

AMERICAN SOCIETY
OF
LEGISLATIVE CLERKS
AND
SECRETARIES

**THE LEGISLATIVE
ADMINISTRATOR**



SPRING EDITION

MONTGOMERY/
LAS VEGAS

★ President's Message

Hi Everyone,

It's hard to believe that it's already May! Most of you are out of session and are just about finished. This is supposed to be Oregon's interim, but instead we've had two special sessions and are expecting to convene again in June to rebalance our budget.

Our ASLCS winter meeting was held the first weekend of December in Las Vegas, Nevada. We had good attendance and managed to get a lot of work done as well as enjoyed the social activities. It was fun to see all the new hotels that seem to spring up on a daily basis in this gambling paradise. In addition to all the important guests from our group, Rick Schroeder of television's NYPD fame was also staying at our hotel. We changed our meeting format from what has been customarily done and had our committee meetings, business meeting and executive committee meeting all day Saturday. This seemed to work best for some of our folks who had to leave for home early Sunday.



I was invited to attend the Australian Clerks meeting in Canberra, Australia the end of January. Unfortunately, I was unable to attend because of an impending special session. Needless to say, I was greatly disappointed.

I attended the winter meeting of the Legislative Staff Coordinating Committee in Santa Fe, New Mexico. I am serving on the professional development task force with the goals of providing orientation for new staff section committee members as well as coordinating the staff section schedules for the annual NCSL meeting.

Our spring meeting was held in Montgomery, Alabama. What fabulous southern hospitality we got from our Alabama hosts! The royal treatment started when we were picked up at the airport in a limousine. We were then treated to a very special evening at the home of Assistant Secretary Pat Harris and his wife Christie. State troopers escorted our motorcade to the Harris home and we were treated to a wonderful dinner with dancing under the stars. Friday afternoon was all business as the task forces of the Mason's Manual Study Commission met and completed much of the work they were assigned.

Our committee meetings were held Saturday morning and we held the business meeting during lunch. Your hard-working executive committee met immediately following lunch and had a very productive session that lasted for

most of the afternoon. Some of the highlights included the approval of two meeting sites. The joint Canadian-American meeting will be held in Wilmington, Delaware, in 2003 and our 2004 Annual Professional Development meeting will be held in Baltimore, Maryland. On Saturday night, we were treated to another great evening of food and entertainment, this time on the riverbank. Greg Pappas, Clerk of the Alabama House, and his band provided the music and it was great, especially with a few impromptu musicians joining the fun! We topped the evening off with a visit to the site of Hank Williams' grave to share a drink with Hank. Thanks to our Alabama hosts, McDowell Lee, Greg Pappas, Dave Avant, Pat Harris, Don Ladner, Dowe Littleton, Mike Murphy, Gina Shaffer, Henry Shepherd, and Joyce Wright. Please forgive me if I left anyone out, I was truly overwhelmed by your hospitality and I'll never forget your kindness.

The weekend after Montgomery, I traveled to Captiva Island, FL for the spring LSCC meeting. The task force on professional development finalized plans for an orientation program for new LSCC members to be presented at the NCSL meeting in

Denver.

Our program for the annual NCSL meeting in Denver will be published in this newsletter so that you'll be able to make your plans accordingly. Our program for Portland is progressing very well. Laura Clemens and her committee have done an outstanding job in setting the program. Support Staff Co-chairs, Cheryl Laube and Norma Lowe and their committee, have also been instrumental in making this program one of the best ever. Ramona and I, along with our respective staff, are working very hard on putting together a social program that will be both fun and memorable. We're really looking forward to showing you Northwest hospitality!

This year is going by so fast that it's hard to believe that our next meeting will be the NCSL annual meeting. I am so impressed and pleased with the commitment of our society's members. We have such active participation in the programs and committees. We are a close family network that is the envy of all the other staff sections and I am proud and honored to be serving as your President. See you in Denver!

Warmest regards,
Judy Hall
ASLCS President

Spirit Hits Salt Lake City

Articles



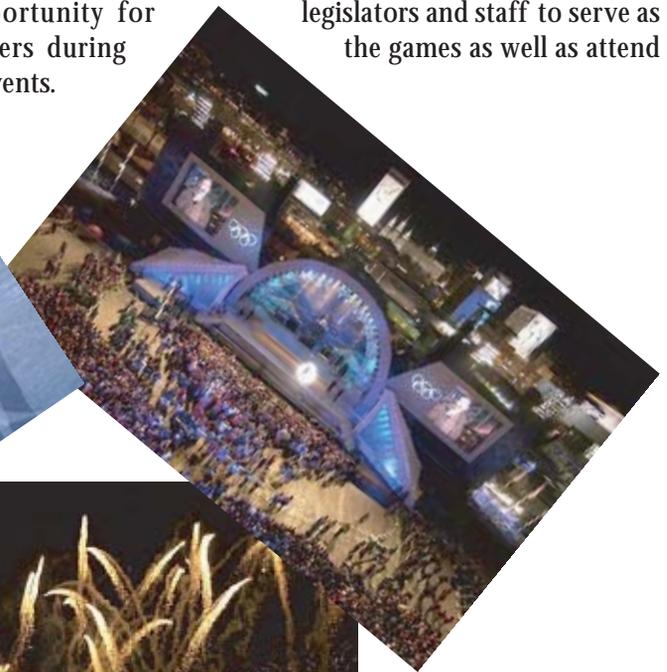
XIX WINTER OLYMPIC GAMES 2002 - SALT LAKE CITY

(Submitted by Annette Moore, Secretary, Utah State Senate)
Monday, February 25, 2002, Salt Lake City . . .

"The dream is over . . . the fantasy has ended," reported the Deseret News. "People of America, Utah, and Salt Lake City," said Jacques Rogge, president of the International Olympic Committee, "you have given the world superb games. You have reassured us that people from all countries can live peacefully together. Thank you! Thank you!"

Wow! What an unforgettable celebration! The experience was incredibly exhilarating, but it went by all too quickly, and there was a definite feeling of sadness when the flame was extinguished February 24. I was so proud to be an American, and I was equally proud of everyone who participated: the athletes, the volunteers, the spectators, the National Guard, the many law enforcement agencies, and the citizens of Utah. I had to pinch myself several times to believe this was really happening right here in my own back yard.

The legislature's decision to adjourn for the 17-day period was met with some criticism, but there was enough of a security risk to warrant adjournment, and it provided a wonderful opportunity for volunteers during the games as well as attend some events.



The Insanity of Adulthood

By Craig Zablocki

Articles

A few weeks ago my neighbor, Dan, and I were engaged in one of our routine philosophical conversations. I asked him, "Who is the happiest person you know?" We talked of the people we knew, frequently coming up with the same answer: "She's not," "He's not," "Not her," "Not him," and so on. Wow! Who is happy? After a few minutes we both looked at each other, and in unison, said "Charles." Of course, my 4 year-old son.

So here we are with our IRAs, DVD's, Ford 4X4's, new house additions, vacation homes, new haircut/hair implants, new improved bodies, our worked-hard-for reputations, trophies and awards, and the question still remains, "Why am I not happy?" Who is the happiest person you know? Perhaps it's a child. I've been speaking to groups across the country about the qualities of 4 year-olds and why they are the happiest people I know.

What can we learn from 4 year-olds?

Laugh a lot. Four year olds laugh over 300 times a day and we're lucky to laugh seven. Laughter has been shown to reduce stress, promote divergent thinking and health. Have you ever laughed 'til you cried? How did you feel?

Present. Four year olds live in the moment. Most of our stress comes from all the worry we have over things that have happened or things we think will happen. We can learn from children to live in the moment.

Creativity. Did you know we were nine times more creative when we were 4? It's not about learning creativity, it's about getting rid of the barriers such as thinking there's one right answer, fear of failure, the need to look good, and believing we are not creative, that keeps us from using our creative ability to the fullest.

Not caring what people think of us. We could be much happier if we learned not to be dependent on the opinion of others. When we were young we danced to dance, sung songs for the joy of singing and had fun for the fun of it. Trying to impress the world is a never-ending task that brings at best only temporary relief.

Not thinking anything is wrong with us. Children believe there is nothing wrong with them. I recently asked a group of 5 year-olds, "Who can sing?" Every hand went up. I then asked, "Who can paint a picture?" All hands went up again. That same afternoon when I proposed those questions to a group of adults, only 10% of adult hands were raised. *What if you woke up tomorrow morning and lived your day as if nothing was wrong with you.*

Several months ago Charles and I were flying to Duluth, Minnesota, and we hit some pretty rough turbulence. We were buckled in and the adults on the plane reacted to the bouncing plane with gasps, gritting teeth, and white knuckles. Charles, without thinking twice, threw his arms



in the air and shouted excitedly, "Wheeeee!" I looked at the so-called "normal" responses of the adults and decided to join Charles. We both were having a blast riding the roller coaster in the sky, when a lady across the aisle was not only scared to death but she stared at us and said, "What the hell are you doing?" *The Insanity of Adulthood.* Did she realize that none of us other than the pilots had any influence whether or not the plane landed. Further, does gritting our teeth, swearing, and frothing at the mouth help us to be more effective in our work? What about our stress level? Blood pressure? What about all those wonderful things that make us age prematurely?

Here are some tips for lowering our stress, and learning to take ourselves less seriously:

Worry is non-productive. Studies show that 93% of everything you and I are worried about right now is in the past or is something we think may happen. Seven percent is actually stuff we can do something about. Make a list of everything that you're worried about and cross off the items you have no control over, you'll be surprised. Don't waste your energy/life worrying about things you cannot control.

Laugh at yourself. Something flies out of your mouth while you're talking in front of the legislators, a perfect time to comment on your need for legislation that would lock you up for such behavior. Laughing at yourself allows others to laugh with you.

Be Present. How many times are you eating dinner and thinking of dessert: you just missed enjoying the delicious prime rib or for you meat-eating vegetarians, tofu a la king. By living one moment at a time, breathing and focusing on the task at hand, we can free up lots of energy and start enjoying what is, not what will be or not.

Let go of the outcome. Outward Bound has a motto: "Show up, be present, speak your truth, and let go of the outcome." We get so attached to thinking that when "this" or "that" happens, I'll be happy. We have all kinds of expectations that contribute to our happiness. Have you heard the line, "Life is what happens while you're making plans." Remember that 4 year-old: his happiness is not invested in the outcome; he is fully engaged, happy and fulfilled in the present/process. The outcome is a bonus. Now that's living.

ASLCS/Canadian Clerks-at-the-Table

By J.R. Rodrigue, Chair, and Steven James, Vice-Chair, Canadian/American Relations Committee
Edited by Stephen Zerdelian and François Prigent, The Joint Meeting of the Canadian Clerks-at-the-Table and the American Society of Legislative Clerks and Secretaries was held in Ottawa, Ontario and Mont-Tremblant, Quebec, Canada from October 11 through October 14, 2001. Parliamentarians, Clerks and Secretaries from the Canadian Federal Government, the United States Federal Government, most Canadian Provinces and a dozen American States were in attendance.

The conference began with a delightful reception hosted by the Parliament of Canada on Thursday, in the Sussex Room, Penthouse Level of the Ottawa Marriott Hotel. The American Clerks and Secretaries were welcomed by kind and sincere condolences from our Canadian colleagues, who eloquently expressed the concerns of the Canadian people regarding the September 11, 2001 terrorist attacks.

Many attendees spent time in the hospitality suite after the reception, where the focus turned to a televised press conference featuring President George W. Bush. On Friday, October 12, the group was treated to an informative and interesting tour of the Centre Block, Canadian Parliament Building, including the House of Commons, the Library of Parliament, and the Federal Senate. The opening remarks of Clerk of the Canadian Senate and Clerk of the Parliaments Paul C. Bélisle reiterated the sincere condolences of all Canadians for the September 11 tragedy.

The first two working sessions of the conference were held in the Senate Chamber. While the working sessions were in progress, the attending spouses, families and partners were led on a guided tour of Ottawa, and later to a visit to the "Canada and the World" Pavilion, the Residence Grounds of the Governor General, and the Museum of Civilization. The official attendees and families were then treated to a delicious luncheon that was served in the Parliamentary Restaurant on the 6th floor of the Centre Block Parliament Building. The conference switched sites on Friday afternoon, as attendees were bused to beautiful Mont-Tremblant, Quebec, for the Friday night, Saturday and Sunday activities. On Friday evening the group dined upon a wonderful meal that offered a venison entrée followed by a huge tray of assorted cheeses and fruits and dessert. The dinner, which was hosted by the

Assemblée nationale du Québec, was held at Le Grand Lodge Hotel, Lac Ouimet.

On Saturday morning, as official attendees attended working sessions, spouses and partners gathered for a tour of Mont-Tremblant Village, including a gondola ride to the summit. Thick clouds unfortunately obscured what would have otherwise been a spectacular view of the surrounding countryside, but later in the day the clouds broke and bright sunshine provided an opportunity to enjoy the beautiful fall foliage. Saturday afternoon's free time provided attendees an opportunity to shop, hike, horseback ride, bike ride, relax watching football or baseball or just catch up on lost sleep.

Saturday evening's dinner, hosted by the Parliament of Canada, at La Cabane à Sucre Millette [Sugar Shack] Restaurant, proved to be the most enjoyable activity of an incredibly fun-filled conference. The group learned a valuable lesson Saturday evening; that you can eat all the fatty foods you want while reducing the fat content to negative numbers by spreading generous amounts of maple syrup over everything. Well, at least that was the assumption. At the end of a fantastic evening filled with dance, song and merriment, the group was entertained by two separate lumber jack demonstrations during which Flip Richards and Blair Armitage with an axe unknowingly chopped their socks to shreds.

The final two working sessions of the conference were held on Sunday morning. At their conclusion, closing remarks were offered by William C. Corbett, Clerk of the House of Commons, Canada. While official attendees continued their business, spouses and families were provided free time, and the sunny skies afforded an opportunity for some to revisit the summit of Mont-Tremblant for a better look at the fall foliage. After returning to Ottawa, the conference concluded with the traditional volleyball tournament followed by a delicious barbeque served at the Pere Arthur Guertin Community Centre in Hull, Ontario. Without the expressed written consent of ESPN, ESPN2, and ABC Television, we are not permitted to discuss any accounts of the games. Suffice it to say that due to a certain potion served up by Canadian Team Physician Camille Montpetit, the effectiveness of the American team was severely compromised.

