

The electronic media capabilities that have been achieved with the appropriated $750,000 have exceeded the expectations of those associated with the renovation process. The 9-foot by 12-foot screen located in the far end of the chamber provides participants optimum viewing privilege for computer displays, satellite and broadcast programs, and DVD presentations. Video conferencing has also become an option within the chamber, allowing individuals and groups to converse by video over distances across the state.

The public address system allows speakers to interact with the participants throughout the chamber by use of the eighteen boundary effect microphones that are placed at each major desk within the chamber. Mobile presentations are also possible through the use of the wireless microphones and special touch screen remote control.

The success achieved by the completion of the Warner Memorial Chamber was only the beginning effort to educate and involve the public through a more accessible approach. The next goal was to involve teachers, students, and the general public with the opportunity to access and utilize information about representative democracy from outside the Capitol. The result of the efforts became the web-based program about government and the Legislature known as the Warner Institute for Education and Democracy. For more information on the Warner Institute, please access our website at www.unicam.state.ne.us.
The Kansas Legislature unveiled an educational CD-ROM, *Kansas Lawmaker* on January 28, 2000. This project has been ongoing since December 1997. Development was done by the Division on Continuing Education at Kansas University. Chief Clerk Janet Jones was coordinator of the project. Pat Saville and Dave Larson served on the advisory committee.

K.S.A. 72-1117 states: “The state board of education shall provide for a course of instruction in Kansas history and government, which shall be required for all students graduating from an accredited high school in this state.” *Kansas Lawmaker* will be an added resource for teachers to fulfill this requirement.

Middle school/junior high school age students are the targeted audience but certainly adults could easily benefit from reviewing the process. The CD starts with a segment on filing for election and ends with the governor signing a bill into law. House and Senate sessions, committee hearings, meeting with constituents, doing research, etc. are all segments of the project. Students choose to introduce and follow a bill on either the topic of changing the driver’s license age or requiring public service as a high school graduation requirement.

CD-ROM was chosen as the medium to use for the project because some schools do not have speedy Internet access at this time. Also, there are video aspects and the need for quick response time which are applicable to the CD. The different types of media used on the CD are illustrated color graphics, digital audio, a virtual tour of the statehouse, digital video blended into graphics and textual media in the form of a complete tutorial, the Kansas Legislative Procedure, and glossary.

The CD will be given to every public school in Kansas, all accredited non-governmental schools, Board of Regents institutions, and all public libraries. Middle schools/junior high schools will each be given 10 copies of the CD. A complete teacher’s guide will be included.

It is suggested students use the CD before coming on a tour of the Capitol. This will allow the students to have an idea of what to look for in the Capitol and what the process is while enabling them to relate to the legislative activity taking place.

There is a web site which gives a good introduction to the CD which may be accessed at [skyways.lib.ks.us/ksleg/CDROM](http://skyways.lib.ks.us/ksleg/CDROM). Copies of the CD will be available for sale at $10 per copy.
The Legislative Administrator

NCSL State Liaisons
By Brenda Erickson (NCSL)

One of NCSL’s main responsibilities is to ensure that legislators and legislative staff receive timely and thorough assistance on a wide range of policy issues. To make it easy for our constituents, NCSL provides information in a variety of ways—for example, the State Legislatures magazine, the LegisBrief series, other publications, committee testimony, legislator and staff training, meetings that provide networking opportunities and responses to individual requests for information. To further fulfill this goal, NCSL also created a state liaison program. NCSL recognizes that legislators and legislative staff may not know which NCSL staff covers a particular issue area. Under the state liaison program, each state is assigned one or more NCSL staff as its key contact(s). So, to get help from NCSL when you are uncertain about whom to talk to at NCSL, just call your state liaison. That’s a good starting point for nearly any inquiry. Your state liaison will direct your request to the appropriate person.

Shown below are the NCSL liaison(s) assigned to each state or territory as of April 2000.

<table>
<thead>
<tr>
<th>State</th>
<th>Liaisons from the NCSL Denver Office</th>
<th>Liaisons from the NCSL Washington, DC Office</th>
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<tbody>
<tr>
<td>Alabama</td>
<td>Doug Farquhar</td>
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<td>Karl Kurtz &amp; Jan Goehring</td>
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<td>Texas</td>
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<td>David Shreve</td>
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<td>Lynda Lake</td>
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<td>Guam</td>
<td>Arturo Perez</td>
<td>Joy Johnson-Wilson</td>
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<td>Puerto Rico</td>
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The state liaisons may be reached at:

**Denver Office**
1560 Broadway, Suite 700  
Denver, CO 80202  
Phone: 303/830-2200  
Fax: 303/863-8003

**Washington, DC Office**  
555 North Capitol Avenue NW, Suite 515  
Washington, DC 20001  
Phone: 202/624-5400  
Fax: 202/727-1069
An historic transition of power and full chamber automation highlighted the 2000 Regular Session of the Virginia House of Delegates.

During an opening day on January 12 laden with symbolism, Republicans formally assumed control of the House of Delegates for the first time since Reconstruction. Delegates then unanimously elected the Honorable S. Vance Wilkins, Jr. of Amherst County as the first Republican speaker of the House in 117 years. Among those witnessing these historic proceedings was Bedford Delegate Lacey E. Putney who marked a milestone of his own as he was sworn-in for his 19th term, thereby becoming the longest serving delegate in Virginia history with 38 distinguished years. The day included yet another significant event with the election of Frances P. Datig as Sergeant-at-Arms, the first woman to hold the position in the history of the House of Delegates.

In addition to the historic political changes, the House of Delegates, in a joint project with the Senate of Virginia, embarked upon the use of new technology during the 2000 session. With the aim of lessening the “paper shuffle” while utilizing the latest technology in the legislative environment, each of the 100 delegates was provided with a laptop computer. Equipped with programs designed to replace the daily printed calendars and copies of bills, the computers updated the calendar in real-time as the delegates progressed through the day’s business. While seated at their chamber desks in the Capitol, members also had the capability to electronically submit amendments, as well as to communicate through e-mail with their legislative offices in the General Assembly Building.

The full automation of the House of Delegates was accomplished during the summer and fall of 1999 when the largest renovation of the House Chamber occurred since its completion in 1907. Preserving the historic characteristics of the chamber while incorporating modern technology posed significant challenges. Carpeting and all 100-chamber desks were removed to expose a barren cement floor. Improvements were made to the floor conduits and raceways to prepare for the installation of new CAT-5 data cabling and new wiring for an updated sound system. The surface of each chamber desk was slightly modified to accommodate the power cord and data jack needed for the laptop computer. After 182 days of skilled work and remarkably coordinated efforts, the new carpeting and refurbished desks were back in place. The House Chamber was now well prepared to meet the needs of the modern-day legislature while maintaining its Classical-Revival style architecture and stately dignity.

Already notable for the transition of power and the successful implementation of full chamber automation, the 2000 session ended quite fittingly on an additional historic note as the Virginia General Assembly adjourned one day early.
Idaho Mourns Loss

By Jeannine Wood (ID)

It was a somber session for members of the Idaho Legislature who mourned the loss of Senate President Pro Tempore Jerry Twiggs. The well-liked Republican leader died of a heart attack on the morning of the first day of the session. Business at the Statehouse was postponed one week so that funeral arrangements could be made and legislators could have time to grieve Twiggs’ death. Upon adjournment, Senators organized a memorial golf tournament in honor of Senator Twiggs’ great love of the sport, and raised more than $3,100 for a scholarship fund.

Succeeding Senator Twiggs as Pro Tem is Robert Geddes, Jr. of Soda Springs. Geddes is the former Republican Party Caucus Chairman and son of long-time State Representative Robert Geddes, who is stepping down this year after 24 years of legislative service.

Washington State Refurbishes Capitol Steps

By Vicki Anderson (WA)

The front steps of the Capitol are being removed to make needed repairs to the underside. Once completed, the steps will be fitted with a defrosting system and hand rails.

Indiana’s Short Session

By Lee Smith (IN)

The “short session” of the Indiana General Assembly is over! Instead of the usual 1-day Organization Day in November, the Governor called upon legislators to come into full session to rectify problems created when several important bills died in the last minute of the previous session. Thus, we met in full session for ten days in November and reconvened in January, which was pretty much business-as-usual. We adjourned sine die on March 3.

Nevada Senate Gets a Facelift

By Claire J. Clift (NV)

“Remodelers R Us”, seems to be the interim motto around the Nevada Senate. We have recently completed the southwest section of the Senate legislative offices on the second floor of the legislative building and are beginning the remainder of the remodeling of the northwest section of the same floor. Once finished, the entire second floor of the building will conform to the new addition of the building completed in 1997.
**The Legislative Administrator**

**What’s New?**

**ASLCS Listserv At Your Service**
Communication is critical. Information is valuable. That’s why you should take advantage of ASLCS Listserv whenever you need to gather information from your peers around the country. This fast and effective communication tool has proven to be a very valuable research tool for legislators and legislative staff alike. (To sign-up contact Sally Kittridge at (303) 830-2200 ext. 139.)

**Dues are Overdue**
Secretary-Treasurer Judy Hall is waiting to hear from you if you haven’t paid your dues yet. The deadline was April 15. Please send dues to: ASLCS Secretary-Treasurer, 233 State Capitol, 900 Court Street, NE, Salem, OR 97310.

**In the Next Issue**
Watch for an article highlighting the parliamentary training seminar in Ottawa. Norman Moore, Chief Clerk of the Arizona House of Representatives, was selected to attend the training seminar which was held May 7-18, 2000.

**Upcoming ANOMAC Conference**
The ANOMAC Conference will be held July 20-23, 2000 in Guadalajara, Mexico. ASLCS members in attendance will include Jim Harry (IL), Diane Bell (FL) and Carmela Bills (VA) as well as Sally Kittredge.

**The Session That Just Won’t End**
Washington State’s Regular Session ended on March 9 and the Governor called them right back in for a Special Session that lasted 29 days. The Special Session’s purpose was to work on budget matters. A second Special Session was scheduled to begin April 24.

**Keep Your Eye on Indiana**
Indiana’s Governor, all Representatives and half of the Senators are up for re-election in November.

Florida House Premieres New Chamber for 2000 Session

Pictured above is the Florida House of Representatives’ chamber upon completion of extensive renovations just prior to the 2000 Legislative Session.
NEW FACES AROUND THE NATION

FLORIDA

Debbie Brown
Assistant to the Secretary
Florida Senate

Debbie Brown joined the staff in the Senate Secretary’s office in June 1993. Debbie first worked on the Journal staff as a journal writer. She also served as the 1998 Constitution Revision Commission liaison between the Senate and the Commission. Debbie coordinates the chamber desk operations and staff and serves as Assistant to the Secretary.

INDIANA

JoAnn Brown
Deputy Clerk
Indiana House of Representatives

KENTUCKY

Marilyn Burgess
Assistant Clerk
Kentucky Senate

MISSISSIPPI

Jim Madden
Assistant Secretary of the Senate
Mississippi Senate

The Assistant Secretary’s most significant responsibility is to keep track of floor action when the Senate is in session and to take accurate notes reflecting that action for development of the Journal, which is the official record of the Senate. To do so requires a thorough knowledge of all the Senate rules and the ability to interpret them in assisting the Presiding Officer who makes rulings on points of order. The Senate Docket Room and related operations also are under the Assistant Secretary’s supervision, in addition to handling all the purchasing for the Senate and the joint operations of the Mississippi Legislature. Other duties are assigned by the Secretary of the Senate and the Rules Committee.

MICHIGAN

Pamela Nyquist
Assistant Secretary
Michigan Senate

MINNESOTA

Lois Klostreich
Supervisor, Administrative Support Staff
Minnesota House of Representatives

Lois has an M.A. in Political Science and Counseling & Guidance from the University of North Dakota. She is married and has two grown sons.

NEVADA

Claire J. Clift
Secretary of the Senate
Nevada Senate

Claire J. Clift was appointed Secretary of the Senate in Nevada in January 2000. Her legislative career began in 1987 when she served as the Nevada Senate Natural Resources Committee Secretary, a position that she also held in 1989. In 1997, she became the Media Clerk and Technical Administrative Assistant for the Nevada Senate. She had an 11-year career with the U.S. Forest Service prior to her legislative career.

A native Nevadan, Claire attended the University of Nevada (Reno), Western Nevada Community College, and graduated from North Idaho College in 1986. She is the Vice Chairman of the Carson River Advisory Committee, a member of the Capital Nevada Toastmasters’ club, and a member of the Carson City Literacy Volunteers.
Susan Whitford 
*Senate Media Clerk/Technical Assistant*  
*Nevada Senate*

Susan Whitford, previously with the legislative Counsel Bureau’s Audit Division, was appointed the Senate Media Clerk/Technical Assistant.

**NORTH CAROLINA**

Michelle Perry 
*Administrative Clerk*  
*North Carolina House of Representatives*

Michelle began working for the North Carolina House of Representatives in December 1998.

**OHIO**

Vincent L. Keeran 
*Assistant Clerk*  
*State of Ohio*

**OREGON**

Cyndy Johnston 
*Calendar Composer*  
*Oregon Senate*

Cyndy Johnston is the newest addition to the Oregon Secretary of the Senate’s office. She was hired effective April 1, 2000 as Calendar Composer. She’ll also be operating the voting system. Her work experience is mostly in the private sector in several different sales positions. She has been married for 22 years and has a son and daughter.

**SOUTH CAROLINA**

John Othniel Wienges 
*Reading Clerk*  
*South Carolina Senate*

John Othniel Wienges is a graduate of the University of South Carolina with a B.A. in Political Science. He is married with three children. He is the former Mayor of the Town of St. Matthews, South Carolina. He was appointed Assistant Clerk of the Senate in May, 1988. He was elected Reading Clerk of the Senate on January 11, 1994, and has served continuously in that capacity ever since.

DuBose R. “Bosie” Martin 
*Building and Operations Manager*  
*South Carolina Senate*

Bosie Martin began working with the South Carolina Senate in 1974 as a page. He served as Research Analyst and Page Supervisor prior to becoming Operations Manager in 1989. His current duties include purchasing and agency procurement, oversight of daily operations of the L. Marion Gressette Office Building, ancillary services for dignitaries, inventory control, telecommunications coordinator, and computer system administrator for security, MCI V-NET, and voice mail systems.

Bosie graduated from the University of South Carolina in 1981 with a B.A. in Humanities and Social Sciences. He is married with four children, and is a member of numerous organizations.

**TENNESSEE**

Russell A. Humphrey 
*Acting Chief Clerk of the Senate*  
*Tennessee Senate*

On November 1, 1999, Tennessee Lieutenant Governor John S. Wilder appointed Russell A. Humphrey as Acting Chief Clerk of the Senate for the Second Extraordinary Session of the 101st General Assembly of the State of Tennessee. Mr. Humphrey was re-appointed on January 12, 2000 to serve for the Second Regular Session of the 101st General Assembly.

Prior to his appointment, Mr. Humphrey served as the Executive Assistant for Policy and Research to the Lieutenant Governor. Mr. Humphrey holds a B.A. in Economics from the University of Memphis and a J.D. from the Cecil C. Humphreys School of Law at the University of Memphis. He is an attorney, having practiced in
Memphis and Nashville before entering into public service.

Mr. Humphrey is a member of the Memphis Bar Association, the Tennessee Bar Association, American Bar Association, and the Commercial Law League of America.

**VIRGINIA**

*B. Scott Maddrea*  
**Deputy Clerk for Committee Operations**  
**Virginia House of Delegates**

Scott Maddrea was appointed Deputy Clerk for Committee Operations for the Virginia House of Delegates in January 2000. Before his appointment, Scott served in many capacities within the legislative environment since 1986, when he began to work as a Legislative Assistant. He worked for two members of the House in this role until 1998 when he became a Legislative Specialist for the Virginia Association of Realtors.

Scott received his B.A. in Political Science from the University of Richmond in 1987. He has served as a Captain in the Military Police Corps for the United States Army Reserve since 1987. He was an aide-de-camp on Governor George F. Allen’s personal military staff, and serves the current Governor of Virginia, James S. Gilmore III, in the same capacity. Scott is a member of the Board of Directors for the Commonwealth Sportsmen’s Alliance, a member of the Military Police Regimental Association, and a former member of the Board of Directors for the National Kidney Foundation of America.

**Patricia J. Lung**  
**Senior Office Administrator**  
**Committee Operations**  
**Virginia Senate**

Patty Lung has been employed by the Senate of Virginia since 1990 as the Senior Office Administrator in Committee Operations. During the session, Patty produces the Senate Calendar, clerks the Senate Privileges and Elections Committee, and provides supervision to temporary Session staff. During the interim she provides staff support to various commissions and study groups, supervises the research and documentation process for appointments made by the Senate Privileges and Elections Committee, and maintains the Committee Operations database.
Veteran Senate Employees Retiring
in West Virginia

By Karl Lilly (WV)

Corene Fountain Bryant and Linda Gibson, two employees with a combined total of sixty years of public service, are retiring with the Senate Clerk’s Office in West Virginia.

Both have long been active in ASLCS and attended several annual meetings along with their husbands, Ronald Bryant and Jack Gibson.

Gibson began her work with the Senate in 1967 as a temporary secretary, was elevated to the post of abstract composer in 1972 and became bill status and history clerk in 1975. Her retirement is effective July 1, 2000.

Bryant, the Senate’s secretarial supervisor since 1983, retired May 1, 1999. Her public service began with the chamber in 1972 as supervisor of women personnel and included a stint as staff coordinator and administrative assistant to Senate President Warren R. McGraw, who is presently a justice of the state Supreme Court of Appeals.