(Continued on next page.)

(Continued from previous page.)

Conference Program Technology in the Chamber:

Moderator: Audrey O'Brien, Deputy Clerk, House of Commons, Canada

Presenters:

Thomas Duncan, Deputy Parliamentarian, U.S. House of Representatives
J.R. Rodrigue, Chief Clerk of the House of Representatives, Colorado

Charles Robert, Principal Clerk, Senate, Canada

Increasing pressure for public participation in decision-making:

Moderator: Norman Moore, Chief Clerk, House of Representatives, Arizona

Presenters:

Tony M. Cook, Secretary of the Senate, Washington
Robert Vaive, Clerk Assistant, Legislative Assembly, British Columbia

Electoral challenges for Parliaments and Legislatures:

Moderator: Norman Moore, Chief Clerk, House of Representatives, Arizona

Presenters:

Charles H. MacKay, Clerk of the Legislative Assembly, Prince Edward Island

Norman Moore, Chief Clerk, House of Representatives, Arizona

Beverly Bosiak, Deputy Clerk, Legislative Assembly, Manitoba

Printed Publications vs. Electronic Publications:

Moderator: Audrey O'Brien, Deputy Clerk, House of Commons, Canada

Presenters:

Todd Decker, Clerk of Journals and Procedural Research, Legislative Assembly, Ontario

Steven T. James, Clerk of the House of Representatives, Massachusetts

Renewal/Succession Planning for Parliamentary Staff:

Moderator: Gary O'Brien, Deputy Clerk and Principal Clerk, Senate, Canada

Presenters:

Marie-Andrée Lajoie, Principal Clerk, House of Commons, Canada

JoAnn M. Hedrick, Chief Clerk of the House of Representatives, Delaware

The need to modernize Parliamentary Procedure:

Moderator: Gary O'Brien, Deputy Clerk and Principal Clerk, Senate, Canada

Presenters:

ASLCS President Visits Oklahoma Capitol



Pictured from the left: Michael Hall, Judy Hall and Larry Cottingham

ASLCS President Judy Hall and her husband, Michael recently spent time at the Oklahoma State Capitol. The pair were in the state over the Mother's Day weekend, visiting their son who currently lives in Lawton, Oklahoma.

While at the Capitol they were treated to an informal tour of the building by House staff member Mike Fina. Judy then met House Speaker Larry E. Adair and was introduced from the House floor by the Majority Floor Leader. She visited with ASLCS member and Chief Clerk of the Senate Larry Cottingham on the Senate floor during a break in legislative work.

While at the Capitol Judy met with former ASLCS President Larry Warden and ASLCS member Joe R. Blough.

In addition to their Capitol visit the couple toured the Oklahoma City National Memorial.

Joseph W. Mayo, September 8, 1959 – May 23, 2002

Joseph W. Mayo served as Clerk of the Maine House of Representatives from 1992 to 2000, and as Clerk Emeritus until his death.

Joe was an accountant in private life. He was elected to his late father's seat in the Maine House of Representatives in 1983 and served as an elected member until 1992. He was active in school, church and civic affairs in his hometown of Thomaston, Maine, where he served as moderator of the town meeting, the highest honor a Maine town can give to one of its residents. Thomson named its waterfront park in honor of the Mayo family in 2000.



Joe was an active member of ASLCS and served on the "Mason's Manual of Legislative Procedure Com

mission," which finished its ten-year revision process in 2000. The Manual contains a dedication to Joe in recognition of his outstanding efforts. Among Joe's many honors are the Maine Hospice Council Award for achievement in efforts for End of Life Care, Advocate of the Year Award from the Homecare Alliance of Maine and "Outstanding Contributions to the prevention and treatment of substance abuse in the State of Maine" from the Maine Association of Substance Abuse Providers.

Joe was active in forming the first support group for Maine people with Amyotrophic Lateral Sclerosis.

Joe is survived by his wife Rebecca, their three children, numerous other family members, and many, many friends.

Report from NCSL Executive Committee and Legislative Staff Coordinating Committee on the Merger of the Assembly On Federal Issues and the Assembly on State Issues

Submitted by Susan Clark Schaar

The Legislative Staff Coordinating Committee met at Captiva Island, Florida, May 3rd -4th in conjunction with the NCSL Executive Committee. LSCC is composed of representatives from each of the staff sections; the ASI staff chairs and vice chairs and 4 discretionary appointments by the Staff Chair. One of the task forces appointed by Ramona Kenady, Staff Chair, the Task Force on Strategic Planning. Steve Watson of Nevada and Susan Schaar of Virginia co-chair the task force. The charge of the task force is to review the strategic plan being developed by NCSL and ensure that staff needs are being met in the new model.

One of the major issues was the merger of the Assembly on Federal Issues and the Assembly on State Issues. The task force reviewed the recommendations and developed nineteen questions that they wanted answered before they would recommend a merger. These questions were resolved and the task force recommended moving forward with the merger.

Several of the members of the task force also served on an AFI/ASI subcommittee. This group also after review and discussion recommended a merger of the two groups. It was felt that the merger would eliminate confusion about the two groups, eliminate one meeting in a time of reduced travel and clarify the subject area covered by each committee. The streamlined version would

make it easier for leadership in making appointments to track areas of interest for members and staff.

The recommendation to merge was made to the full NCSL Executive Committee. The committee unanimously adopted the recommendation to merge into a single group of fifteen committees named The Standing Committees of NCSL. The committees will meet three times a year—at the NCSL Annual meeting, in the fall/winter at sites to be determined (a Fall or Winter Forum) and in the spring in Washington, D. C. (Spring Forum). It was hoped that by having the spring meeting in D. C. there would be more opportunities for legislators to lobby Congress.

The steering committee and committees would each be composed of legislators and staff. Each will have a legislator and staff chair. There will be at least two legislative vice chairs on each committee and two legislative staff vice chairs. All committees will consider state and state/federal issues. The private sector representatives and staff members will participate in all discussions just as they do on the state level. Only legislators will vote in committee on questions that establish NCSL policy on state/federal issues. (This is currently the case on AFI committees).

This merger will be implemented in the fall. The subcommittee and task force will continue their work on resolving other issues with the merger and make a report at the Denver NCSL meeting.



Shared Profits Account

Joan explained that the money in the Shared Profits Account is derived from profit that results from the annual meeting budget. The annual meeting budget is based on registration fees which are used to pay the normal expenses of the annual meeting, including food for business meetings and the state dinner, meeting and program expenses, staff transportation and lodging expenses. A \$2,000 profit margin is factored into the budget for NCSL support expenses. The Shared Profits Account is an interest bearing account managed by NCSL. If there is any profit above \$2,000, it is divided equally between NCSL and ASLCS. The ASLCS portion is deposited in the Shared Profits Account. Expenditures from the Shared Profits Account currently include the cost of producing "Inside the Legislative Process", the LSMI Scholarship and the Speaker's Fund.

Special Meeting Fund

Joan explained that the money in the Special Meeting Fund comes from contributions or any other money raised on behalf of the Society. This fund is an interest-bearing account managed by NCSL. Typically, contributions are received from regular contributors of ASLCS and from other "host state" contributors who contribute money or in-kind contributions for a specific ASLCS meeting. Historically, expenditures from this account are for expenses from the annual meeting which include transportation, social functions and entertainment, special events and miscellaneous expenses. This account is also used for expenses of the winter and spring meetings and the luncheon expenses for ASLCS at the NCSL annual meeting.

Budget Report from the Annual Meeting in Minnesota

Joan reported that there was a net loss of \$8,620.98 from the annual meeting budget expenses in Bloomington, Minnesota, and that this amount does not include the \$2,000.00 that is normally paid by ASLCS to NCSL for reimbursement of NCSL staff support expenses. Joan explained that this loss was due to the fact that the attendance and related registration fees were about half of what was anticipated due to the tragic events of September 11, 2001, which was only four days before the meeting began.

Following the report and explanation by Joan Barilla, the committee had an extensive question and discussion period about the accounts, the net loss from the annual meeting in Minnesota and specific budgeted and expended items related to the meeting. Brian Weberg, NCSL staff, told the committee that NCSL would pay the expenses that created the net loss. NCSL will not require ASLCS to pay for any of the loss, but should ASLCS decide to do so, it would be greatly appreciated. Brian indicated that the annual meetings normally make a small profit that is evenly divided between NCSL and ASLCS.

President Hall recommended to the committee that ASLCS should, at the very least, split the difference with NCSL regarding the net loss at the annual meeting but that a decision did not need to happen immediately. Following discussion, the members decided to postpone any final decision until a later date, which would be no later than the spring meeting in Montgomery, Alabama.

Photo Montage

Donna Doyle reported that copies of the videotape recording of the photo montage video that was shown at Planet Hollywood at the annual meeting in Minnesota could be made for about \$1 per copy and that she would be soliciting a couple of volunteers from other states to help make copies so that they could be completed in a timely manner. Following discussion, Pat Saville moved to approve the purchase of 120 videocassette tapes so that once copies are made they can be distributed to all Principals with extra copies for Archives and NCSL. Carmela Bills seconded the motion. The motion carried by unanimous consent.

2001-02 Executive Committee Members



Michael Linn
Minnesota
Associate Vice Pres.



Bruce Jamerson
Virginia
Elected Principal



Donna Doyle
Wisconsin
Elected Associate

New Business

Proposed Amendment to Standing Order – Videotape of State Dinner

JoAnn Hedrick, Chair of the Bylaws and Standing Orders Committee, reported that the Bylaws and Standing Orders Committee met Saturday morning, had lively discussion and adopted a motion to recommend to the Executive Committee a proposed amendment to Section IX: Miscellaneous - of the Standing Orders relating to videotaping of the state dinner. The proposed amendment is as follows:

Videotape of State Dinner. ~~Four tapes will be made~~ COPIES of the state dinner VIDEOTAPE WILL BE MADE and presented to the outgoing president, the incoming president, the outgoing associate vice president, and archives, THE HOST STATE AND ANY RECIPIENTS OF SPECIAL AWARDS PRESENTED AT THAT STATE DINNER.

Following discussion, Mike Linn moved that the proposed amendment to the Standing Orders to be approved. Karen Wadsworth seconded the motion. Motion carried by unanimous consent.

President and Executive Committee Reference Guide Revisions

Copies of the President and Executive Committee Reference Guide were distributed for review to committee members. President Hall recommended to the committee that the revisions be adopted today, and during the next few months other revisions could be made for approval and final adoption at the last Executive Committee meeting in Portland, Oregon. Following discussion of the manuals and other revisions that needed to be made in the next few months, Ann Cornwell made a motion to adopt the revisions to the President and Executive Committee Reference Guide as printed and distributed. Mike Linn seconded the motion. The motion carried by unanimous consent.

Audit Committee

Norman Moore, Chair of the Audit Committee, reported that he and the other members of the committee, Bruce Jamerson and Mike Linn, met Saturday morning and examined the Treasurer's records from the prior year. The committee examined all deposits and disbursements of the dues account from the previous year. The committee determined that only three minor discrepancies were found which were that dates on three deposit slips did not match the dates shown on the Treasurer's Report. Due to the fact that all the checks that had been written had not yet cleared the account, the final report of the Audit Committee will be done at the spring meeting in Montgomery, Alabama. The committee then thanked Ann for her excellent work during the past year.

Budget Committee

Pat Saville, Chair of the Special Budget Committee, reported that the Special Budget Committee consisting of herself and Ann Cornwell, Mark Corrigan, Mike Linn and Susan Schaar met on Friday afternoon, November 30, 2001. The committee began its work relating to budget goals for ASLCS publications and other budgetary matters relating to ASLCS meetings. The committee will meet again at the spring meeting in Montgomery, Alabama.

Logo Committee

Donna Doyle, Chair of the Special Logo Committee, reported that she and Carmela Bills met and that the current inventory of ASLCS items includes seventy-five coffee mugs, six watches and twelve t-shirts. The committee made a recommendation that the coffee mugs could be used by the Membership and Communications Committee as gifts for new attendees at the New Attendee Orientation at the next annual meeting in Portland. Any other items still in inventory could be posted on the ASLCS website so that the items could be ordered. Additionally, the committee will be exploring other ideas for gift items.

Australian Clerks Letter

President Hall read a copy of a letter sent by Russell Grove, the Secretary-Treasurer of the newly formed “Australian and New Zealand Association of Clerks-at-the-Table” (ANZACATT). The letter indicated that the group had formally adopted a constitution and bylaws, elected officers and were anxious to develop a more formalized association with ASLCS.

Associate Categories Study

Norma Lowe and Cheryl Laube, Co-Chairs of the Support Staff Committee reported that the Support Staff Committee had begun lively discussions at their meeting regarding the possibility of changing the current Associate Members categories for breakout sessions at the annual meeting. As of result of the meeting, Norma indicated that one suggestion was to eliminate “Committee Staff” from one of the current categories because there not many committee staff under the supervision of the Chief Clerk or Secretary’ Office. As a result of the discussion at the Support Staff meeting, it was determined that this study needs more research (one of the items to research is the job database at NCSL) and discussion. The Support Staff Committee will continue this study at the spring meeting.

Associate Exchange Program

Norma Lowe, Co-Chair of the Support Staff Committee, reported that four applicants had made application for participation in the Associate Exchange Program. Following a survey of all members of the Support Staff Committee and as a result of committee discussion and action, the Support Staff was making the following recommendation to the Executive Committee for its approval.

The Support Staff Committee being charged with the administration of the Associate Exchange Program makes the following recommendation: that the Executive Committee accept the following applicants for the Associate Exchange Program:

Participants

Tara Perkinson, Virginia Senate
 Brad Hendrickson, Washington Senate
 Betty Casey, Oklahoma Senate

Site Preference

Minnesota House
 Florida House
 Virginia House

Alternate

Patty Dublin, Oklahoma Senate

Florida House

Following discussion regarding the application process and the applicants, Ann Cornwell moved that the Executive Committee accept the recommendations of the Support Staff Committee. Donna Doyle seconded the motion. A request was then made to divide the motion into four separate questions. There was no objection so the motion was divided into four separate questions.