Congratulations to Corene and Linda!!
MINUTES OF THE
EXECUTIVE COMMITTEE

[Image of American Society for Legislative Clerks & Secretaries logo]
EXECUTIVE COMMITTEE

Jim Harry, IL
President

Pat Saville, KS
President-Elect

Judy Hall, OR
Secretary-Treasurer

Frank Caggiano, SC
Appointed Principal

J.R. Rodrigue, CO
Appointed Principal

Gwen Bailey, VA
Appointed Associate

Michael Linn, MN
Appointed Associate

Denise Weeks, NC
Immediate Past President

Karl Lilly, WV
Associate Vice President

Ann Cornwell, AR
Elected Principal

Diane Bell, FL
Elected Associate

Jeff Finch, VA
Immediate Past Associate
Vice President
EXECUTIVE COMMITTEE
March 19, 2000 - Santa Fe, New Mexico

Call to Order

President Jim Harry called the meeting of the American Society of Legislative Clerks and Secretaries Executive Committee to order.

Quorum

Members present:

Jim Harry, President
Pat Saville, President Elect
Judy Hall, Secretary-Treasurer
Karl Lilly, Associate Vice President
Ann Cornwell, Elected Principal
Diane Bell, Elected Associate
Frank Caggiano, Appointed Principal
Judith Rodrigue, Appointed Principal
Gwen Bailey, Appointed Associate
Michael Linn, Appointed Associate
Denise Weeks, Immediate Past President
Jeff Finch, Immediate Past Associate Vice-President

A quorum was present.

NCSL Staff present:
Sally Kittredge

Approval of Minutes

Judy Hall moved that the reading of the minutes be dispensed with and that the minutes be approved. Jeff Finch seconded. Motion carried by unanimous consent on voice vote. The minutes were printed in The Legislative Administrator.

Approval of Treasurer’s Report

Judy Hall, Secretary-Treasurer, submitted the Treasurer’s report. J.R. Rodrigue moved that the Treasurer’s report be adopted. Pat Saville seconded. Motion carried by unanimous consent on voice vote.

Old Business

President Harry explained that there was $1,764.22 left over from the Joint Canadian meeting and the money was deposited in the ASLCS Special Meetings Fund. Texas will use the money for an ASLCS function at the 2001 NCSL Annual meeting in San Antonio.

Special Committee Reports

Susan Schaar reviewed the budget for the 1999 Annual Professional Development Seminar in Coeur d’Alene, ID, and reported a deficit of $6,293.25. Karl Lilly moved that the deficit be balanced
The Legislative Administrator

with money from the ASLCS dues account. Jeff Finch seconded. Motion carried by unanimous consent on voice vote.

Frank Caggiano gave the report on the Millennium Committee. The committee recommended that the room and registration costs for 18 former presidents and associate vice-presidents be paid by ASLCS. There was general discussion on the limited amount of hotel rooms with respect to extra rooms in the main hotel for the former officers; the amount of response we may get and who might be invited if there is little interest from the former officers; and the approximate $17,100 that this would cost the society.

Frank Caggiano moved that we only offer the invitation to the 18 former officers at this time. Denise Weeks seconded. Motion carried by unanimous consent on voice vote.

Steve Arias submitted the Site Selection Committee’s recommendation of Portland, Oregon for the 2002 Professional Development Seminar for the approval of the Executive Committee. He explained that this recommendation is contingent on President Harry receiving an approval letter from the Oregon Legislative Leadership. Denise Weeks moved that the recommendation be approved. Jeff Finch seconded. Motion carried by unanimous consent on voice vote.

Steve added that Arizona had expressed interest in the 2003 Professional Development Seminar at the last meeting. Norman Moore, Chief Clerk of the Arizona House, was unable to attend the spring meeting, so Steve said he would make the necessary contacts and report back at the NCSL Annual Meeting in Chicago this summer.

Sharon Carter, chair of the Technology and Innovation Committee, submitted a recommendation for Executive Committee approval regarding moving specific sections of the Society’s webpage to the public side. She explained that the committee had conducted extensive research on the NCSL staff section web pages and found that most had comparable publications to ours and they were listed on the public side. There was general discussion on further clarification of private versus public and the links that would be listed on our public webpage.

J.R. Rodrigue moved that the committee’s recommendation to make the Society’s webpage public (except the Listserv) with the stipulation that the links be removed. Ann Cornwell seconded. Motion carried by unanimous consent on voice vote.

Sharon Carter additionally asked for Executive Committee approval to review the whole web site for further recommendations. The site will be unchanged until the review has been completed. Karl Lilly moved that the approval be given. Jeff seconded. Motion carried by unanimous consent on voice vote.

The following proposed modification of the charge of the Technology and Innovation Committee was submitted by Sharon Carter:

The Committee on Technology and Innovation explores new technology and examines the adaptation of that technology to the operations of the state legislatures. The committee shares information with Society members through reports and programs at the NCSL Annual Meeting and at the ASLCS Professional Development Seminar. The committee, in accordance with the publication standards for the web site and subject to executive committee approval, provides guidance to the web master regarding the design, content, and maintenance of the Society’s web site.
President Harry suggested, for future consideration, that the Society may want to consider making the Technology Committee a two-year committee in order to establish consistency and continuity in their projects.

**International Communication and Development Committee – Video**

Denise Weeks reported that the video project is underway. Footage will be taped at the annual NCSL meeting in Chicago in July. Laura Clemens from Ohio offered the Ohio media staff to edit and produce the video. Denise estimated the completion date to be this fall. Laura added that the video could be placed on the ASLCS web site.

**Canadian Invitation to Parliamentary Seminar**

President Harry announced that Norman Moore, Chief Clerk of the Arizona House, accepted the invitation to represent ASLCS at the Canadian parliamentary session.

**New Business**

**Inside the Legislative Process**

Laura Clemens recommended that compiling the publication, *Inside the Legislative Process*, would be more efficient if the committee working on it were a two-year committee. She suggested that the first year the committee would work on drafting the survey and sending it out to the principals. The second year would be used to compile results, edit and publish.

Susan Schaar provided background on this particular committee. The publication used to be produced every two years. The committee decided to reduce the size of the survey and compile the results in a three-ring binder that would be easier to update in a timely manner. Susan further added that the impetus to publish in a timely fashion should be placed on NCSL. Discussion continued regarding how the committee cannot complete its task without compiled information.

Pat Saville moved to amend the Standing Orders to make the Committee on Inside the Legislative Process a two-year committee. Mike Linn seconded. Motion carried by unanimous consent on voice vote.

**International Directory**

Carmela Bills, Chair of the International Committee, presented the executive committee with copies of the new international directory. President Harry, Carmela and an NCSL representative will be attending the ANOMAC meeting in Mexico in July.

**Professional Journal**

Tara Perkinson, Editor of the Professional Journal, announced that she had a request from Texas to reprint an article from the Winter 2000 edition. Issues discussed were the link through our web site, past precedence in this type of situation, copyrights, and authority of the society.

Frank Caggiano moved that the Editor of the Professional Journal be authorized to make the decision. Karl Lilly seconded. Motion carried by unanimous consent on voice vote.
Faculty for Annual Professional Development Seminar

Pat Saville presented the question of raising the amount that is budgeted for faculty during the ASLCS Annual Professional Development Seminars. She suggested that money for this purpose could be provided by the shared profits account. Denise Weeks moved that $3,000 be set aside from the dues account for faculty. Diane Bell seconded. The motion carried by unanimous consent on voice vote.

Roster

Donna Doyle proposed that the society put the roster on a compact disc. She added that this would not eliminate the need for hard copies, but would reduce the number printed. She will bring the CD to Chicago and also suggested that we may want to put the roster on our webpage. There was some discussion that there may be some objection to personal information such as photos, e-mail addresses, home addresses and phone numbers being posted on the internet. Further discussion related to putting the roster on the internet will continue in Chicago.

Committee Membership

Frank Caggiano moved that only dues paying members be listed on committees. Gwen Bailey seconded the motion. The motion carried by unanimous consent on voice vote.

2000 Annual Meeting Budget

Sally Kittredge reviewed the proposed budget for the 2000 Annual Professional Development Seminar in Wilmington, North Carolina. There was discussion regarding how to anticipate attendance at the various meal functions. A suggested solution was a signup sheet at registration.

Sally further explained that the meeting brochure would be sent through regular mail, but that registration will be handled through the ALSCS webpage. Packets will be available to international guests and those not able to access the webpage. Susan Schaar questioned the number of NCSL representatives needed to staff the ASLCS Annual Meeting. Sally responded with detailed job descriptions and also included that the number of staff is determined by the number of attendees.

At the suggestion of President Harry, Denise Weeks moved that an invitation, with complimentary registration and room, to the ASLCS annual meeting be extended to Russell Grove from Australia. Ann Cornwell seconded. Motion carried by unanimous consent on voice vote.

Ann Cornwell moved that the proposed budget for the 2000 Annual Professional Development Seminar be adopted with the additional money for the Australian invitation and the Millennium Committee’s recommendation. Karl Lilly seconded. Motion carried by unanimous consent on voice vote.

LSMI Scholarships

$5,000 will be set aside from the Shared Profits Account for LSMI scholarships as approved by implied consent.