2001-02 Executive Committee Members



Mark Corrigan
Pennsylvania
Appointed Principal



Karen Wadsworth
New Hampshire
Appointed Principal



Judy Barrows
Maine
Appointed Associate

Ann Cornwell moved that the Executive Committee accept the recommendation of the Support Staff Committee regarding Tara Perkinson and that Tara be chosen as one of the participants in the Associate Exchange Program. Pat Saville seconded the motion. The motion carried by unanimous consent. Carmela Bills moved that the Executive Committee accept the recommendation of the Support Staff Committee regarding Brad Hendrickson and that Brad be chosen as one of the participants in the Associate Exchange Program. Ann Cornwell seconded the motion. The motion carried by unanimous consent. Diane Bell moved that the Executive Committee accept the recommendation of the Support Staff Committee regarding Betty Casey and that Betty be chosen as one of the participants in the Associate Exchange Program. Bruce Jamerson seconded the motion. The motion carried with one dissenting vote. Ann Cornwell moved that the Executive Committee accept the recommendation of the Support Staff Committee regarding Patty Doublin and that Patty be chosen as an alternate for the Associate Exchange Program. Mike Linn seconded the motion. The motion carried by unanimous consent.

ASLCS Fall 2002 Meeting Budget

Copies of the preliminary budget for the annual meeting in Portland, Oregon were reviewed and discussed. Joan Barilla explained that the budget is based on 230 ASLCS member and new attendee registrations. The 230 registration figure is an average of the paid attendance of ASLCS members and new attendees over the past five annual meetings. Joan reported that the ASLCS member and new attendee registration fee for the annual meeting in Minnesota was \$235.00 per person and the spouse/guest registration was \$150.00 per person. If the registration fee for ASLCS members and new attendees stayed at \$235, the meeting will actually incur a loss of \$1,105.10 and if the registration fee is changed to \$250.00 the meeting will post a small gain of \$2,344.90. A comparison sheet of other staff section registration fees was distributed. The ASLCS annual meeting is the longest meeting and the ASLCS registration fee is the lowest of any staff section. Questions and discussion followed. Karen Wadsworth moved that the registration fee for the 2002 ASLCS Annual Meeting in Portland, Oregon for ASLCS members and new attendees be set at \$250.00 per person, the spouse/guest registration be set at \$150.00 per person, and if there is a vendor fair at the annual meeting the vendor registration fee be set at \$500.00 per vendor. Carmela Bills seconded the motion. The motion carried by unanimous consent.

Other Business

ASLCS Roster Manual

President Hall, on behalf of Suzi Lowell and Heidi Vogel, Co-Chairs of the Roster Committee, distributed a copy of a preliminary Roster Manual that is being developed for future Roster Committees. President Hall thanked Suzi and Heidi for their excellent work and for working on the Roster Manual.

Reimbursement of LSCC Travel

Pat Saville requested the Executive Committee to approve travel reimbursement for her airline ticket of \$660.80 for her attendance at the last LSCC (Legislative Staff Coordinating Committee) meeting that was in October 2001. Karen Wadsworth moved that the reimbursement of \$660.80 for Pat Saville's airline ticket to LSCC be approved. Carmela Bills seconded the motion. The motion carried by unanimous consent.

ASLCS Dues Paying Account – 2nd signatory

Norman Moore reported that as soon as all the checks clear the account in Arkansas and Ann Cornwell sends him the certified check for the account balance, he would open the account in Arizona for the next year. Norm indicated he would like to have another signatory on the account - (the Assistant Chief Clerk) - just as a precautionary measure so that if something were to happen, access to the account would not be problematic or delayed. Discussion followed and the committee agreed.

Adjournment

There being no further business, Carmela Bills moved that the meeting be adjourned. Bruce Jamerson seconded the motion. Motion carried by unanimous consent.

***Respectfully submitted,
Norman Moore (AZ)
Secretary-Treasurer***



Executive Committee Meeting Minutes

Spring Meeting - Embassy Suites - Montgomery, Alabama - April 27, 2002

2001-02 Executive Committee Members



Carmela Bills
Virginia
Appointed Associate



Pat Seville
Kansas
Past President



Diane Bell, Florida
Past Associate Vice
President

Call to Order

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

Quorum

Members present: Judy Hall, President; Ann Cornwell, President Elect; Norman Moore, Secretary-Treasurer; Mike Linn, Associate Vice President; Bruce Jamerson, Elected Principal; Donna Doyle, Elected Associate; Mark Corrigan, Appointed Principal, Karen Wadsworth, Appointed Principal; Judy Barrows, Appointed Associate; Carmela Bills, Appointed Associate; Pat Saville, Immediate Past President; and Diane Bell, Immediate Past Associate Vice President.

A quorum was present.

NCSL Staff present: Joan Barilla.

Minutes

The minutes of the Executive Committee meeting of Saturday, December 1, 2001, from Las Vegas, Nevada, were reviewed by the committee. Bruce Jamerson moved that the minutes be approved as written. Ann Cornwell seconded the motion. The motion carried by unanimous consent on voice vote. The minutes of the meeting will be printed in the next issue of the Legislative Administrator.

Treasurer's Report

Norman Moore reported that as of April 27, 2002, the balance in the ASLCS Dues Account, after deposits of \$21,600.00 and disbursements of \$505.00, was \$42,449.45 and that the total number of dues paying members of the Society was 352: 80 Principals, 260 Associates, 12 Retired Members. Norman said that based on the previous year's dues paying membership, there was still about \$1000.00 that could be expected to be received in the next few weeks. Pat Saville moved that the Treasurer's Report be adopted. Carmela Bills seconded the motion. The motion carried by unanimous consent on voice vote.

STARTING BALANCE TRANSFERRED

FROM ARKANSAS

\$21,354.45

Starting Balance

\$21,354.45

Total Deposits

+ **\$21,600.00**

Subtotal

\$42,954.45

Less Disbursements

- **\$ 505.00**

BALANCE as of April 27, 2002

\$42,449.45

Balance transferred from Arkansas

\$21,354.45

Deposits for 2002 Dues			
		4/15/02	\$ 350.00
2/8/02	\$1,750.00	4/19/02	\$ 200.00
2/11/02	\$ 500.00	4/23/02	\$ 150.00
2/13/02	\$2,250.00	Total Deposits for Dues	+ \$21,600.00
2/15/02	\$1,500.00	Disbursements	
2/19/02	\$1,300.00	2/15/02	Betty Casey - (Oklahoma)
2/20/02	\$1,850.00		Associate Exchange Program
2/22/02	\$1,200.00		reimbursement
2/27/02	\$2,600.00		
3/1/02	\$ 600.00	2/20/02	Bank Service Fee for Checks
3/5/02	\$3,500.00		\$5.00
3/12/02	\$2,000.00	4/05/02	State Treasurer of Virginia-
3/15/02	\$ 250.00		RE: Tara Perkinson - Associate
3/22/02	\$ 250.00		Exchange Program reimbursement
3/29/02	\$ 700.00		
4/5/02	\$ 200.00	Total Disbursements	- \$505.00
4/12/02	\$ 450.00	BALANCE (as of April 27, 2002)	+ \$42, 449.45

Old Business

Audit Committee Report

The Audit Committee, consisting of Bruce Jamerson, Michael Linn and Norman Moore, met on Saturday morning, December 1, 2001, at 10:00 a.m. in the Embassy Suites Hotel in Las Vegas, Nevada, at the Winter Meeting of ASLCS. The committee examined all deposits and disbursements in the Dues Account for the previous year. The committee determined that the balance in the account as of December 1, 2001, was \$22,015.15 as indicated in the Treasurer's Report. At the Executive Committee meeting in the afternoon of December 1, 2002, the Executive Committee approved a travel reimbursement for \$660.80 which made the balance in the Dues Account \$21,354.35. This amount should be the amount for the cashier's check to be sent by Ann Cornwell to Norman Moore for the following year. The Dues Account in Arkansas was closed on December 18, 2001, and a certified cashier's check was sent to Norman Moore in the amount of \$21,354.45. The 10-cent difference is due to a bank error. On November 1, 2002, a check for \$1,160.10 had been written for an approved disbursement but when the bank debited the Dues Account, the amount that the bank actually debited from the account was for \$1,160.00. Following brief discussion, Mike Linn moved that the Audit Committee Report be adopted. Judy Barrows seconded the motion. The motion carried by unanimous consent on voice vote.

ASLCS Account Summaries

Joan Barilla, NCSL staff liaison to ASLCS, reported that the balance in the ASLCS Shared Profits Account as of April 24, 2002, is \$10,209.00 and that the balance in the ASLCS Special Meeting Fund as of April 24, 2002, is \$66,591.33.

Transfer of funds to NCSL to cover 2001 Annual Meeting budget deficit

President Hall provided a review of the discussion from the previous Executive Committee meeting relating to the net loss of \$8,620.98 from the 2001 Annual Meeting budget expenses in Bloomington, Minnesota, which was paid by NCSL. The loss was due to a deficit of revenues because of lower than anticipated registration fees dues to the tragic events of September 11, 2001. Following brief discussion, Mike Linn moved to approve the payment of \$8,620.98 from the Special Meeting Fund to NCSL to cover the loss. Diane Bell seconded the motion. The motion carried by unanimous consent on voice vote.

Photo Montage Committee Update

President Hall reported that the videocassette tape of the photomontage had been sent to Principals the week before the Spring Meeting. She thanked Donna Doyle for her hard work and dedication to the photo montage project. Additionally, President Hall indicated how many members and former members of the Society appreciated this pictorial history of the Society that would be archived.**International Video Update - Spanish and French Translation**

Carmela Bills indicated that the original versions of the Spanish and French translations of the International Video contained some deficiencies and tracking problems and suggested that the tapes should be translated again and restriped. Carmela reported that Greg Gray was responsible for the French translation and that she was responsible for the Spanish translation of the International Video. A cost breakdown of the total estimated cost of \$420.00 was provided for restriping the Spanish track on the existing tape. The related costs include: screening the existing tape to time segments; recording a new track; inserting the new track on the existing tape, dubbing six (6) VHS copies and one (1) Beta copy of the completed production; tape costs. Discussion ensued relating to the importance of the project and that the quality and accuracy of the translations were extremely important to the goals of promoting the Society and what it represents. Karen Wadsworth moved to approve the restriping of the Spanish track on the existing ASLCS tape based on the estimated cost of \$420.00. Diane Bell seconded the motion. The motion carried by unanimous consent on voice vote. George Bishop, Chair of the Technology and Innovation Committee, suggested that in the future the Executive Committee may want to discuss and review the possibility of having the International Video and other similar tapes converted to DVD.

Index of ASLCS Bylaws and Standing Orders

Ann Cornwell distributed copies of the latest updated version of the ASLCS Standing Orders and the Index to the ASLCS Bylaws and Standing Orders. She indicated that the most current updated version of the Bylaws and Standing Orders are available on the ASLCS website and that the Index would be completed for review and approval at the next ASLCS Executive Committee meeting at NCSL in Denver in July.

New Business

Special Committees - Nominations Process and Budget Committees

President Hall reported that the Nominations Process Committee (Denise Weeks, Chair) and the Budget Committee (Pat Saville, Chair) had conducted meetings and would provide reports for review and approval at the next ASLCS Executive Committee at NCSL in Denver in July.

Logo Committee

Carmela Bills and Donna Doyle brought a number of items for review and discussion. A sample of a pin and a copy of the design, which includes the Society's seal, were presented to the committee. The pin would be used for distribution by those members representing the Society at International Meetings. Carmela reported that the cost for ordering 1,000 pins would be about \$3,000.00 (\$3.00 per pin). Committee members expressed their gratitude and their approval for the design of the pin, but concern was expressed concerning the quantity and the cost of producing the pins. Mike Linn volunteered to check with local vendors in Minnesota concerning the cost of producing the pins. President Hall suggested that the Logo Committee should check on the production cost of the pins in quantities of 250, 500, 750 and 1,000 and report the findings to the Executive Committee in Denver. Additionally, a number of questions were asked relating to specific guidelines that would be followed for issuing the pins. President Hall appointed Karen Wadsworth and Diane Bell to develop a proposed policy for the issuance of the pins to dignitaries, international guests and other "Friends of the Society" (contributors).

Donna and Carmela also brought other items for review by the committee as follows: a small dark blue plastic clock containing the seal of the Society, a post-it holder with a pen, and a business card holder. Carmela reported that an order of 60 clocks would be \$7.72 per clock and an order of 120 clocks would be \$6.72 per clock. It was also reported that other current inventory includes mugs, hats, t-shirts and sweatshirts. A review and discussion about the items followed including a suggestion that current inventory items be displayed at the NCSL Bookstore at the NCSL meeting in Denver. Karen Wadsworth suggested that a survey to be sent out to members asking the members what type of ASLCS items the members would be interested in purchasing. Following the discussion, Mark Corrigan made a motion to order 120 clocks. Mark then made a motion to amend the motion to order 120 clocks and sell the clocks at \$15.00 each. Bruce Jamerson made a substitute motion to order 120 clocks and sell the clocks at \$10.00 each. Following discussion, a hand vote was taken on Bruce's substitute motion. By a vote of 7 ayes and 5 nays, the substitute motion carried. President Hall recommended that the clocks be unveiled at the ASLCS Annual Meeting in Portland.