Sally Kittredge requested approval to purchase 500 sheets of ASLCS stationery for an approximate cost of $100. Ann Cornwell moved that approval be given. Judy Hall seconded. Motion carried by unanimous consent on voice vote.
The Legislative Administrator

Membership

The committee was informed that the Deputy Clerk of the Judiciary Committee for the United States Senate has inquired about membership in ASLCS. There was discussion regarding the fact that anyone can attend the meetings, so there is no need for membership. Frank Caggiano recommended that the Deputy Clerk be informed that anyone could attend ASLCS meetings, but ASLCS Bylaws permit only clerks and secretaries of states and territories to be members.

Joe Mayo Fund

President Harry announced that a fund to help Joe Mayo and his family with extraordinary medical expenses has been created in Joe’s home state of Maine. There will be a letter distributed to all principals with details.

Length of Seminar

The consensus of the committee was to delay any action until after the meeting in North Carolina.

Model Employment Policy

Denise Weeks inquired about the status of this subject. Further action regarding the model employment policy was delayed until further notice.

Membership Database

Judy Hall proposed that the Filemaker Pro membership database (currently being used) be phased out in favor of one in Microsoft Access. The newer program would be easier to use and more cost-efficient since most states are more likely to already have Access installed in their systems. The elimination of membership cards was discussed. Judy will report back in Chicago on options for this proposal.

Judy also proposed that a committee database be developed for tracking committee appointments through the ASLCS webpage. Sally Kittredge offered to proceed with development of a prototype and would report back to the committee in Chicago this summer.

Adjournment

Jeff Finch moved that the Executive Committee be adjourned. Karl Lilly seconded. Motion carried by unanimous consent on voice vote.

Submitted by,
Judy Hall (OR)
Secretary-Treasurer
### ASLCS Treasurer’s Report
**March 19, 2000**

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Beginning Balance (January 3, 2000 - transferred from Kansas)</strong></td>
<td><strong>$10,017.65</strong></td>
</tr>
<tr>
<td>(Less KS bank fedwire charge of $15.00)</td>
<td></td>
</tr>
<tr>
<td><strong>Receipts:</strong></td>
<td></td>
</tr>
<tr>
<td>Membership dues received as of March 10, 2000</td>
<td></td>
</tr>
<tr>
<td>Principals</td>
<td>6,700.00</td>
</tr>
<tr>
<td>Associates</td>
<td>8,550.00</td>
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<tr>
<td><strong>Subtotal</strong></td>
<td><strong>15,250.00</strong></td>
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<tr>
<td><strong>Other receipts:</strong></td>
<td></td>
</tr>
<tr>
<td>Michigan House (dues overpayment - NLSSA dues paid by mistake)</td>
<td>50.00</td>
</tr>
<tr>
<td>Puerto Rico Senate (dues overpayment)</td>
<td>50.00</td>
</tr>
<tr>
<td>Louisiana Senate (dues overpayment)</td>
<td>100.00</td>
</tr>
<tr>
<td><strong>Subtotal</strong></td>
<td><strong>200.00</strong></td>
</tr>
<tr>
<td><strong>Total Receipts:</strong></td>
<td><strong>$15,450.00</strong></td>
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<tr>
<td><strong>Disbursements:</strong></td>
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<tr>
<td>Key Bank</td>
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<tr>
<td>(Fedwire Service Charge)</td>
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<tr>
<td>(Printing Charges)</td>
<td>14.70</td>
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<tr>
<td>(FDIC &amp; Service Charges)</td>
<td>20.19</td>
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<tr>
<td>Dixie Sporting Goods</td>
<td>388.72</td>
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<tr>
<td>(Logo T-Shirts)</td>
<td></td>
</tr>
<tr>
<td>NLSSA (dues payment for Dick Jenema, Michigan House)</td>
<td>50.00</td>
</tr>
<tr>
<td>Puerto Rico (dues overpayment)</td>
<td>50.00</td>
</tr>
<tr>
<td>Louisiana Senate (dues overpayment)</td>
<td>100.00</td>
</tr>
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<td><strong>Less Total Disbursements</strong></td>
<td><strong>($638.61)</strong></td>
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<td><strong>Ending Balance General Account</strong></td>
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<td>Special Meetings Fund</td>
<td>36,272.90</td>
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<tr>
<td>Shared Profits Account Fund</td>
<td>13,535.00</td>
</tr>
</tbody>
</table>

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**The Legislative Administrator**

**Committee Minutes**
MINUTES OF THE
STANDING COMMITTEES
BYLAWS COMMITTEE

C.J. Beaty, FL
Faye W. Blanton, FL
Edward Burdick, MN
Frank Caggiano, SC
John Garrett, VA
Judy Hall, OR
Sven Lindquist, MN
Mary Jo Mongelli, NV
Norman Moore, AZ
Billie Jean Murray, WV
Patrick O'Donnell, NE
Pat Saville, KS
Jan Thomas, NV

Larry Warden, OK
Chair

Susan Clarke Schaar, VA
Vice Chair

Marilyn Eddins, CO
Associate Vice Chair
The Bylaws Committee met Friday, March 17th, at the La Fonda Hotel on the Plaza in Santa Fe, New Mexico.

Present were Susan Schaar, J. R. Rodrigue, Pat Saville, Judy Hall, Frank Caggiano and Faye Blanton.

Susan Schaar advised that Larry Warden was unable to attend due to legislative business. One of the items under discussion on the standing orders was changing the order of representation on the Legislative Staff Coordinating Committee. Currently the President and Immediate Past President represent the Society on LSCC. A suggestion had been made last year to change this to the President and incoming President. President Harry had advised that he did not feel the change was necessary at this time.

Faye Blanton was thanked for publishing the pocket guide version of the bylaws. Frank and Faye both offered to put the bylaws and standing orders on CD if the Executive Committee decided to pursue this option.

Frank made the suggestion to delete item (g) under the Guidelines for Videotaping ASLCS Meetings (Appendix C1) to the Standing Orders. The motion was seconded by Susan Schaar. In the discussion it was noted that if we pay someone to tape, then the tapes belong to us, and we should be covering the costs. The motion carried unanimously. This was not taken up at the Executive Committee and should be brought forward in Chicago.

There being no further business the committee adjourned.

Respectfully submitted,
Susan Clarke Schaar (VA)
INSIDE THE LEGISLATIVE PROCESS COMMITTEE

Laura Clemens, OH
Chair

Pat Mau-Shimizu, HI
Vice Chair

Connie Peltier, MN
Associate Vice Chair

Georgette Aberle, CO
Jane Atkinson, VA
Patty Dicks, CO
Patrice Dworak, MN
Molly Durham, IL
Joan Eilers, IL
Harle Glover, NV
Gregory Gray, WV
Patrick Harris, AL
Bo Hoover, WV
Ann Howard, VA
Dee Kirk, NJ
Cheryl Laube, AZ
Al Mathiowetz, MN
Joe Mayo, ME
Carol Newton, MO
Tara Perkinson, VA
Nancy Reynolds, WV
Hallie Rice, LA
Celia Richie, LA
Sheila Ryan, IL
Matthew Schuler, OH
Alice Shafer, WV
Dawn Smith, VA
Lee Smith, IN
Jacqueline Sneddon, NV
Ann-Marie Sweeney, PA
Kirsten Waid, AK
Susan Williams, VA
INSIDE THE LEGISLATIVE PROCESS COMMITTEE

March 18, 2000 - Santa Fe, New Mexico

The Inside the Legislative Process Committee met Saturday morning, March 18, 2000 in Santa Fe, New Mexico.

Members present: Laura Clemens, OH, (Chair); Tara Perkinson, VA; Scott Maddrea, VA; and Brenda Erickson, NCSL.

The committee reviewed the first draft of the survey to be sent later this spring. The topics selected to be surveyed were: Legislative Organization, Germaness Requirements; Reconsideration Processes; Journal Production; and Archiving Legislative Documents.

Several suggestions and changes were made to the draft. A second draft will be compiled and sent to members for their review. The survey will then be mailed to Chief Clerks and Secretaries once their session is completed, but no later than June.

Respectfully submitted,

Laura Clemens (OH), Chair
Inside the Legislative Process
MEMBERSHIP AND COMMUNICATION COMMITTEE

Carmela Bills, VA
Elena Castaldi, TX
Lori Corley, WV
Ann Cornwell, AR
Cathy Ferguson, OR
Ramona Fitzgerald, NC
Linda Hanson, WI
Sandra Harris, VA
Virginia Harvey, VA
JoAnn Hedrick, DE
Pete Isaacs, MN
Ruby Johnson, LA
Karl Lilly, WV
Norma Lowe, AZ
Suzan McClelland, AL
Lisa McKenney, ME
Francine Misasi, NY
Sally Moody, OR
Jeanette Moore, VA
Joy O'Brien, ME
Janet Pruitt, NC
Rose Ramsey, VA
Eleanor Ringel, WV
Gail Romanowski, MN
Henry Shepherd, AL
Bob Sherrill, VA
Terry Spieler, MO
Shirley Wallace, NC

Bruce Jamerson, VA
Chair

Karen Wadsworth, NH
Vice Chair

Carmen Cauthen, NC
Associate Vice Chair
MEMBERSHIP AND COMMUNICATION COMMITTEE

March 18, 2000 - Santa Fe, New Mexico

The meeting of the committee was called to order by the Chair, Bruce Jamerson, VA.