Associate Exchange Program

Cheryl Laube, Co-Chair of the Support Staff Committee, reported that all of the associate exchanges had been completed and that the Support Staff Committee had been working on Associate Exchange Program Report Guidelines for use by each participant and the host chamber when submitting a report on the associate exchange. Cheryl indicated that because the Standing Orders did not contain a deadline for submitting reports, it had been suggested by the Support Staff Committee, that this year's reports should be submitted by the Annual Meeting of NCSL in Denver so they could be included in the Summer edition of the Legislative Administrator. Following discussion concerning the content of the report and the deadline for submittal, the Executive Committee recommended that the following items be included as a part of the guidelines:

1. A copy of the participant report be sent to the host chamber and a copy of the host chamber report be sent to the participant.
2. For future exchanges beginning in 2003, the participant and the host chamber report be submitted to the Support Staff Committee Chair and the Executive Committee within one month after the associate exchange had been completed.
3. Originals of all associate exchange reports be filed with the Executive Committee.
4. In lieu of publishing all participant and host chamber reports, the Support Staff Committee Chair will write an article for the summer edition of the Legislative Administrator which summarizes the participant and host state reports.

Maryland - 2004 Annual Meeting

Ann Cornwell reported that the first choice for the location of the 2004 Annual Meeting was Annapolis, Maryland, but that Annapolis did not have enough rooms and meeting space to accommodate the meeting. A list of properties and venues in Baltimore, Maryland was provided to the committee. Ann stated that the dates for the ASLCS Annual Meeting in 2004 were from September 21- 28 and recommended that the best facility was the Wyndham Baltimore Inner Harbor. Following brief discussion, Mark Corrigan moved that the 2004 Annual Meeting be held at the Wyndham Baltimore Inner Harbor in Baltimore, Maryland. Karen Wadsworth seconded the motion. The motion carried by unanimous consent on voice vote.

Legislative Staff Achievement Award/Appointment of Committee

President Hall announced the appointees for this year's Legislative Staff Achievement Award Committee as follows: Pat Saville, Chair; Faye Blanton; Carmen Cauthen; Steven James; Al Mathiowetz.

Technology and Innovation Committee website proposal

George Bishop, Chair of the Technology and Innovation Committee, reported that the committee had discussed researching the feasibility of making an addition to the ASLCS website to contain an area to post handouts, power point presentations and other materials from sessions at the NCSL and the ASLCS Annual Meeting. He indicated that another NCSL staff section, NALIT, was currently providing this type of information on their website. Following discussion and concerns involving copyrighted materials and the availability of materials possibly affecting registration and attendance at meetings, President Hall requested that the Technology and Innovation Committee perform additional research regarding the proposal and report back to the Executive Committee at either Denver or Portland.

Other Business

Travel Reimbursements

President Hall requested the Executive Committee to approve the following travel reimbursements:

1. Mike Linn, Associate Vice-President, \$292.50 airfare to Montgomery for the Spring Meeting. President Hall indicated that due to travel restrictions in Minnesota, Mike was paying his own way. Additionally, ASLCS Standing Orders allow the Associate Vice President to receive financial assistance to attend the Clerks-at-the-Table meeting and other travel approved by the Executive Committee. Mike would not be able to attend other international meetings in August due to family obligations. Ann Cornwell moved to approve reimbursement of the \$292.50 airfare to Mike Linn. Carmela Bills seconded the motion. The motion carried by unanimous consent on voice vote.
2. Mike Fina, Legislative Administrator staff from Oklahoma, for \$321.00 airfare to Montgomery for the Spring Meeting. President Hall stated that Oklahoma was not submitting a bill for the previous issue of the Legislative Administrator which would have been about \$5,000.00 and that Oklahoma House and Senate would only pay for one person from each chamber to attend the Spring Meeting. Bruce Jamerson moved to approve reimbursement of the \$321.00 airfare to Mike Fina. Diane Bell seconded the motion. The motion carried by unanimous consent on voice vote.
3. Judy Hall, for airfare totaling \$659.10 for representation of the Society at Legislative Staff Coordinating Committee meetings in Santa Fe, New Mexico and Captiva, Florida. The airfare was \$273.70 to Santa Fe and \$385.50 to Captiva. Diane Bell moved to approve reimbursement of the \$659.10 total airfare to President Hall. Carmela Bills seconded the motion. The motion carried by unanimous consent on voice vote.

Updates on NCSL Annual Meeting Program Schedule

Joan Barilla distributed a draft schedule of the 2002 Annual Meeting of NCSL in Denver from July 23 - 27. Joan indicated that there were two different slots for staff section meetings: Tuesday, July 23 from 3:00 - 5:00 p.m. and Wednesday, July 24, from 2:45 p.m. to 5:00 p.m. The committee recommended that the preference for ASLCS Standing Committee meetings would be for Wednesday, July 24, from 2:45 p.m. to 5:00 p.m. It was announced that the Executive Committee meeting would be on Friday, July 26 at 2:15 p.m. Also, Joan stated that there would be a concurrent session on Parliamentary Procedure on Friday, July 26, and that Craig Zablocki, who provided a plenary workshop on stress reduction and communications skills in the workplace at the ASLCS meeting in Minnesota, would also be a presenter at a session at NCSL. Additionally, it was announced, following comments and discussion, that the meeting of Mason's Manual Study Commission would be set tentatively for Saturday, July 27, at 1:00 p.m. in Denver.

Legislative Staff Coordinating Committee (LSCC) Representatives

President Hall indicated that current ASLCS Standing Orders state that the President and the Immediate Past President shall represent the Society on LSCC but that it would be extremely beneficial to have the President and

the President Elect attend. She reported that a proposal is being developed with LSCC to have some additional at-large representatives on LSCC. If adopted, the proposal would make it possible to have an additional member of ASLCS on LSCC and allow ASLCS to make the transition from representation by the President and Immediate Past President to the President and the President-elect.

NCSL Executive Committee

Susan Schaar announced that her term on the NCSL Executive Committee would be expiring at the NCSL meeting in Denver and that there are no other members of the Society on NCSL's Executive Committee. JoAnn Hedrick announced that she would be a candidate for one of the positions on the NCSL Executive Committee and requested the Executive Committee write a letter of support for her candidacy. Pat Saville also announced her intention to seek one of the positions on the NCSL Executive Committee. Following brief remarks and words of encouragement by committee members, Mark Corrigan moved that the ASLCS Executive Committee write letters of support for JoAnn Hedrick and Pat Saville for their candidacies for election to the NCSL Executive Committee. Karen Wadsworth seconded the motion. The motion carried by unanimous consent on voice vote.

International Directory - Publication Standards - Amendment to Standing Orders

Susan Schaar, Chair of the International Communication and Development Committee, reported that the Standing Orders relating to the International Directory in Section 3 mandate that the International Directory be printed annually by January 31 of each year. Susan stated that it was difficult to obtain the information regarding the Executive Committee membership of the various associations including addresses, telephone numbers, fax numbers and e-mail addresses and have it printed by the current deadline of January 31. It was requested that the date be changed from January 31 to February 28. Mark Corrigan moved that the last sentence of the Standing Orders relating to the International Directory in Section 3 be amended as follows: *"It shall be printed by January 31 FEBRUARY 28 of each year."* Judy Barrows seconded the motion. The motion carried by unanimous consent on voice vote.

Joint Canadian/American Host Site for 2003 Joint Meeting - Wilmington, Delaware

JoAnn Hedrick requested the Executive Committee to consider Wilmington, Delaware, as the site for the 2003 Joint Canadian/American Meeting in the United States. JoAnn stated that the Joint Canadian/American Meeting is held in odd-numbered years and that in 2003 it is the Society's turn to host the meeting. She indicated that Wilmington's close proximity to Philadelphia and Dover would afford an opportunity to visit Delaware's state capitol and also to visit Independence Hall in Philadelphia. The tentative date for the meeting would be in mid-October. The final decision on the exact date would be determined after consultation with the Association of the Clerks-at-the-Table of Canada. Following brief discussion and expressions of gratitude to Delaware, Ann Cornwell moved that Wilmington, Delaware be selected as the site of the 2003 Joint Canadian/American meeting. Pat Saville seconded the motion. The motion carried by unanimous consent on voice vote.

International Meetings - Invitations

President Hall reported that she had received correspondence from Greg Putz, President of the Association of the Clerks-at-the-Table in Canada and the Association of Chief Clerks of Mexico's State Legislatures and the Federal District of Mexico (ANOMAC) inviting three representatives of ASLCS to attend their respective annual meetings. The Clerks-at-the-Table meeting in Canada is scheduled for August 6 - 10 in Ontario, Canada and ANOMAC's meeting is scheduled for August 7-10 in Manzanillo, Mexico.

Due to the conflict in dates, President Hall indicated that there would be additional communication but that in any event the Society was extremely honored to be invited and that ASLCS would definitely send representatives to the respective meetings.

Adjournment

There being no further business, Bruce Jamerson moved that the meeting be adjourned. Mark Corrigan seconded the motion. The motion carried by unanimous consent on voice vote.

Technology and Innovation Committee



Matt Schuler
Ohio
Committee Chair



Burney Durham
Tennessee
Vice Chair



Brad Hendrickson
Washington
Vice Chair

The meeting of the Technology & Innovation Committee was called to order by Associate Vice Chair, Brad Hendrickson, on Saturday, December 1, 2001 at the Embassy Suites Hotel in Las Vegas, Nevada. The meeting was attended by:

Bruce Jamerson, VA Donna Doyle, WI Connie Peltier, MN
Dowe Littleton, AL Matt Baker, NV Patsy Spaw, TX
Kirsten Waid, AK Heidi Vogel, AK George Bishop, VA

Minutes

Brad noted that Matt Schuler (Chair), Burney Durham (Vice Chair) were unable to attend. On Matt's behalf, Brad asked members for suggestions regarding this year's T&I committee goals and objectives. The committee continued earlier discussions from the Fall meeting regarding Matt's idea of a "best practices" guide to managing technology projects in the legislative environment (Matt had offered to share a guide developed in Ohio). The ASLCS web page and listserv were also briefly discussed. Some committee members mentioned problems loading the Clerks & Secretaries web site (<http://www.ncsl.org/programs/legman/aslcs/cshome.htm>), and there was

interest expressed in having a more full-featured listserv capable grouping of response messages (digests). Both concerns were to be transmitted to NCSL's web contact (ncslnet-admin@ncsl.org).

The committee also discussed possible seminar topics and vendor fair arrangements for the 2002 Fall - professional development meeting in Portland, OR. Proposed seminar topics included:

- Best IT practices.
- Use and implementation of mobile, wireless devices (PDA's, web-enabled cell phones, etc.).
- Managing the flood of e-mail.
- Security technology (cameras, metal detectors, mail screening, etc.).

There being no further business, the meeting was adjourned.



The Technology and Innovation Committee met on Saturday, April 27, 2002, in Montgomery, Alabama. At 9:00 a.m. the meeting was called to order with Chair George Bishop, Virginia, presiding. The following members were present:

George Bishop, Chair, VA Burney Durham, Vice-Chair, TN Judy Barrows, ME

Bruce Jamerson, VA Donna Doyle, WI Suzan McClelland, AL

Others in Attendance:

Judy Hall, ASLCS President Frank Rocco, PSA, Inc.
Tom Cantwell, Daystar Computer Systems

Minutes

Listserv

The committee discussed an idea that had been mentioned in a previous meeting to organize an index of the Society's Listserv questions and responses. Theoretically, the Listserv information would be available on the ASLCS web site, it would be organized by topic, and it would be fully searchable. A motion was made by Burney Durham and seconded by Bruce Jamerson that the committee chair invite the NCSL web master to attend the committee's next meeting in Denver, Colorado to discuss the possibility of adding this feature to our web site. The motion carried unani-

Concurrent Sessions at ASLCS Fall Meeting

The committee discussed a number of possible topics for concurrent sessions at the Fall Professional Development Seminar to be held in Portland, Oregon in September. The chair advised the committee that the Program Committee was considering creating a “Technology Track” for the Fall meeting, and that in so doing, the Program Committee would be relying heavily on the Technology to develop the concurrent sessions for this Technology Track. The chair received positive feedback for this approach to the Fall meeting, and indicated that he would relay the committee’s views to the Program chair. The committee then discussed the topics that had been developed in the Winter meeting, and after much discussion, added a potential topic entitled “Managing Technology in the Legislature”.



George Bishop, Virginia,
Chairman

Vendor Fair at ASLCS Fall Meeting

The chair updated the committee on the status of the Vendor Fair for the Fall meeting in Portland. President Hall and the Program chair had indicated a desire to hold the Vendor Fair on Thursday, which is the first full day of the meeting. They had also suggested that vendors and Society members be encouraged to schedule individual meetings during the Fall meeting to allow for more interaction between vendors and potential clients. The chair asked for volunteers to assist him in contacting vendors that might be interested in participating in the Vendor Fair. Susan McClelland (AL) graciously volunteered to assist with this project. The chair assured the committee that all of the vendors who participated in 2001 would be contacted and asked to participate in 2002.

Additions and Modifications to ASLCS Web Site

The chair initiated a discussion about the current state of the ASCLS web site. The committee clicked through various pages of the site to view examples of incomplete data, dead links, and various other modifications that require attention. The chair indicated that he would discuss the need to bring the site up-to-date with the appropriate NCSL staff members. The chair asked that all committee members browse through the ASLCS web site and report any bugs or quirks that they encounter to him so that he may bring them to the attention of the NCSL staff.

In addition, the chair raised the issue of adding a new section to the ASLCS web site. Similar to a section found on the NALIT web site, the committee entertained the idea of adding an area that would serve as a depository for meeting material and presentations given at ASLCS concurrent and plenary sessions and ASLCS-sponsored meetings at the NCSL Annual Meeting. The committee viewed examples of this type of information on the NALIT web site. The motion was made by Burney Durham, and seconded by Bruce Jamerson, that the chair approach the Executive Committee to ask their approval to explore this idea as a possible addition to the ASLCS web site. The motion carried unanimously.

Adjournment

Burney Durham moved, seconded by Bruce Jamerson, that the meeting adjourn. The motion carried. The meeting adjourned at 10:05 a.m.

Bylaws and Standing Orders



JoAnn Hedrick
Delaware
Committee Chair

The winter meeting of the 2001-2002 , Bylaws and & Standing Orders Committee was held on Saturday, December 1, 2001 at 9:00 a.m. in Las Vegas, Nevada. The meeting was called to order by the Chair, JoAnn Hedrick. In attendance:

Marilyn Eddins, CO
Carmela Bills, VA
Ann Cornwell, AR
Suzi Lowell, AK
Susan Schaar, VA

Diane Bell, FL
Joe R. Blough, OK
Mike Linn, MN
Pat Saville, KS
Karen Wadsworth, NH

Minutes

On a motion by Carmela Bills and a second by Pat Saville, the minutes of the September 18 meeting in Bloomington, MN, were approved.

The Chair announced a new project for the committee would be to update the index of the bylaws and standing orders, and also look into the feasibility of creating a separate index for each. Judy Hall, President of ASLCS, was in agreement with this project, but requested that the present combined index be updated and kept current. The Chair charged the committee to work on this project individually and the results would be compared at the spring meeting.

Mike Linn introduced a proposed amendment to the Standing Orders, Section IX. *Videotape of State Dinner*. He would propose to amend the Section as follows: "Copies of the state dinner videotape will be made and presented to the outgoing president, the incoming president, the outgoing associate vice president, archives, the host state, and any recipients of special awards presented at that state dinner." JoAnn Hedrick will present the proposed amendment to the Executive Committee.

Ann Cornwell informed the committee that the Executive Committee had adopted the Associate Exchange Program adding Section XIV to the Standing Orders, and an amendment to Section XIII that budgeted money for travel reimbursement for the Associate Exchange Program. These have not been incorporated into the standing orders as yet. Pat Saville and JoAnn Hedrick noted additional changes that were previously adopted by the Executive Committee that had not been incorporated. Pat Saville, Diane Bell, Mike Linn, and Ann Cornwell will review the standing orders for additions, and as soon as this is completed, the committee will be mailed new copies. It was suggested that in the future, any updates be sent to the Bylaws Chair and to the NCSL staff liaison, Joan Barilla. The committee will begin updating the index as soon as new copies are complete.

Suzi Lowell, Chair of the Roster Committee, discussed an amendment to the standing orders regarding the deadline for inclusion in the ASLCS Roster. She will take suggestion to the Executive Committee if her committee decides it is necessary.

On a motion of Karen Wadsworth and a second by Carmela Bills, the meeting was adjourned.



Greg Grey
West Virginia
Vice Chair



Marilyn Eddins
Colorado
Vice Chair

The spring meeting of the ASLCS Committee on Bylaws and Standing Orders Committee was held on Saturday, April 27, 2002 at the Embassy Suites in Montgomery, Alabama. The following members and interested others were present:

- | | |
|----------------------------|---------------------|
| JoAnn Hedrick, Chair, DE | Mark Corrigan, PA |
| Joan Barilla, NCSL Liaison | Judy Hall, OR |
| Diane Bell, FL | Mike Linn, MN |
| Carmela Bills, VA | Pat Saville, KS |
| Joe Blough, OK | Susan Schaar, VA |
| Sharon Carter, TX | Karen Wadsworth, NH |
| Ann Cornwell, AR | Denise Weeks, NC |

Minutes

The meeting was called to order at 9:05 a.m. by the Chair who entertained a motion to approve the minutes of the previous meeting, which was held in Las Vegas, Nevada, on December 1, 2001. Karen Wadsworth moved to approve the minutes. Carmela Bills seconded the motion. Mike Linn noted that Joan Barilla's name had been misspelled and, after the Chair said she would make the correction, the minutes were unanimously approved.

Our President, Judy Hall, informed the Committee that the ASLCS Special Committee on the Nomination Process is working on a new Standing Order that will be entitled Executive Committee. It will probably be ready for approval at the NCSL Annual Meeting in Denver in July.

Ann Cornwell, Mike Linn and JoAnn Hedrick had prepared updates to the index for the Standing Orders, copies of which were distributed. Committee members will compare and contrast these separate indexes and merge them where necessary to create a comprehensive index document.

Ann and JoAnn had also prepared a separate index for the Bylaws and Ann had prepared a Table of Contents. Copies of these documents, as well as copies of the Bylaws and Standing Orders, were also distributed. Because there was no workspace where we could spread out all of these documents, we agreed to work on them independently and bring "clean" documents to the meeting in Denver.

Susan Schaar pointed out the historical value to the Society of the Standing Orders. She suggested that it would be beneficial to arrange the sections in a more logical order, perhaps alphabetical. Susan, JoAnn, Mike Linn and Pat Saville will work on reorganizing the Standing Orders that may result in additional sections being created.

It was noted that the rearrangement would skew the index. However, it will only be the section numbers that will have to be changed, so Committee members will proceed with the indexing project.

With no further business to consider, Karen Wadsworth moved to adjourn. The motion was seconded by Denise Weeks and the meeting was adjourned at 9:40 a.m.

International Communication and Development



Susan Schaar
Virginia
Committee Chair

The International Communication and Development Committee met Saturday, December 1, 2001, in Las Vegas, Nevada. The meeting was called to order by the Chair Susan Schaar. The following members were present:

Dave Avant, AL	Diane Bell, FL	Carmela Bills, VA
Ann Cornwell, AR	Marilyn Eddins, CO	Joanne Hedrick, DE
Pamm Juker, ID	J.R. Rodrigue, CO	Pat Saville, KS
Ann-Marie Sweeney, PA		Kirsten Ward, AL

Minutes

The committee was divided into four subcommittees. They are:

- International Directory (Ann-Marie Sweeney, Chair)
- Scrapbook (Janet Pruitt, Chair)
- ANOMAC Intern Program (Carmela Bills, Chair)
- Affiliation Process (Susan Schaar, Chair)

It was decided that due to the small number of attendees the full committee would discuss each subcommittee's area of responsibility and plan a course of action. The first item was the intern program. This originally was suggested as an exchange program but the committee decided that a proposal would be developed to offer an internship program to our ANOMAC colleagues. The subcommittee will develop the proposal and, with approval from the Executive Committee, solicit states to offer an internship with their legislatures. JoAnn Hedrick offered to research the exchange program with Canada, and the subcommittee will use it as a guide in developing the proposal.



Janet Pruitt
North Carolina
Vice Chair

The scrapbook subcommittee will work on documenting the history of the affiliations with ANOMAC, ATELCA and Australia. The subcommittee will collect letters, certificates and photos of the respective meetings and compile a scrapbook that will be passed from chair to chair and eventually archived. After discussion, it was also determined that the scrapbook could be scanned for use on conference visits.

The International Directory will include photographs of the leadership of the various organizations this year. The committee has already received photos and information from Australia, and calls have been made to ANOMAC and ATELCA for their information. Carmela will work with Ann-Marie to get information from South Africa.



Ann Marie Sweeney
Pennsylvania
Vice Chair

Discussion was held on developing guidelines for other countries wishing to affiliate with ASLCS. It was felt that formal guidelines would eliminate a lot of the questions that came with Australia's request to affiliate. Inquiries have been received from other countries including South America and South Africa. The subcommittee will target the spring meeting for a proposal.

There being no further business, the meeting was adjourned.

The International Communication and Development Committee met on Saturday, April 27, 2002, in Montgomery, Alabama. The meeting was called to order by the Chair Susan Clarke Schaar. The following members were present:

Carmela Bills, VA
Ann Cornwell, AR
JoAnn Hedrick, DE

Sharon Carter, TX
Denise Weeks, NC
Ann-Marie Sweeney, PA

Diane Bell, FL
Pat Saville, KS
Dave Avant, AL

Minutes

Ann-Marie Sweeney made a report on the International Directory and distributed copies. It was determined that the Canadian Clerks page needed to be corrected. It was agreed that the corrections would be made and photos obtained. Errata sheets would be printed and the relevant pages corrected before the directories were mailed. Special thanks were given to Ann-Marie and Mark Corrigan for printing the directory for ASLCS.

The chair then appointed a subcommittee of Susan Schaar, Denise Weeks, Jo Ann Hedrick, Diane Bell and Dave Avant to develop proposed guidelines for other countries to affiliate with ASLCS. It is hoped that the guidelines would eliminate some of the questions that arose during the affiliation process with the Australians and expedite the process.

The next item of business was a request by Russell Grove to participate on a panel at NCSL. It was decided that Susan Schaar would contact Russell and invite him to make a presentation to this committee on how the Australians formed their association and developed their by-laws.

Discussion then moved to the possibility of committee members contacting the Mexican and Australian clerks via email similar to a “pen pal” program. A similar program is being conducted by the Canadian-American Relations Committee. There was a lot of interest and the chair will survey the committee to determine who would like to participate.

The issue of the scrapbook was deferred to the next meeting of the committee in Denver.

The committee then proceeded to review the guidelines for an exchange program between the American and Canadian clerks. This was used as a format to develop an internship program for the Mexican clerks. After reviewing and discussing the program, Carmela Bills was charged with finalizing the proposal and bringing it to the committee in Denver for discussion and adoption of a recommendation for the Executive Committee.

Carmela Bills also reported that the site of the Mexican conference has been set for the state of Colima. The dates are still being discussed as the initial date’s conflict with the Canadian meeting.

There being no further business the meeting was adjourned.

The Legislative Administrator Committee



Larry Cottingham
Oklahoma
Co-Chair

The Legislative Administrator Committee met on Saturday, December 1, 2001, in Las Vegas, Nevada. The meeting was called to order with Co-Chair Joe R. Blough, Oklahoma, presiding. The following members were present:

Bruce Jamerson, VA
Suzi Lowell, AK
Laura Clemens, OH

Annette Moore, UT
Russell Humphrey, TN

Others in Attendance:

Heidi Vogel, AK
Joan Barilla, NCSL
Mike Fina, OK

Brian Weberg, NCSL
Judy Hall, OR

Minutes

Joe R. Blough made a brief introduction and informed the committee that Co-Chair, Larry Cottingham, OK, had been called home due to the death of his mother.

There was a motion by Bruce Jamerson, VA, to adopt the minutes of the previous meeting. The motion carried.

A discussion of the regarding the current status of the *Administrator* was held. Topics discussed included, cut off dates, materials to include, and the best form for submitting articles for publication.

Discussion was also held regarding the *States at a Glance* section of the *Administrator*. Joe Blough told the committee that they were having a difficult time getting items to include submitted for this section. Bruce Jamerson suggested leaving out the states that didn't send in information, attempting to use alternative sources, or contacting the principal's of the respective states.

Laura Clemens discussed continuing to include in the new members in the Summer issue. Bruce Jamerson explained that continuing to include the new members in the *Administrator* would serve as a supplement to the *Roster*. The committee agreed that the practice should continue if possible.

There being no further business, the committee was adjourned upon a motion by Laura Clemens.



Joe Blough
Oklahoma
Co-Chair



Carmen Cauthen
North Carolina
Vice Chair

The legislative Administrator Committee met at 10:00 AM on Saturday, April 27, 2002 in Montgomery, Alabama. The meeting was called to order with Co-chairs Larry Cottingham and Joe Blough, Oklahoma, presiding. The following committee members were present:

Bruce Jamerson, VA

Annette Moore, UT

Laura Clemens, OH

In addition, our President, Judy Hall was in attendance as was Mike Fina, Oklahoma House, our official photographer.

Minutes

The committee discussed the last issue and plans for the next issue. Response from the Winter issue has been great and over shadowed a couple of mistakes. In the next issue we planned for another unique cover, either a split cover or one with Montgomery on the front and Vegas on the back or visa-a-versa.

The response from including the National Session Schedule was so great we decided to include it in each edition.

The Associate Exchange Program was discussed and plans were made to do a layout of the three participants. The Executive committee requested that the Support Committee gather the articles from the participating states as well as the participating Associates and consolidate them into a layout to be placed in the Summer issue.

Finally, the committee discussed ways to increase the “States at a Glance” portion of the Magazine. It was felt that this could be accomplished by members of the committee contacting states in their area and encouraging them to submit articles.

The deadlines for the next issues were discussed.

Without objection the meeting was adjourned.



Roster Committee



Suzi Lowell
Alaska
Co-Chair

Co-Chair Suzi Lowell called the winter meeting of the Roster Committee to order at 11:00 a.m., December 1. The following members were present:

Heidi Vogel, Co-Chair; AK Kirsten Waid, Vice Chair; AK Marilyn Eddins, CO

Minutes

The minutes of the 2001 fall meeting of the Roster Committee in Minnesota were approved.

Heidi Vogel distributed a draft of an ASLCS Roster Manual that is being prepared to accompany the Chair transfer of the Roster Committee. She mentioned that the current Quark Program only runs with Windows 95. If the next Committee uses a more current version of Windows, the Quark Program will need to be updated.

Discussion followed regarding the deadline for submission of information and photos for the Roster. The deadline for ASLCS membership is April 15. Membership information and pictures for the Roster must be received by May 15. There is a tight schedule this year because the Roster needs to get to the printer by June 12.

The Committee considered ways that committee members from other states could participate in preparation of the Roster. It was pointed out that it is hard to use out-of-state members, even for proofing, because it slows down the process. The conclusion was that out-of-state members would be most useful after April 15. They could telephone all ASLCS members who had not submitted information and either get the information or encourage them to send in the information before May 15.

There was further talk about who the information should be requested from - the principals themselves or the associates under them. It was decided that the Principals would be mailed a letter requesting information on themselves and each of the associate members under them. A separate e-mail will also be sent to each associate member.

There being no further discussion, the meeting was adjourned.

(The Roster Committee did not meet in Montgomery. The following was submitted.)

Roster Committee Update

The Roster Committee has sent copies of each State's Roster pages to the Principals for their respective states. Also included were memoranda requesting data corrections and new photos for renewing members, and data information and photos for new members. More than half of the Principals has already responded and we are much further ahead than we were at this time last year.

The deadline for paying dues was April 15 and Treasurer Norm Moore has been sending weekly updates on the membership. We just about have a complete list of paid up members. There are a couple of exceptions, where members sent checks which Norman didn't receive. He is waiting for checks to be resent on those people.

An instruction manual that will accompany the transfer of the Roster Committee to a new Chair is also more than half-finished.