Members present: Carmen Cauthen, Associate Vice Chair, NC; Karl Lilly, WV; Janet Pruitt, NC; JoAnn Hedrick, DE; Carmela Bills, VA; Ann Clark, CT; and Ann Cornwell, AR.

Regional Breakdowns

The Chair passed out a sample of Region 2 of the regional state breakdown and it was widely discussed. There will be 6 regions this year for the Society, instead of 7. New members will be added, as they join, to their respective region. In order for this list to be all inclusive, it will not be sent out until May 1, as the last date for dues to be paid for this year is April 15. When the Chair receives the names of all dues paying members from Secretary-Treasurer Judy Hall, they will be added to the list.

We will use this list to make sure that all Society information gets to all members of the Society.

Each member of the committee will get one copy of their region only. Jim Harry, ASLCS President; Sally Kittredge, NCSL Liaison; and the ASLCS archives will get a copy of each region.

New Member/New Attendee Orientation

Ideas abounded for the birthday party theme of the orientation session to be held Sunday, September 10 from 9:30-11:30 A.M. As is traditional, orientation will be followed by a "dutch treat" lunch with buddies and sponsors.

As sponsors enter the room for the orientation session, they will get a balloon to tie to their "buddies" chair. Sponsors will be asked to bring a gift (no more than $5 in value) to give to their buddy at the party. In keeping with the birthday theme (i.e., a 6-8 year old birthday party), party favors will include whistle blowers, balloons, party hats, etc. We will play "pin the Capitol on the State", give away prizes and sing Happy Birthday, while each buddy blows out the candle on his or her cupcake. (All sponsors will be asked to bring with them their favorite memories of such birthday parties that they attended as a child).

Reception

It was decided to host a casual reception for buddies and sponsors, along with members of the Executive Committee and members of the Membership and Communications Committee, Saturday evening (September 9), from 6-7 p.m. This would give buddies and sponsors additional time to get to know one another before the official opening of the meeting and allow them to make plans for meeting for orientation and lunch on Sunday.

On Wednesday afternoon (September 13), from 3:15-4:00 p.m., there will be a New Member/Attendee wrap up. Members of the committee will not be present, as this was a request from last year's group for a final discussion of the week, etc.

Other Items

When sponsors contact a new member/attendee, they need to find out the birthday of their buddy and let the Chair know for further planning purposes. Sponsors will also be asked to let the new member/attendee know that they are eligible to attend all events of the Professional Development Seminar (i.e. business luncheon).

Having no other business to come before the committee, a motion was made and seconded that the meeting adjourn. Motion agreed to.

Respectfully submitted,
Carmen Cauthen (NC)
Associate Vice Chair
TECHNOLOGY AND INNOVATION COMMITTEE

Patricia Adam, SD
Nancy Alliegro, TX
Stephen Arias, NM
Diane Arrington, TX
David Avant, AL
Gwen Bailey, VA
Mick Bailey, WV
Judy Barrows, ME
Diane Bell, FL
George Bishop, VA
Carolyn Brown, MN
Hogan Brown, SC
Penny Cabaniss, VA
Ann Cornwell, AR
Mark Corrigan, PA
Larry Cottingham, OK
Judi DelFranco, ME
Donna Doyle, WI
Marguerite Duda, WV
Burney Durham, TN
Londi Enser, AK
Debra Fastner, MN
Barbara Ferguson, KY
Jeffery Finch, VA
Walter Fisher, TX
Patrick Flahaven, MN
Betty Kay Francis, TN
Karen Gerdes, SD
Jane Gill, NV
Robert Haney, TX
Vita Hardy, CT
Linda Hawker, IL
Mary Lou Holsapple, IL
Linda Hopkins, TX
Liz Isaacson, IA
Janet Jones, KS
Tim Kehoe, CT
Ramona Kenady, OR
Greg Kenworth, IL
Joe Koval, WV
Dave Larson, KS
Mike Linn, MN
Suzi Lowell, AK
Tim Madel, VA
Scott Magnuson, MN
Janet Muller, OK
Rick Nicholson, TN
Carole Peterson, UT
Lora Phillips, WV
Lois Pulliam, KY
Pat Rodgers, TX
Anthony Rossi, IL
Gail G. Schenck, VA
Don Schneider, WI
Jacqueline Shettle, CT
Patsy Spaw, TX
Brian Taylor, VA
Sandy Tenney, UT
Carolyn Tinkle, IN
Linda Tubbs, TX
Heidi Vogel, AK
Joel Warnick, WI
Denise Weeks, NC
Mary Beth Weil, VA
The meeting of the Technology and Innovation Committee was called to order by the chair, Sharon Carter, on Saturday, March 18, 2000, in Santa Fe, New Mexico. The following members were present: Dave Avant, AL; Dowe Littleton, AL; Ann Cornell, AR; Diane Bell, FL; Joan Daley, IL; Mary Lou Holsapple, IL; Linda Hawker, IL; Tony Rossi, IL; Sheila Ryan, IL; Judy Barrows, ME; Mike Linn, MN; Stephen Arias, NM; Denise Weeks, NC; Hogan Brown, SC; Burney T. Durham, TN; Brian Taylor, VA; Jeff Finch, VA; Gwen Bailey, VA; George Bishop, VA; Donna Doyle; WI.

The minutes of the meeting held during the Fall Professional Development Seminar in Coeur d'Alene were approved. The committee briefly discussed the new ASLCS web site that has been implemented using NCSL's web design and the web site publication standards that were approved by the Executive Committee at the Fall Professional Development Seminar. An inquiry was made regarding the purpose of the third column on the ASLCS home page that provides the ability to search on topics. It was noted that this is part of the standard NCSL web page design. The chair announced that some fine-tuning of the web site may be necessary and asked committee members to submit any comments or suggestions.

The committee discussed possible topics for the 2000 Fall Professional Development Seminar. It was suggested that the "Blending Technology and Tradition" portion of the opening plenary session contain a segment to address how increased access to legislative information by the public (through gavel-to-gavel coverage or the Internet) has impacted the legislative process and our individual duties and responsibilities. It was also suggested that a concurrent session on technology have an open meetings and records topic. The committee agreed to forward these suggestions to the Program Development Committee.

In discussing possible articles for the next issue of the Legislative Administrator, the chair suggested that the committee conduct a survey to update society members on chamber automation and recent technology projects in the various chambers. It was agreed that the survey would be conducted and the results would be compiled and forwarded to Faye Blanton for publication in the next issue of the Administrator.

The committee discussed the issue of access to the ASLCS web site by former society members and our international colleagues. The committee agreed to recommend to the Executive Committee that the password protection on the web site be removed, except for the archived LISTSERV responses. In addition, it was noted that the rules section and rules and procedures databases would have to remain password protected because they are maintained by NCSL, and ASLCS therefore does not have the authority to authorize removal of the password protection.

The committee approved a proposal to recommend to the executive committee that the committee's description be modified to formalize the role that the committee plays in the development and maintenance of the ASLCS web site.

As a result of the recommendation to make the ASLCS web site available to the public, the chair suggested that a formal proposal for organization of the information on the web site and any necessary modifications to the publication standards be submitted to the Executive Committee by the time the NCSL annual meeting is held in Chicago. Committee members were asked to submit any comments or suggestions regarding the web site to the chair in the upcoming weeks.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Sharon Carter (TX), Chair
INTERNATIONAL COMMUNICATION AND DEVELOPMENT COMMITTEE

Georgette Aberle, CO
Stephen Arias, NM
Jane Atkinson, VA
Sharon Carter, TX
Ann Cornwell, AR
Walter Fisher, TX
Patrick Flahaven, MN
Gregory Gray, WV
Robert Haney, TX
Vita Hardy, CT
Sandra Harris, VA
JoAnn Hedrick, DE
Liz Isaacson, IA
Tim Kehoe, CT
Dee Kirk, NJ
Sven Lindquist, MN
Steve Marshall, VT
Joe Mayo, ME
Carole Peterson, UT
Pat Saville, KS
Susan Clarke Schaar, VA
Don Schneider, WI
Bob Sherrill, VA
Lee Smith, IN
Ann-Marie Sweeney, PA
Carolyn Tinkle, IN
Denise Weeks, NC

Carmela Bills, VA
Chair

Patty Dicks, CO
Vice Chair

Dowe Littleton, AL
Associate Vice Chair
The International Communication and Development Committee was called to order by the Chair, Carmela Bills, on Saturday, March 18, 2000, in Santa Fe, New Mexico. The following members were present:

- Bills, Carmela (VA), Chair
- Littleton, Dowe (AL), Associate Vice Chair
- Arias, Stephen (NM)
- Cornwell, Ann (AR)
- Hedrick, JoAnn (DE)
- Saville, Pat (KS)
- Schaar, Susan Clarke (VA)
- Weeks, Denise (NC)

The minutes of the last meeting held October 26, 1999, in Coeur d'Alene, Idaho were adopted.

Copies of the updated 1999-2000 International Directory were distributed to the members present. The committee reviewed and approved the 1999-2000 International Directory. Sally Kittredge will be mailing copies to all the Principals of ASLCS and to each Principal Member of each Association listed in the directory. Copies will also be sent to members of ASLCS International Communication and Development Committee and ASLCS Canadian American Relations Committee. Sally will also be posting the updated directory on the ASLCS web site. The printing of the directory was done in Connecticut and the committee wants to commend Vita Hardy (CT) for a job well done.

The committee also reviewed and approved the English/Spanish/French “cheat sheet”.

Denise Weeks (NC) recommended and the committee agreed that the “cheat sheet” be included in the registration packets at the ASLCS Fall Seminar which will be held in Wilmington, North Carolina on September 9-14, 2000.

The Chair informed the committee that the ANOMAC Conference in Guadalajara, Mexico, will be held on July 20-23, 2000. President Jim Harry, (IL), Carmela Bills, (VA), Chairman of the International Communication and Development Committee and Sally Kittredge, Staff Assistant, will be attending the conference. Bilingual presentations will be given by the ASLCS attendees. Invitations to the ASLCS Fall Seminar will be extended to ANOMAC at this time. Sally suggested that an invitation to our Fall Seminar also be extended to the Australian Clerks.

Denise Weeks (NC) provided an update on the status of the video about ASLCS that is in production. NCSL staff and Dan Shellenbarger, from the Ohio House who will be working on the video, will be at the NCSL meeting in Chicago gathering footage for the video. Denise anticipates the video could be ready for our ASLCS Fall Seminar in Wilmington, North Carolina.

As there was no further business, the meeting was adjourned.

Respectfully submitted,
Carmela C. Bills (VA), Chairman
International Communication and Development Committee
LEGISLATIVE ADMINISTRATOR COMMITTEE

Gwen Bailey, VA
George Bishop, VA
Edward Burdick, MN
Carmen Cauthen, NC
Laura Clemens, OH
Lori Corley, WV
Marguerite Duda, WV
Marilyn Eddins, CO
Barbara Ferguson, KY
Judy Hall, OR
Ann Howard, VA
Ruby Johnson, LA
Annette Moore, UT
Pat O'Donnell, NE
Eleanor Ringel, WV
Matthew Schuler, OH
Alice Shafer, WV
Terry Spieler, MO
Heidi Vogel, AK

Faye W. Blanton, FL
Chair

C.J. Beatty, FL
Vice Chair

Diane Bell, FL
Associate Vice Chair
The Legislative Administrator Committee

March 18, 2000 - Santa Fe, New Mexico

The Legislative Administrator Committee was called to order by Faye W. Blanton, Chair, on March 18, 2000 at the La Fonda Hotel on the Plaza, Santa Fe, NM.

In attendance: Faye Blanton, Chair, FL; Diane Bell, Associate Vice Chair, FL; Gwen Bailey, VA; Carmen Cauthen, NC; Laura Clemens, OH; George Bishop, VA; Scott Maddrea, VA.

The meeting began with Chair Blanton distributing an outline and reviewing with the committee the articles of interest that are published in The Legislative Administrator. She asked the committee to assist her in getting articles from principals and others in the Society.

Chair Blanton mentioned the visit to the Florida Legislature March 13-15 from the NCSL liaison to Florida, Brenda Erickson and Paul Mannweiler, President of NCSL and Carl Tubbesing, Deputy Executive Director and Director of State-Federal Relations from the Washington, DC office. She asked for a list from NCSL of the names of liaisons to all the states and territories to publish in The Legislative Administrator.

In addition to this information, Chair Blanton will send out an e-mail again requesting feature articles from Society members. Several possibilities were discussed by the committee, including an article on the “evolution of change” in state legislatures, the ASLCS Millennium Committee, etc.

Chair Blanton advised the committee that the next publication would most likely be in mid-June because the Florida Legislature will be in session until May 5.

Chair Blanton thanked Sheila Ryan, Illinois Senate, for taking snapshots of the Santa Fe committee meetings and social events for inclusion in the next publication of The Legislative Administrator.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Diane Bell (FL)
SITE SELECTION COMMITTEE

David Avant, AL
Mick Bailey, WV
Brad Bolin, IL
Mark Corrigan, PA
Larry Cottingham, OK
Judí DelFranco, ME
Patrice Dworak, MN
Betty Kay Francis, TN
Jane Gill, NV
Patrick Harris, AL
Bo Hoover, WV
Pete Isaacs, MN
Bruce Jamerson, VA
Janet Jones, KS
Ramona Kenady, OR
Joe Koval, WV
David Larson, KS
Karl Lilly, WV
Mike Linn, MN
Suzi Lowell, AK
Francine Misasi, NY
Jeanette Moore, VA
Norman Moore, AZ
Janet Muller, OK
Carol Newton, MO
Joy O’Brien, ME
Lora Phillips, WV
Lois Pulliam, KY
Nancy Reynolds, WV
Anthony Rossi, IL
Gail G. Schenck, VA
Henry Shepherd, AL
Dawn Smith, VA
Jacqueline Sneddon, NV
Sandy Tenney, UT
Karen Wadsworth, NH
Shirley Wallace, NC
Larry Warden, OK

Steve Arias, NM
Chair

Janet Pruitt, NC
Vice Chair

Hogan Brown, SC
Associate Vice Chair
The Site Selection Committee met on Saturday, March 18, 2000, in Santa Fe, New Mexico. The meeting was called to order by Janet Pruitt, NC, Vice Chair, who presided on behalf of the Chair, Steve Arias.

The following members were present:

Steve Arias, Chair, NM
Hogan Brown, Associate Vice Chair, SC
Dave Avant, AL
Judy Hall, OR
Jim Harry, IL
Bruce Jamerson, VA
Karl Lilly, WV
Mike Linn, MN
Tony Rossi, IL

Upon a motion by Bruce Jamerson, seconded by Dave Avant, the minutes from the October meeting in Coeur d’Alene, Idaho were approved as submitted.

The Vice Chair briefly discussed the upcoming Annual Professional Development Seminar which will be held September 9-14 in Wilmington, North Carolina and the 2001 meeting to be held in Bloomington, Minnesota. It is the responsibility of this Committee to recommend a site for the Annual Professional Development Seminar in 2002 and 2003.

On behalf of Oregon, Judy Hall presented a proposal to host the 2002 Annual Meeting in Portland, Oregon. She provided promotional material to the Committee for the cities of Portland and Salem. She also presented a video which was viewed by the Committee. Judy has been in contact with a hotel that is currently being renovated which has more than ample meeting space and should have a sufficient number of rooms to accommodate all or most attendees. While no specific date was discussed, the best time for a favorable room rate and maximum room availability appears to be mid-September. It was the consensus of the Committee that a recommendation for approving Oregon as the host will be forwarded to the Executive Committee conditioned upon the receipt of a letter of endorsement from the leadership of both chambers.

Although Norman Moore, AZ, was unable to attend this meeting, Jim Harry informed the Committee that he had spoken to him and that Arizona was still interested in hosting the 2003 Annual Meeting.

There being no further business, the meeting was adjourned.

Respectfully submitted by,
Hogan Brown (SC)
Associate Vice Chair
CANADIAN-AMERICAN RELATIONS COMMITTEE

Stephen Arias, NM
David Avant, AL
Carmela Bills, VA
Tony Cook, WA
Lori Corley, WV
Patrice Dworak, MN
Londi Ensor, AK
Gregory Gray, WV
Judy Hall, OR
Vita Hardy, CT
Patrick Harris, AL
Bo Hoover, WV
Ann Howard, VA
Pete Isaacs, MN
Liz Isaacson, IA
Joe Koval, WV
Sven Lindquist, MN
Suzi Lowell, AK
Lisa McKenney, ME
Joe Mayo, ME
Francine Misasi, NY
Joy O’Brien, ME
Carole Peterson, UT
Janet Pruitt, NC
Eleanor Ringel, WV
Susan Clarke Schaar, VA
Don Schneider, WI
Henry Shepherd, AL
Ann-Marie Sweeney, PA
Carolyn Tinkle, IN
Kirsten Waid, AK
Denise Weeks, NC

Norman Moore, AZ
Chair

JoAnn Hedrick, DE
Vice Chair

Steve Marshall, VT
Associate Vice Chair
The meeting was called to order at 2:10 p.m. by JoAnn Hedrick, Vice Chair, in the Coronado Room at the La Fonda Hotel on the Plaza. Those attending were the following:

Stephen Arias, NM
Dave Avant, AL
Carmela Bills, VA
Ann Cornwell, AR
Judy Hall, OR
JoAnn Hedrick, DE
Shari Hendrickson, West Group, MN
Sally Kittredge, NCSL, CO
Janet Pruitt, NC
Denise Weeks, NC

The Vice Chair entertained a motion to approve the minutes of the last meeting of the Committee which was held on October 26, 1999 in Coeur d'Alene, Idaho. Janet Pruitt moved and Judy Hall seconded a motion to approve the minutes. The motion was adopted without discussion.