Heidi Vogel
Alaska
Co-Chair



Kirsten Waid
Alaska
Vice Chair

Canadian/American Relations Committee



The Canadian-American Relations Committee met on Saturday, December 1, 2001 at the Embassy Suites in Las Vegas, Nevada. The meeting called to order by chair, J.R. Rodrigue, Colorado. Present at the meeting were:

Ann Cornwell, AR	Norm Moore, AZ	Pamm Juker, ID
Ann Marie Sweeney, PA		Dave Avant, AL

Minutes

Minutes of the meeting in Minnesota were read and approved. J.R. reported on the joint meeting she attended in October at Ottawa (Ontario) and Mount Tremblant (Quebec) Canada. Both reports are published in the Administrator.

One of the goals of the committee is to secure a site for the Joint Canadian-American Meeting to be held in the U.S. in 2003. There are not offers currently in front of the site selection sub-committee. It was decided to communicate with the Canadian clerks-at-the-table and coordinate a possible meeting time in 2003.



The Canadian-American Relations Committee met on Saturday, April 27, 2002, in Montgomery, Alabama at 10:00 am. Due to her legislative duties, Committee Chair J.R. Rodrigue, Colorado was unable to attend. At the Chair's request, Dave Avant, Alabama called the meeting to order. The following committee members were in attendance:

JoAnn Hedrick, DE	Pat Saville, KS	Denise Weeks, NC
Susan Schaar, VA	Ann Cornwell, AR	Sharon Carter, TX
Carmela Bills, VA	Ann-Marie Sweeney, PA	Norman Moore, AZ
ASLCS President, Judy Hall, OR		

Minutes

The acting Chair entertained a motion to review the minutes of the previous Las Vegas meeting at the committee's next meeting in Denver, since the committee had not reviewed the minutes. Said motion was duly seconded and adopted.

JoAnn Hedrick, Chief Clerk of the House of Representatives DE, represented herself and Bernard J. Brady, Secretary of the Senate, DE in extending an invitation to host the Joint Canadian-American meeting in Wilmington, Delaware in October 2003. JoAnn's very eloquent presentation to the committee included literature on hotels, the city, and cultural life in Wilmington. She also discussed going to Philadelphia, Pennsylvania with its history for the group while in Wilmington. At the conclusion of her presentation, Susan Schaar made the motion, seconded by Ann Cornwell, that the committee accept Delaware's invitation and that the Canadian-American Relations Committee recommended to the ASLCS Executive Committee that Wilmington, Delaware be the host site for the joint meeting. The motion was unanimously adopted.

JoAnn agreed to make the same presentation to the Executive Committee which was to meet Saturday afternoon, April 27, 2002.

There being no further business the committee adjourned.



J.R. Rodrigue
Colorado
Committee Chair



Steven James
Massachusetts
Vice Chair



Steve Marshall
Vermont
Vice Chair

Inside the Legislative Process Committee



Millie McFarland
Maine
Committee Chair

The Inside the Legislative Process Committee met on Saturday, December 1, 2001, in Las Vegas, Nevada. The meeting was called to order with Associate Vice Chair Jeff Finch, VA, presiding. The following members were present:

Russell Humphrey, TN
Ann-Marie Sweeney, PA
Jacqueline Sneddon, NV

Scott Maddrea, VA
Laura Clemens, OH
Tara Perkinson, VA

Also in attendance were Joan Barilla, ASLCS Liaison to NCSL and Brian Weberg with NCSL.

Minutes

A motion to approve the minutes of the September 18, 2001, Annual Meeting held in Bloomington, Minnesota, was made by Scott Maddrea, VA, and seconded by Laura Clemens, OH. The motion carried.

Inside the Legislative Process Update

The members of the committee were apprised that the Inside the Legislative Process updates had been received from the printer and were scheduled to be mailed out in the next week. These updates were to Tabs 1, 2, 5, and 7. Tab 1 was a complete rewrite and Tabs 2, 5, and 7 were additions to the present material.

Inside the Legislative Process Staff Transition

Brian Weberg with NCSL advised the committee that NCSL would be transitioning the administrative oversight responsibilities of Inside the Legislative Process from Brenda Erickson to Joan Barilla. He further advised that Brenda would still maintain certain duties relative to the production of the document. It was anticipated that this transition would be completed by the NCSL annual meeting in Denver, if not sooner.

Development of Survey to Identify Next Sections to be Updated

The committee discussed the need to update and add certain material to the Inside the Legislative Process publication. It was agreed that the procedure by which the next topics would be decided would be through a survey and ranking of topics.

The committee would develop a survey that would include the following:

- Provide a list of current sections that have not been updated in the last 10 years. Each principal would be asked to rank the top three (3) sections that they believe requires updating at this time.
- Provide each principal a list of new idea topics; e.g. each state's session convening/adjourning information. Each principal would be asked to rank the top three (3) new ideas.

From these two sets of rankings, the committee will determine the next sections to be updated or added.



Russell Humphrey
Tennessee
Vice Chair



Jeff Finch
Virginia
Vice-Chair

- Provide each principal a list of new idea topics; e.g. each state's session convening/adjourning information. Each principal would be asked to rank the top three (3) new ideas.

From these two sets of rankings, the committee will determine the next sections to be updated or added.

Listserv Appendix for Inside the Legislative the Process

Ann-Marie Sweeney, PA, suggested that the committee should explore adding an appendix section that would incorporate the various ASLCS Listserv questions and responses. After discussion, the committee agreed that this idea should be further explored. It was agreed that for each Listserv question included in the appendix it would be helpful to include for each the following information:

- Question
- Date Asked
- Number of Responses Generated

Further, it was agreed that a URL address link should be included for each Listserv question so that the user could use that information to go directly to the Listserv data as it is stored in the Listserv database. There was also discussion related to the need to review and edit Listserv responses so that only pertinent substantive information directly related to the Listserv question is provided.

Review of Current inside the Legislative Process Contents

It was discussed and agreed that there was a need to review the contents of the current Inside the Legislative Process contents to determine the relevance, timeliness, and possible redundancy of information (as related to other NCSL staff sections projects and publications).

Development of Timetable

The committee also discussed the need to develop a standardized process whereby each tabs contents are reviewed and updates or new information is added in a more timely manner.



Adjournment

Without objection the meeting adjourned to meet again at the ASLCS Spring Meeting in Montgomery, Alabama.

The Inside the Legislative Process Committee met on Saturday, April 27, 2002 in Montgomery, Alabama. Jeff Finch, Associate Vice Chair, called the meeting to order. The following members were present:

Laura Clemens, OH

Scott Maddrea, VA

Tara Perkinson, VA

Ann-Marie Sweeney, PA

Others in Attendance:

Mark Corrigan, PA

Judy Hall, OR

Brenda Erickson, NCSL staff

Minutes

The committee reviewed the draft of the 2002 comprehensive Inside the Legislative Process survey. The committee members discussed the proposed changes submitted by committee members as well as other revisions offered by members in attendance at the meeting.

Brenda Erickson indicated that she would revise the draft to incorporate the committee's changes and would re-send the draft to committee members in the month of May. The goal for sending out the final version to principal members of ASLCS would be June 1 with a return request date of July 19 for the completed survey.

In addition, Mark Corrigan, on behalf of Pat Saville and the President's Special Budget Committee, requested that the Inside the Legislative Process Committee include as an addendum to the Inside the Process survey, a special survey requesting information on how Clerk's and Secretary's pay for society dues (state funds or "out-of-pocket" funds) for both principals and associates. This survey will be sent as a separate document and will be for the Executive Committee's use only.

There being no further business to come before the committee, the meeting was adjourned to meet again at the NCSL annual meeting in Denver, Colorado, July 23-27.



Professional Journal Committee



The meeting of the Professional Journal Committee was called to order at 11:00 a.m. on Saturday, December 1, 2001. The following members were present:

Annette Moore,; UT
Scott Maddrea, VA

Sandy Tenney,, UT
Russell Humphrey, TN

Minutes

A motion to approve the minutes of the September 18, 2001, fall meeting was made by Scott Maddrea and seconded by Sandy Tenney. The motion carried.

There being no further business the meeting was adjourned.



*Spring Meeting - Embassy Suites
Montgomery, Alabama - April 27, 2002*

The meeting of the Professional Journal Committee was called to order by the Chair, Annette Moore, at 11:00 a.m. on Saturday, April 27, 2002, in Montgomery, Alabama. The following members were present:

Annette Moore,, UT Sandy Tenney, UT Scott Maddrea, VA.
Also in attendance was Brenda Erickson from NCSL.

Minutes

The chair entertained a motion to approve the minutes of the December 2, 2001, meeting in Las Vegas, Nevada. The motion made by Sandy Tenney and seconded by Scott Maddrea passed unanimously.

The Spring edition of the *Journal* was discussed. The chair anticipates four articles for this edition, the last of which is scheduled to be submitted no later than April 30. One of the articles was reviewed again by the committee due to some substantial changes in format. It will be submitted to the author with the recommended changes for his review and approval. The time frame for mailing is projected to be the end of May. There was a discussion about who should receive the *Journal*. There were 1,000 copies mailed out in December, but there is some evidence that there were duplications. According to Brenda's recollection, they should go out to the NCSL Executive Committee, ASLCS members, legislative libraries, LSCC members, and possibly NCSL Foundation members. This suggests a total of a little over 800.

Scott shared some ideas for future editions. One is a follow-up article on some changes the Virginia Assembly made to its legislative process. Scott will write an article on measuring the effects of those changes and discuss the impact—positive and negative—on the process. At a previous meeting the committee discussed the possibility of publishing term papers written by college or post-graduate interns in the *Journal*. Scott proposed having a sort of “contest” to determine which papers would be published. Each state could be responsible for establishing the criteria and selecting one paper from that state. Then one edition of the *Journal* each year could be devoted to highlighting these interns' papers. Brenda will forward to Annette a list of intern coordinators from each state.

There being no further business before the committee, the meeting was adjourned at 11:45 a.m.



Annette Moore
Utah
Committee Chair



Janet Jones
Kansas
Vice-Chair



Sandy Tenney
Utah
Vice-Chair

Support Staff Committee



Norma Lowe
Arizona
Co-Chair

The Support Staff Committee met on Saturday, December 1, 2001, in Las Vegas, Nevada. At 10:08 a.m. the meeting was called to order with Co-Chair Norma Lowe, Arizona, presiding. The following members were present:

- | | | |
|--------------------|--------------------|-------------------|
| Cheryl Laube, AZ | Connie Peltier, MN | Matthew Baker, NV |
| George Bishop, VA | Donna Doyle, WI | Jeff Finch, VA |
| Harle Glover, NV | Mike Linn, MN | Scott Maddrea, VA |
| Tara Perkinson, VA | | |

Minutes

A motion to approve the minutes of the September 18, 2001, Annual Meeting held in Bloomington, Minnesota was made by Harle Glover, NV, and seconded by Connie Peltier, MN. The motion carried.

Norma Lowe read the following proposed recommendation to be made to the Executive Committee:

The Support Staff Committee being charged with the administration of the Associate Exchange Program makes the following recommendation:

That the Executive Committee accepts the following applicants for the Associate Exchange Program:



Cheryl Laube
Arizona
Co-Chair

Participants

- Tara Perkinson, Virginia Senate
Brad Hendrickson, Washington Senate
Betty Casey, Oklahoma Senate

Site Preference

- (Minnesota Senate)
(Florida House)
(Virginia House)

Alternate

- Patty Doublin, Oklahoma Senate (Florida House)

The program guidelines, state that the Support Staff Committee would recommend up to four (4) participants, each from a different chamber, and two (2) alternates to the ASLCS Executive Committee.

This recommendation keeps the chamber rotation on track without requesting the Executive Committee to make an exception.

A discussion was held regarding the applicants' first preference of host chambers. Connie Peltier, MN, moved, seconded by George Bishop, VA, to accept the proposed recommendation for the Associate Exchange Program to be made to the Executive Committee. The motion carried.



Connie Peltier
Minnesota
Vice Chair

Further discussion on the Associate Exchange Program was conducted later in the meeting.

Tara Perkinson, VA, suggested separating the Committee Staff from Support Services Staff.

A discussion ensued regarding the difference between members' real work titles listed on their registration forms and the staff breakout category they are placed in at the meetings.

Donna Doyle, WI, stated the Fiscal Administration is a pretty specialized area, but emphasized how important these breakout sessions are to her Fiscal Staff person's experience with the annual meeting.

The question was brought up as to how many states have Committee Staff being supervised by the Chief Clerk's or Secretary's Office. It was suggested that there are not many states where the Committee Staff are supervised by the Chief Clerk's or Secretary's Office.

Norma Lowe, AZ, stated the concerns that have been voiced to her are regarding the differences between Bill Index Staff and Status and History Staff. Bill Index Staff work with the subject matter of legislation such as bill titles, key words, etc., and Status and History Staff work with the status of where the bills are in the process.

It was explained that the Support Services Staff is a catchall group for all the smaller staff groups that support the process without being process driven.

After more discussion Donna Doyle, WI, suggested the Fiscal Administration Staff could be joined with the Support Services Staff which would increase the number of topics they could discuss and might increase interest in attendance. It was suggested that clarification of what Support Services involves be printed in the Seminar program to assist those members in selecting a breakout group to attend. It was also suggested that during this breakout meeting the individual staff units could break into small groups to discuss the more technical, detailed or specialized areas of interest to each staff unit.

Jeff Finch, VA, suggested the committee look at the job database to see how many members are currently in each job category. He further suggested checking with Joan Barilla, NCSL, to make sure the information in the database is up to date.

It was recommended that the ribbons be left alone at this time, and that at registration members be encouraged to attend the breakout session that most closely relates to the job they perform. It was added that no matter what the color/category of the ribbon worn, anyone may attend the breakout session that is of interest to him or her.

It was determined that this agenda item will need more discussion. Upon researching the job database this issue should be continued at the Spring Meeting.

Staff Group Breakout Session Facilitators

Comments regarding breakout session facilitators were noted:

- People like handouts.
- The direction of the breakout group is left up to the facilitator.
- Assistant Clerk's and Secretaries facilitator is the current Associate Vice President Tara Perkinson, VA, stated last year, Judy Barrows, former Support Staff Chair had given ideas for facilitators that were very beneficial.
- Connie Peltier, MN, stated it was her understanding members of the Support Staff Committee should be the ones volunteering or being asked/requested by the Chair to facilitate.