The Vice Chair announced regrets from Norman Moore, Committee Chair, that he was unable to attend the meeting due to constraints placed on him by the ongoing Arizona House session. Mr. Moore also wanted to inform the Committee members that he had been asked by President Harry to represent the Society at a Parliamentary Training Seminar to be held in Ottawa in May. Mr. Moore has secured the necessary permission to travel and is very pleased to be able to represent all of us on his first trip to Canada.

The Vice Chair reported that Mr. Moore had offered the Committee's assistance to the Canadian Clerks in planning the Joint Meeting to be held in Ottawa in 2001. Exact dates and a theme for that meeting have not yet been established. Committee members in attendance were asked to think about ideas for panels as well as serving on a panel.

Before leaving the topic of the Joint Meeting, the Vice Chair reminded those in attendance that it will be ASLCS's turn to host in 2003. Steve Arias expressed an interest in hosting the meeting in New Mexico. He wondered about the number of attendees to be expected. It was the opinion of the Committee members in attendance that ± 50 is a good number with which to begin planning.

We then moved on to discuss the exchange program which was finalized several years ago. There has been very little participation to date. The Chair would like to encourage taking advantage of the opportunity. Denise Weeks reported on the positive experience she had during an exchange with Deborah Deller, Clerk Assistant for the Legislative Assembly of Ontario. It was suggested that an article be written for The Legislative Administrator to remind all members of ASLCS that the program is available and that the guidelines for an exchange also be submitted for publication in The Legislative Administrator.

With no further business to conduct, Judy Hall moved to adjourn. The motion was seconded by Ann Cornwell and adopted unanimously. Meeting adjourned at 3:00 p.m.

Respectfully submitted,
JoAnn M. Hedrick (DE)
Chief Clerk of the House
Vice Chair
PROGRAM DEVELOPMENT COMMITTEE

Linda Hawker, IL
Chair

Charlie Sanders, WI
Vice Chair

Al Mathiowetz, MN
Associate Vice Chair

Gwen Bailey, VA
Mick Bailey, WV
Judy Barrows, ME
Charmion Billington, AZ
George Bishop, VA
Faye Blanton, FL
Brad Bolin, IL
Bernard Brady, DE
Carolyn Brown, MN
Sharon Carter, TX
Ann Clark, CT
Ann Cornwell, AR
Mark Corrigan, PA
Judi DelFranco, ME
Burney Durham, TN
Joan Eilers, IL
Debra Fastner, MN
Cathy Ferguson, OR
Barbara Ferguson, KY
Jeffery Finch, VA
Walter Fisher, TX
Betty Kay Francis, TN
Harle Glover, NV
Robert Haney, TX
Virginia Harvey, VA
Mary Lou Holsapple, IL
Bruce Jamerson, VA
Ruby Johnson, LA
Tim Kehoe, CT

Ramona Kenady, OR
David Larson, KS
Cheryl Laube, AZ
C.J. Leong, HI
Suzan McClelland, AL
Mary Jo Mongelli, NV
Janet Muller, OK
Rick Nicholson, TN
Connie Peltier, MN
Lora Phillips, WV
Nancy Reynolds, WV
Pat Rodgers, TX
J.R. Rodrigue, CO
Gail Romanowski, MN
Anthony Rossi, IL
Pat Saville, KS
Gail G. Schenck, VA
Judith Schultz, WV
Bob Sherrill, VA
Lee Smith, IN
Dawn Smith, VA
Jacqueline Sneddon, NV
Brian Taylor, VA
Sandy Tenney, UT
Linda Tubbs, TX
Karen Wadsworth, NH
Shirley Wallace, NC
Larry Warden, OK
Bev Wessing, IL
The Spring meeting of the 1999-2000 Program Development Committee was called to order at 9:30 a.m. on March 18, 2000, in Santa Fe, New Mexico.

Present: Linda Hawker, IL, Chair; Gwen Bailey, VA; Judy Barrows, ME; Diane Bell, FL; Faye Blanton, FL; Hogan Brown, SC; Frank Caggiano, SC; Sharon Carter, TX; Ann Clark, CT; Ann Cornwell, AR; Burney Durham, TN; Jeff Finch, VA; Judy Hall, OR; Mary Lou Holsapple, IL; Bruce Jamerson, VA; Scott Maddrea, VA; Janet Pruitt, NC; J.R. Rodrigue, CO; Tony Rossi, IL; Sheila Ryan, IL; Pat Saville, KS; Brian Taylor, VA; Denise Weeks, NC.

Also in attendance were Jim Harry, IL, ASLCS President; Karl Lilly, WV, ASLCS Associate Vice-President; and Sally Kittredge, NCSL.

The Chair gave a brief overview of the program evaluation responses from Coeur d'Alene and the Committee discussed recommended changes in format, the primary objectives for attending, and the recommended topics to be covered in Wilmington. The Chair distributed a proposed program, with recommended plenary and concurrent sessions, to be used as a basis for discussion of the 2000 conference, with the theme “Honoring the Past, Working Toward the Future.”

The Committee made numerous suggestions on the specific topics to be covered in the opening plenary, “Legislatures of the Future” and made recommendations for additional participants. In addition to Dr. Harold Hodgkinson, who will be sharing demographic information, and a participant from NCSL’s Legislatures of the Future Task Force, a professor from the Humphrey Institute will be invited to discuss technology.

The Committee agreed to invite Peggy Kerns, Director of NCSL’s Center for Ethics in Government and Advocacy, to address in plenary session the various ethical dilemmas in the legislative workplace.

The third plenary session will be on the subject of wellness. Various suggestions were made on the selection of a speaker, with the decision to be made at a later date.

The Chair proposed the use of a media trainer to run concurrent with a full day’s activities. The trainer would work with several members at a time, using a video camera to allow a critique of substance and style. Most members indicated their scant media contact with other than print reporters, making the sessions somewhat less than essential.

The Committee gave a general agreement to approximately 12 concurrent sessions. Several of the topics had been alternative plenary sessions.

The Committee reconvened at 2:15 p.m. to give final approval to both the plenary and concurrent topics. The minutes of the meeting held at the Fall Development Seminar were approved at that time.

There being no further business, the meeting was adjourned.

Respectfully submitted,
Linda Hawker (IL), Chair
PROFESSIONAL JOURNAL COMMITTEE

George Bishop, VA
Edward Burdick, MN
Penny Cabaniss, VA
Carmen Cauthen, NC
Laura Clemens, OH
Marguerite Duda, WV
Molly Durham, IL
Marilyn Eddins, CO
Sandra Harris, VA
Janet Jones, KS
Hallie Rice, LA
Celia Richie, LA
Sheila Ryan, IL
Heido Vogel, AK
Mary Beth Weil, VA

Tara Perkinson, VA
Chair

Matthew Schuler, OH
Vice Chair

Larry Cottingham, OK
Associate Vice Chair
Members in attendance: Tara Perkinson, VA, Chair; George Bishop, VA; Carmen Cauthen, NC; Laura Clemens, OH; Scott Maddrea, VA; Sheila Ryan, IL; and Brenda Erickson, NCSL.

The Chair expressed thanks to Tony Rossi, Clerk of the Illinois House, for printing and distributing the Winter issue of the Journal.

The Chair informed the committee that several authors had committed to submit articles for the 2000 Summer issue.

Topics include:
1.) differences between the Canadian and American parliamentary systems;
2.) a history of ASLCS;
3.) the joint committee process in Ohio; and
4.) the RFP process.

The Committee discussed many ideas for future articles and developed a list of names to contact on these issues.

Respectfully submitted,
Tara H. Perkinson (VA), Chair
Professional Journal Committee

March 18, 2000 - Santa Fe, New Mexico

1.) differences between the Canadian and American parliamentary systems;
2.) a history of ASLCS;
3.) the joint committee process in Ohio; and
4.) the RFP process.

The Committee discussed many ideas for future articles and developed a list of names to contact on these issues.

Respectfully submitted,
Tara H. Perkinson (VA), Chair
Professional Journal Committee
Roster Committee

Jane Atkinson, VA
C.J. Beaty, FL
Diane Bell, FL
Elena Castaldi, TX
Patty Dicks, CO
Jane Gill, NV
Karl Lilly, WV
Mike Linn, MN
Norma Lowe, AZ
Sally Moody, OR
Jeanette Moore, VA
Carol Newton, MO
Patrick O’Donnell, NE
Lois Pulliam, KY
Rose Ramsey, VA
Alice Shafer, WV
Jacqueline Shettle, CT
Terry Spieler, MO

Donna Doyle, WI
Chair

Linda Hanson, WI
Vice Chair

Moni Rohr, WI
Vice Chair
The Roster Committee meeting was called to order by Donna Doyle.

Present: Donna Doyle, Wisconsin; Diane Bell, Florida; Mike Linn, Minnesota; Karl Lilly, West Virginia.

The Chair reported that the schedule is currently being met to have the Roster printed by June 1. Several states have not responded to the first two inquiries; they will be contacted by phone/fax in the near future.

The Executive Committee has made it very clear that pursuant to the current standing orders, the Roster is to publish information on dues paying members only.

Suggestions by committee members for additions to the Roster, were not considered for this edition. The Publication Standards Committee completed its recommendations and it was not feasible to consider further changes at this time. Many of these changes could be suggested to the Technology Committee for inclusion on the ASLCS web page. This will be discussed at a later meeting.

A CD Rom of the Roster will be prepared to present to the Executive Committee at the Chicago NCSL meeting.

There being no further business, the committee adjourned.

Respectfully submitted,
Donna Doyle (WI)
SUPPORT STAFF COMMITTEE

Carolyn Brown, MN  Penny Cabaniss, VA  Elena Castaldi, TX  Ann Clark, CT  Donna Doyle, WI  Burney Durham, TN  Molly Durham, IL  Joan Eilers, IL  Debra Fastner, MN  Cathy Ferguson, OR  Jeffery Finch, VA  Ramona Fitzgerald, NC  Harle Glover, NV  Linda Hanson, WI  Virginia Harvey, VA  Linda Hawker, IL  Greg Kenworth, IL  Cheryl Laube, AZ  Norma Lowe, AZ  Suzan McClelland, AL  Lisa McKenney, ME  Scott Magnuson, MN  Al Mathiowetz, MN  Mary Jo Mongelli, NV  Sally Moody, OR  Rick Nicholson, TN  Connie Peltier, MN  Tara Perkinson, VA  Rose Ramsey, VA  Hallie Rice, LA  Celia Richie, LA  Gail Romanowski, MN  Sheila Ryan, IL  Judith Schultz, WV  Jacqueline Shettle, CT  Kirsten Waid, AK  Joel Warnick, WI  Mary Beth Weil, VA  Bev Wessing, IL  Susan Williams, VA
The meeting of the Support Staff Committee was called to order by Chairman, Ann M. Clark on Saturday, March 18, 2000 at 1:00 p.m. in Santa Fe, New Mexico.

Present: Ann M. Clark, CT, Chairman; Judy Barrows, ME, Vice Chair; Mary Lou Holsapple, IL, Associate Vice Chair; Mary Jane Daley, IL; Donna Doyle, WI; Burney T. Durham, TN; Jeff Finch, VA; Linda Hawker, IL; Tara Perkinson, VA; Sheila Ryan, IL; Brian Taylor, VA

Also in attendance were: Jim Harry, IL, President, ASLCS, Karl Lilly, WV, Associate Vice President, ASLCS, and Sally Kittredge, NCSL.

The minutes of the October 26, 1999, meeting held in Coeur d’Alene, Idaho, were approved and accepted for file.

The Committee continued discussion on topics for consideration at the next Professional Development Seminar of the ASLCS. Linda Hawker, IL, Chair of the Program Development Committee provided the Committee with an update of the seminar schedule and session descriptions. As it was outlined, three Plenary Sessions are being planned for the Fall Seminar. The current plan is to convene twelve (12) concurrent sessions. There was also a decision reached that only one breakout session is planned for the Fall Meeting.

Many of the topics offered by the Support Staff Committee Members at the meeting in Coeur d’Alene, Idaho have been well incorporated into the program outline by the Program Development Committee. There was strong Committee support for the seminar schedule and session descriptions as outlined by Ms. Hawker. It was evident from the session descriptions that Ms. Hawker and her committee took seriously the ideas and recommendations solicited from the Support Staff Committee. Ms. Hawker’s efforts were applauded.

Jeff Finch, VA, updated Committee members on plans for the suggested Support Staff Committee project for our Fall Professional Development Seminar in Wilmington, North Carolina. Mr. Finch encouraged committee members to contribute items from their respective states for the display that would portray a visual image of the Seminar theme - “Honoring the Past, Working Toward the Future.” It was agreed that Mr. Finch would coordinate a mailing effort with Sally Kittredge to solicit items for the display from Principals and Associates throughout the country.

There was a brief discussion of the Staff Position Descriptions on the ASLCS web page. States that are not yet represented in the database were encouraged to forward the data to Sally Kittredge. The database will be updated on an ongoing basis.

There being no further business, the meeting was adjourned.

Respectfully Submitted,
Ann M. Clark (CT), Chairman
MINUTES OF THE
SPECIAL COMMITTEE
The Legislative Administrator

MILLENNIUM COMMITTEE

Dave Avant, AL
Diane Bell, FL
Hogan Brown, SC
Pat Flahaven, MN
Linda Hawker, IL
Betty King, TX
Karl Lilly, WV
Millie MacFarland, ME
Joe Mayo, ME
Joy O’Brien, ME
Pat O’Donnell, NE
Janet Pruitt, NC
Denise Weeks, NC
The meeting was called to order at the approximate time of its scheduled convening and the following members were recorded present:

Jim Harry, IL, ASLCS President
David Avant, AL
Dianne Bell, FL
Hogan Brown, SC
Frank Caggiano, SC
Linda Hawker, IL
Karl Lilly, WV, ASLCS Associate Vice President
Joe Mayo, ME (by telephone)
Millie McFarland, ME
Pat O’Donnell, NE
Janet Pruitt, NC
Denise Weeks, NC
and other members of the Society in attendance at the Santa Fe meeting.

President Harry led the discussion regarding the creation of and purpose for the Committee; it being the intent to include the former presidents and associate vice presidents of the Society in the events and programs of the 2000 meeting of the Society in Wilmington, NC. Discussion revolved around the efforts of the Society to accomplish this purpose and whether or not it would be advisable to expand the target group to include former members of the Executive Committee.

The Committee voted to recommend to the Executive Committee that the Executive Committee authorize the payment of the registration fee and the basic lodging costs for any former president or associate vice president who answered an invitation to participate in the Wilmington program and meeting. The recommendation was limited to the referenced former officers until it could be ascertained what the response was and whether or not it would be possible to invite and provide some level of scholarship to former Executive Committee members.

Linda Hawker, Program Committee Chair, offered a number of suggestions as to how and in what areas the former officers could be involved in the Wilmington program. Discussion ensued with a number of other recommendations and suggestions being catalogued for use by the Program Committee’s final agenda.

Subject to approval of its recommendation by the Executive Committee, the Committee resolved that the former presidents and associate vice presidents be contacted, offered the scholarship and encouraged to attend and participate in the Wilmington Conference.

Having completed, for the time being, its charge from President Harry, the meeting of the Committee was adjourned to meet at the call of the Chair.

Respectfully submitted,
Frank Caggiano (SC)
Logo Items Order Form and Price List

All Prices Include Shipping

Ash Gray Sweatshirt with ASLCS Logo
Embroidered on the Left Chest

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White Brushed Twill Adjustable Golf Cap
With Embroidered ASLCS Logo

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Cobalt Blue Coffee Mug With
Gold ASLCS Logo

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Men’s and Women’s Eagle Series
Watches With Black Wristband and
ASLCS Logo On Face

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Order Total  (Check Should Be Payable to ASLCS) __________

Ship to:
Name _________________________________________________

Address ________________________________________________

City ________________________ State ________ Zip Code ___________

Send Orders to: Sally Kittredge, NCSL, 1560 Broadway, Suite 700, Denver, CO 80202
Telephone Number (303) 830-2200 ext. 139   Fax Number (303) 863-8003
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**NCSL Annual Meeting Schedule**

**Chicago, IL**

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CHANGE OF ADDRESS FORM

PLEASE CHANGE MY MAILING ADDRESS FOR THE LEGISLATIVE ADMINISTRATOR AS FOLLOWS:

Name: ____________________________
Title: ____________________________
Address: ____________________________

Complete and mail to:
Faye W. Blanton
ASLCS Chair of Legislative Administrator Committee
Secretary of the Florida Senate
Suite 405, The Capitol
404 South Monroe Street
Tallahassee FL, 32399-1100

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The Legislative Administrator is the official newsletter of the American Society of Legislative Clerks and Secretaries, an organization of the state legislative administrators and parliamentarians affiliated with the National Conference of State Legislatures.

Faye W. Blanton, Editor
Secretary of the Senate
The Florida Senate
C.J. Beaty, Vice Chair
First Assistant Clerk
Florida House of Representatives
Diane Bell, Associate Vice Chair
Second Assistant Clerk
Florida House of Representatives

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Wilmington, NC Riverfront: Courtesy of the Cape Fear Coast Convention & Visitors Bureau / Curtis Krueger, Photographer
Chicago Navy Pier Ballroom: Courtesy of the Chicago Convention & Visitors Bureau / Ron Schramm Photography
2000-2001
CALENDAR OF EVENTS

American Society of Legislative Clerks and Secretaries

2000

Summer
NCSL Annual Meeting
Chicago, Illinois
July 16-20

Fall
ASLCS Professional Development Seminar
Wilmington Hilton
Wilmington, North Carolina
September 9-14

2001

Summer
NCSL Annual Meeting
San Antonio, Texas
August 11-16

Fall
ASLCS Professional Development Seminar
Minneapolis Airport Marriott
Bloomington, Minnesota
September 14-19

For more information on the American Society of Legislative Clerks and Secretaries, visit our website:

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June 2000

The Official Newsletter of the American Society of Legislative Clerks and Secretaries