A discussion brought out that people who are not currently highly involved might not feel comfortable volunteering to facilitate, but would like to be asked. This is a way to pull those members out of their comfort zone. It was also suggested that if someone agrees to facilitate and then is unable to attend the annual meeting, other members should be asked if they would be available to act as a back up if this situation should arise.

Connie Peltier, MN, volunteered to be the Journal Staff breakout facilitator.

It was suggested an e-mail be sent to the committee members to solicit volunteers to facilitate the breakout sessions. It was further noted that it might be necessary to make telephone calls to acquire commitments to facilitate.

New Business

Associate Exchange Program – Questions arose regarding the administration of the Associate Exchange Program. It was asked what is the role of the Support Staff Committee in administering the Associate Exchange Program after the selection process has been completed. Will the committee be responsible for contacting the host chambers or the selected participants to help determine their dates of availability to complete the exchanges?

With the exchanges being completed before the next annual meeting, it was suggested that a concurrent session be held with the participants and representation from the host chambers relating their experiences. This would encourage more participation in the program.

It was further suggested that instead of a concurrent session the participants and representation from the host chambers be asked to share their experiences at the business or awards luncheon or at one of the breakfasts. Having these experiences portrayed at a general meeting would go further to encourage participation in the Associate Exchange Program. Applications could be made available for all those interested. A recommendation was also made that an article be placed in the Administrator relating the experiences of the participants and the host chambers.

Adjournment

Without objection the meeting adjourned at 11:05 a.m.

The Support Staff Committee met on Saturday, April 27, 2002, in Montgomery, Alabama. At 10:10 a.m. the meeting was called to order with Co-Chair Cheryl Laube, Arizona, presiding. The following members were present:

Judy Barrows, ME	Tara Perkinson, VA
George Bishop, VA	Suzan McClelland, AL
Donna Doyle, WI	Scott Maddrea, VA
Jeff Finch, VA	Mike Linn, MN

Others in Attendance:

Brenda Erickson, NCSL

Minutes

A motion to approve the minutes of the December 1, 2001, Winter Meeting held in Las Vegas, Nevada was made by Jeff Finch, VA, and seconded by Scott Maddrea, VA. The motion carried.

Associate Exchange Program

After some discussion the committee generally supported providing guidelines for reports rather than creating a form for participants and host chambers to fill out. A copy of the Associate Exchange Program Report from the Florida House of Representatives who hosted participant Brad Hendrickson from the Washington Senate was distributed to the committee. The committee maintained that providing report guidelines would be more helpful to participants and host states by encouraging more information and creative thinking for the reports rather than simply filling out answers on a form.

Tara Perkinson, VA, suggested that the Participant report guidelines be edited to combine two of the areas to state "What did you learn from the exchange and what can be implemented in your legislative position?"

She also suggested that instead of asking what part of the experience was the most difficult, it should be turned around to request suggestions on how to improve the experience or make it more useful. It is better to ask how to improve rather than what went wrong.

Without objection, the proposed Associate Exchange Program Report Guidelines were adopted. These guidelines will be presented to the Executive Committee at the NCSL Meeting in July. (See attached Associate Exchange Program Report Guidelines.)

A filing deadline was discussed. George Bishop, VA, explained that it was decided when the Associate Exchange Program was initiated, no deadlines would be imposed. Deadlines were rejected due to the various session schedules, if an exchange was made later in the year, this could create a problem with reporting by a specific date such as before the ASLCS Annual Professional Development Seminar. After some discussion, it was determined that since all the exchanges have been completed for this year, the reports should be filed with the Support Staff Co- Chairs and the Executive Committee before the NCSL Meeting in July. This will allow for the reports to be included in the third issue of the Administrator. The Associate Exchange Program application should also be included in the Administrator to encourage more participation. It was noted that another way to promote participation in the Associate Exchange Program would be to request the participants and host chambers, in addition to writing reports, to give a short verbal report on the exchange at the ASLCS Annual Professional Development Seminar.

It was also suggested that an e-mail be sent to the participants and host chambers noting these adopted guidelines and request the reports to be submitted to the Support Staff Co-Chairs and the Executive Committee prior to the NCSL Meeting in July 2002.

Concurrent Topics and Facilitators

The committee referred to the minutes of the last meeting with regards to possible concurrent topics, which had previously been discussed.

It was agreed that the concurrent topic “New Member Orientation” should be one proposed by the Support Staff Committee.

The topic on “Security - What Worked/What Didn’t” was discussed further. It was suggested that this topic might be less relevant in September, 2002, than when it was proposed at the 2001, Winter Meeting. Jeff Finch, VA, explained that in Virginia, even with well-intentioned security changes, it was discovered that they did not have the statutory authority to remove guns from people entering the Virginia House.

Cheryl Laube asked if the committee wanted to set this topic aside and consider others. After some discussion regarding the evolution of this topic, it was the determination of the committee that “Security” should be the second Support Staff concurrent topic.

Without objection, the two Support Staff Committee Concurrent Topics to be offered to the Program Development Committee will be: “New Member Orientation” and “Security/Lessons Learned.”

Exploration of Expanding Associate Categories for Breakout Sessions

Cheryl Laube noted that the ten Associate Staff Categories for breakout sessions noted on the agenda lists “Committee Staff” as a separate group. She explained the Executive Committee prior to the ASLCS 2001 Professional Development Seminar held in Minnesota approved this change. Due to extenuating circumstances regarding 9-11, which resulted in a much lower number of attendees, the Committee Staff breakout section was included with the Support Services Staff breakout group. She further explained that Judy Barrows, ME, former Support Staff Chairman, had been unable to attend the Winter Meeting in Las Vegas, Nevada, which delayed a communication, which explained that the Executive Committee had previously approved the “Committee Staff” category.

Cheryl Laube contended that the job titles of the associates in the Roster along with the associate job descriptions database on the ASLCS website do not really coordinate with the Breakout Categories. She explained that only 35 states have contributed information to the database and of those 35, only 16 have entries from both chambers, one of those being Nebraska, a unicameral. After some discussion, it was determined that the breakout categories are not defined anywhere and that the associates determine which category they think their particular job correlates to. Brenda Erickson, NCSL, explained historically, due to a limited number of available hotel meeting rooms, the number of breakout categories has stayed within a number that would coordinate with the number of rooms available. She added, if the categories get too defined, the groups could be too small to allow for any real networking or information to be shared.

Jeff Finch, VA, noted that the job description database has never been updated since its inception. He added that no one has taken on the responsibility of contacting the outstanding chambers to get their staff descriptions or to request updated information from the chambers that currently have job descriptions included in the job database.

The committee concluded that at this point in time, with no current complaints being offered regarding the breakout categories, the breakout categories should remain the same unless a future problem arises. Judy Barrows, ME, suggested that immediately after the next Professional Development Seminar, in Portland, OR, the new Support Staff Chairman contact the facilitators of the various breakout sessions and check to see if their groups were too big, too small, or too diverse. This will allow next year's Support Staff Committee to continue looking into any possible changes in the breakout categories.

Staff Group Breakout Session Facilitators

Cheryl Laube noted that Judy Barrows, ME, former Support Staff Chairman, had made available to possible facilitators, ideas on how to make their meetings a success. She asked the committee for any additional suggestions.

The following suggestions were made:

- Contact those associates originally scheduled to facilitate at the Minnesota meeting but who were unable to attend and ask them to facilitate a breakout group at the Portland Meeting.
- Encourage co-facilitating - this should provide more security for those not too sure about how to facilitate.
- Provide a "How To" packet to potential facilitators - this was started last year.
- Jeff Finch, VA, suggested the facilitator bring a case study to the meeting for the members of the group to help solve.
- George Bishop, VA, suggested something similar, asking everyone in the group to offer a problem from their respective state and then have the group go over each problem and suggest ways to solve the various dilemmas.
- The main objective of any facilitator is to get everyone in the meeting involved.

Cheryl Laube stated that with the above suggestions all that is needed now is volunteers. Scott Maddrea, VA, volunteered to facilitate the Committee Staff breakout group. George Bishop, VA, stated that knowing how important it is to get new people involved, he would e-mail the Technology and Innovation Committee members to promote interest in facilitating the Computer and Technology Support Services breakout group. He added that if no one volunteers, he would be glad to facilitate this group.

New Business

None

Old Business

None

Next Meeting

Cheryl Laube noted that the next meeting of the Support Staff Committee would be at the NCSL Annual Meeting, July 23-27, 2002, in Denver, Colorado.

Adjournment

Jeff Finch moved, seconded by George Bishop, that the meeting adjourn. The motion carried. The meeting adjourned at 11:00 a.m.

EXECUTIVE COMMITTEE MEETING

April 27, 2002

Agenda Item 6

New Business/Associate Exchange Program Discussion on Reports

**EXECUTIVE COMMITTEE MEETING CHANGES
TO SUPPORT STAFF COMMITTEE RECOMMENDATIONS.**

REGARDING THE ASSOCIATE EXCHANGE PROGRAM, THE EXECUTIVE COMMITTEE REQUESTED:

- 1. AS A COURTESY, A COPY OF EACH PARTICIPANT OR HOST CHAMBER REPORT BE SENT TO THE HOST CHAMBER OR PARTICIPANT (RESPECTIVELY).**
- 2. FOR FUTURE EXCHANGES (AFTER 2002), THE EXECUTIVE COMMITTEE DECIDED ON A REPORTING DEADLINE. PARTICIPANT AND HOST CHAMBER REPORTS WILL NEED TO BE SUBMITTED TO THE SUPPORT STAFF CHAIR AND THE EXECUTIVE COMMITTEE WITHIN ONE MONTH AFTER THE ASSOCIATE EXCHANGE HAS BEEN COMPLETED.**
- 3. ORIGINALS OF ALL ASSOCIATE EXCHANGE REPORTS WILL BE FILED WITH THE EXECUTIVE COMMITTEE FOR ARCHIVING.**
- 4. IN LIEU OF PUBLISHING ALL PARTICIPANT AND HOST CHAMBER REPORTS, THE SUPPORT STAFF CHAIR WILL WRITE AN ARTICLE FOR THE THIRD ISSUE OF THE ADMINISTRATOR SUMMARIZING THE PARTICIPANT AND HOST STATE REPORTS RECEIVED.**

Associate Exchange Program Report Guidelines

PARTICIPANT

Please submit a written report to the ASLCS Executive Committee (original) and a copy to the Support Staff Committee Chairman.

This Report should include:

Participant’s name, title, home chamber, Host State, chamber, dates of exchange

What the associate learned from the exchange and what can be implemented in their legislative position

What the associate shared

What benefit (if any) was this exchange to his/her chamber

Suggestions on how to improve the experience or make it more useful

Was the timeframe too long or too short

Do you feel the program should continue, and why

What kind of guidelines would you suggest for future exchanges

Did the program meet your expectations, explain

HOST CHAMBER

Please submit a written report to the ASLCS Executive Committee (original) and a copy to the Support Staff Committee Chairman.

This Report should include:

Host State, chamber, dates of exchange, participant’s name, title, home chamber

What was shared with the exchange associate

What benefit (if any) was the exchange to your chamber

Suggestions on how to improve the experience or make it more useful

Was the timeframe too long or too short

Do you feel the program should continue, and why

What kind of guidelines would you suggest for future host chambers

Did the program meet your expectations, explain

Membership and Communication Committee



Patsy Spaw
Texas
Committee Chair

December 1, 2001 Minutes

The Membership and Communication Committee met at 10:00 a.m. on Saturday, December 1, 2001, in Las Vegas, Nevada. The meeting was called to order by Chairman Patsy Spaw, Secretary of the Senate, Texas. The following members were present: Patsy Spaw, Texas - Chair; Jackie Sneddon, Nevada - Vice-Chair; Dowe Littleton, Alabama - Associate Vice-Chair; Mark Corrigan, Pennsylvania; Sandy Tenney, Utah; Karen Wadsworth, New Hampshire.

Also in attendance was our President, Judy Hall.

Minutes

Due to the events of September 11, there were no minutes of the previous meeting in Bloomington, Minnesota, to be approved.

Patsy Spaw, chairman, began the meeting by reviewing the responsibilities and goals of the committee and reporting that welcome letters had been sent to two new dues paying members, Linda Lehman and Gloria "Dodie" Schweitzer from the Pennsylvania House of Representatives.



Jackie Sneddon
Nevada
Vice Chair

The chairman then led a discussion of the new attendee events held at the Society's annual meeting in Minnesota. There was strong sentiment that, despite the low attendance numbers, new attendees were given much attention and made to feel welcome. Karen Wadsworth suggested that we retain the "unique fact" game but with a different theme. Committee members agreed and were asked to submit theme ideas prior to the spring meeting.

The committee discussed and suggested delaying the new attendee orientation until most conference attendees had arrived so that new attendees and their sponsors could attend orientation together. The committee recommended continuing the practice of the sponsors providing a gift for their new attendees, but the suggestion was made to reduce the maximum from \$15 to \$10. The gift is given at the new attendee orientation.

The committee decided to continue the registration desk sign-in sheet for sponsors and new attendees. This allows the new attendees to know when their sponsor arrives and vice versa. Sponsors will be encouraged to contact their new attendee as soon as possible to introduce themselves.



Dowe Littleton
Alabama
Vice Chair

The committee discussed additional games to be held throughout the conferences, prizes, and time and method of announcing winners. The committee will continue the discussion at the spring meeting.

Without objection, the meeting adjourned at 11:00 a.m.

The Membership and Communication Committee met on Saturday, April 27, 2002, in Montgomery, Alabama. At 10:00 a.m. the meeting was called to order with Dowe Littleton, Vice-Chair, Alabama. The following members were present:

- | | | |
|--------------------|----------------------|-----------------------------|
| Mark Corrigan, PA; | Burney Durham, TN; | Norman Moore, AZ; |
| Sandy Tenney, UT; | Karen Wadsworth, NH; | Joan Barilla, NCSL liaison. |

Minutes

The new attendee orientation is preliminarily scheduled for the first day of the fall professional development seminar, Thursday, September 19, 2002, from 5:00 - 6:30 p.m.

The committee discussed the various ideas for the theme for the new attendee orientation. In the interim since the winter meeting several ideas were submitted. There was a suggestion for a “Hollywood Squares” game with true and untrue facts and new attendees would be asked to determine which facts were true. Another suggestion was a maze based on “The Lord of the Rings.” After much discussion, the committee voted to return to a simpler theme—a birthday party theme. The idea of having cupcakes, cookies, lemonade, and water for refreshments was discussed, as well as the idea of assigning seating to the tables by month of birthday.

The committee continued the discussion begun at the winter meeting regarding the practice of sponsors providing a gift for their new attendees. The committee discussed reducing the maximum from \$15 to \$10 but decided to keep the \$15 limit on gifts.

Joan Barilla stated that ASLCS will supply new attendee/sponsor sign-in sheets for the registration desk.

The committee discussed the importance of the distinction between “new attendee” and “new member” and the fact that the fall orientation is specifically for new attendees.

Dowe Littleton reported that Patsy Spaw is updating the orientation pamphlet and will bring it to Denver for committee review and approval.

It was reported that the committee budget for the new attendee orientation is \$750.

Adjournment

Without objection, the meeting adjourned at 10:45 a.m.



Program Development Committee



The Program Development Committee met on Saturday, December 1, 2001 at the Embassy Suites in Las Vegas, Nevada. Those in attendance:

Laura Clemens, Chair, OH
Diane Bell, FL
Patsy Spaw, TX
Cheryl Laube, AZ
Donna Doyle, WI
Mike Linn, MN
Karen Wadsworth, NH
JoAnn Hedrick, DE
Matthew Baker, NV
Bruce Jamerson, VA

Tara Perkinson, Vice Chair, VA
Judy Hall, OR
Jacque Sneddon, NV
Norma Lowe, AZ
Connie Peltier, MN
Dowe Littleton, AL
Mark Corrigan, PA
George Bishop, VA
Harle Glover, NV
Jeff Finch, VA



Laura Clemens
Ohio
Committee Chair

Minutes

A motion was made and seconded to approve the minutes of the previous meeting.

The committee heard from ASLCS President Judy Hall on some of the arrangements already made for the fall meeting in Portland, Oregon. A draft agenda was distributed and, based on the input of the committee, several changes were made

Several suggestions were made regarding topics for the breakouts, including how to deal with the press, new member orientation, maintaining good relationships with leadership, time-management, security, etc. The committee members were asked to think about some other possible topics to be discussed at the Spring Meeting.

The committee agreed that we should extend an invitation to three speakers for the plenary sessions.

The Technology Committee asked that we include in the agenda some time for the vendor fair, which the committee agreed to do.

There being no further business, the committee adjourned.



The program committee minutes from Montgomery, Alabama were not available at the time of publication of this Administrator. The minutes will be included in the next issue.



Tara Perkinson
Virginia
Vice Chair

Site Selection Committee



The Site Selection Committee met on Saturday, December 1, 2001 at the Embassy Suites in Las Vegas, Nevada. The meeting was called to order by Chairwoman, Margaret Larragoite. The following members were present:

Pamm Juker, ID	Dave Avant, AL	Mark Corrigan, PA
Harle Glover, NV	Annette Moore, UT	Cheryl Laube, AZ
Norma Lowe, AZ	Sandy Tenney, UT	

Minutes

Minutes from the Annual meeting were not presented. The Chair and Vice Chair were unable to attend the Annual meeting in Bloomington, Minnesota, therefore, it is unknown if the committee met in Bloomington.

President Judy Hall reported on the goals and mission of the committee and explained the differences between a "Hosted", "Hybrid", and "No Host" meeting.

Maryland submitted information and literature for the committee's consideration of Maryland being a No Host Site for the 2004 Annual meeting. Joan Barilla, Staff Liaison (NCSL) being from Maryland gave information on Annapolis regarding the layout of the city and its amenities. A motion was made by Mark Corrigan and seconded by Sandy Tenney to accept Maryland for 2004 contingent upon availability of rooms. The Chair and Joan Barilla will be in contact with Maryland to ensure availability of rooms. Annual meetings are usually based on a block of 230 room. It was the hope of the committee that Maryland would be at the Spring meeting in Alabama to give a firm presentation of their plan. The committee also voted to send letters to all states requesting bids for the 2005 meeting and beyond.

The 2002 annual meeting will be in Portland, Oregon. The 2003 annual meeting will be in Scottsdale, Arizona. The 2004 annual meeting will be in Annapolis, Maryland contingent on the above.

There being no further business, the meeting was adjourned.



Margaret Larragoite
New Mexico
Committee Chair



Pam Juker
Idaho
Vice Chair



C.J. Beaty
Vice Chair

The Site Selection Committee met on Saturday, April 27, 2002 at the Embassy Suites in Montgomery, Alabama. The meeting was called to order by Ann Cornwell, President-elect of ASLCS. The following members were present:

Ann Cornwell, AR
Annette Moore, UT

Dave Avant, AL
Cheryl Laube, AZ

Sandy Tenney, UT

Others in Attendance:

Judy Hall, OR
Joan Barilla, NCSL, Staff Liaison

The Chair and Vice Chair were unable to attend the spring meeting.

Minutes

Ann Cornwell informed the committee that the 2004 annual meeting would not be able to be held in Annapolis, Maryland, as previously planned because of hotel room limitations. As an alternative the meeting will be moved to Baltimore, Maryland. Joan Barilla presented to the committee a list of 5 hotels in Baltimore, including dates available, guestroom pricing, meeting room rental, and key attributes and attractions. After discussion, Annette Moore moved and Sandy Tenney seconded that the committee recommend to the Executive Committee the following site:

Wyndham Baltimore Inner Harbor, Baltimore, MD
September 21-28, 2004
Fixed room rate for 2004 of \$140 single; \$150 double
Meeting room rental will be waived with 90% room pick-up
Hotel is located 10 miles from the airport

The motion passed by unanimous consent on voice vote.

There being no further business, the meeting was adjourned.



National Session Schedule



<u>State</u>	<u>Convenes</u>	<u>Adjourns</u>			
Alabama	Jan 08	April 22	Montana	---	---
			<i>No regular session in 2002</i>		
Alaska	Jan 14	May 14	Nebraska	Jan 09	mid April
Arizona	Jan 14	late April	Nevada	---	---
Arkansas	---	---	New Hampshire	Jan 02	July 01
California	Jan 07	Aug 31	New Jersey	Jan 08	*
Colorado	Jan 09	May 08	New Mexico	Jan 15	Feb 13
Connecticut	Feb 06	May 08	New York	Jan 09	*
Delaware	Jan 08	June 30	North Carolina	May 28	July
Florida	Jan 22	Mar 22	North Dakota	---	---
Georgia	Jan 14	mid March	<i>No regular session in 2002</i>		
Hawaii	Jan 16	early May	Ohio	Jan 02	*
Idaho	Jan 07	late March	Oklahoma	Feb 04	May 31
Illinois	Jan 09	*	Oregon	---	---
Indiana	Jan 07	Mar 14	<i>No regular session in 2002</i>		
Iowa	Jan 14	late April	Pennsylvania	Jan 01	*
Kansas	Jan 14	early May	<i>Expects to adjourn November 30</i>		
Kentucky	Jan 08	April 15	Rhode Island	Jan 01	late June
Louisiana	April 29	June 12	South Carolina	Jan 08	June 06
Maine	Jan 02	April 17	South Dakota	Jan 08	mid March
Maryland	Jan 09	April 08	Tennessee	Jan 08	late April
Massachusetts	Jan 02	*	Texas	---	---
Michigan	Jan 09	*	<i>No regular session in 2002</i>		
Minnesota	Jan 29	May 20	Utah	Jan 21	Mar 06
Mississippi	Jan 08	April 07	<i>Due to Winter Olympics, Leg. will recess Feb 9-24</i>		
Missouri	Jan 09	May 30	Vermont	Jan 08	early May
			Virginia	Jan 09	Mar 09
			Washington	Jan 14	Mar 14
			West Virginia	Jan 09	Mar 09
			Wisconsin	Jan 07	Mar 14
			<i>Expect to hold veto sessions May 14 & 15</i>		
			Wyoming	Feb 11	Mar 08

*=Legislature meets throughout the year

Committee Members



BYLAWS AND STANDING ORDERS COMMITTEE

Diane Bell, FL	Carmela Bills, VA	Joe Blough, OK	Ed Burdick, MN
Sharon Carter, TX	Barbara Ferguson, KY	John Garrett, VA	Linda Hawker, IL
Janet Jones, KS	Alice Ann Joseph, CT	Sven Lindquist, MN	Michael Linn, MN
Suzi Lowell, AK	Norman Moore, AZ	Patrick O'Donnell, NE	Carole Peterson, UT
Pat Saville, KS	Susan Schaar, VA	Butch Speer, LA	Karen Wadsworth, NH
Larry Warden, OK	Denise Weeks, NC	Jeannine Wood, ID	

INTERNATIONAL COMMUNICATION AND DEVELOPMENT

Steve Arias, NM	Dave Avant, AL	Mick Bailey, WV	Diane Bell, FL
Tom Bennett, WV	Carmela C. Bills, VA	Faye Blanton, FL	Kristin Canterbury, WV
Sharon Carter, TX	Claire Clift, NV	Ann Cornwell, AR	Patrice Dworak, MN
Londi Ensor, AK	Patrick Fuller, WI	Jhonnie Gillispie, FL	Linda Hawker, IL
JoAnn Hedrick, DE	Mary Ann Horch, VA	Alice Ann Joseph, CT	Pamm Juker, ID
Tim Kehoe, CT	Joe Koval, WV	Sven Lindquist, MN	Steve Marshall, VT
Mary Mendel, IN	Jose' Nazario, PR	Carole Peterson, UT	John Phelps, FL
Barbara Regen, VA	Pat Saville, KS	Don Schneider, WI	John Scocos, WI
Alice Shafer, WV	Jacqueline Shettle, CT	Jacqueline Sneddon, NV	Kirsten Waid, NC
Denise Weeks, NC	Jeannine Wood, ID		

TECHNOLOGY AND INNOVATION COMMITTEE

Steve Arias, NM	Gwen Bailey, VA	Mick Bailey, WV	Matt Baker, NV
Judy Barrows, ME	Tom Bennett, WV	George Bishop, VA	Bradley Bolin, IL
Penny Cabaniss, VA	Claire Clift, NV	Tony Cook, WA	Donna Doyle, WI
Patrick Flahaven, MN	Vita Hardy, CT	Jlynn Hartman, OK	Sonja Herd, OH
Mary Lou Holsapple, IL	Mary Ann Horch, VA	Bruce Jamerson, VA	Steven James, MA
Greg Kenworth, IL	Joe Koval, WV	Dave Larson, KS	Jeannine Layell, VA
Steve Marshall, VT	Suzan McClelland, AL	Sandi Morris, KY	Connie Peltier, MN
John Phelps, FL	Rose Ramsey, VA	Anthony Rossi, IL	Don Schneider, WI
Patsy Spaw, TX	Patricia Vaughan, VA	Carol Morey Viventi, MI	
Kirsten Waid, AK	Bev Wessing, IL		

THE LEGISLATIVE ADMINISTRATOR COMMITTEE

Steve Arias, NM	Matthew Baker, NV	C.J. Beaty, FL	Ed Burdick, MN
Laura Clemens, OH	David Gibson, VT	Jan Harrison, OK	Deborah Hull, WV
Russell Humphrey, TN	Bruce Jamerson, VA	Steven James, MA	Dave Larson, KS
Suzi Lowell, AK	Teresa Maroney, OK	Annette Moore, UT	Eleanor Ringel, WV
Vicki Scheer, OK	Carol Viventi, MI	Larry Warden, OK	

ROSTER COMMITTEE

Jane Atkinson, VA	Gwen Bailey, VA	Karen Brown, UT	Cathy Day, OR
Marguerite Duda, WV	Londi Ensor, AK	Barbara Ferguson, KY	Jlynn Hartman, OK
Cyndy Johnston, OR	Todd Kenady, OR	Jeannine Layell, VA	Mary Jo Mongelli, NV
Sam Moody, OR	Patrick O'Donnell, NE	Rose Ramsey, VA	Pat Rodgers, TX
Jacqueline Scott, VA	Suellen Scott, OR	Tina Scott, AZ	Dawn B. Smith, VA
Sandy Tenney, UT	Linda Tubbs, TX	Maureen Wilson, UT	

Committee Members



CANADIAN-AMERICAN RELATIONS COMMITTEE

Dave Avant, AL	Tom Bennett, WV	Carmela C. Bills, VA	Faye Blanton, FL
Kristen Canterbury, WV	Sharon Carter, TX	Tony Cook, WA	Ann Cornwell, AR
Patrick Flahaven, MN	Patrick E. Fuller, WI	Vita Hardy, CT	Linda Hawker, IL
Bo Hoover, WV	Deborah Hull, WV	Pete Isaacs, MN	Pamm Juker, ID
Tim Kehoe, CT	Sven Lindquist, MN	Mary Mendel, IN	Connie Peltier, MN
Carole Peterson, UT	John Phelps, FL	Janet Pruitt, NC	Barbara Regen, VA
Eleanor Ringel, WV	Pat Saville, KS	Susan Schaar, VA	Don Schneider, WI
John Scocos, WI	Jacqueline Shettle, CT	Jacqueline Sneddon, NV	Butch Speer, LA
Ann-Marie Sweeney, PA	Carol Viventi, MI	Denise Weeks, NC	Jeannine Wood, ID

INSIDE THE LEGISLATIVE PROCESS COMMITTEE

Steve Arias, NM	Jane Atkinson, VA	Debbie Brown, FL	Carmen Cauthen, NC
Laura Clemens, OH	Molly Durham, IL	Patrick Fuller, WI	David Gibson, VT
Johnnie Gillispie, FL	Patty Lung, VA	Scott Maddrea, VA	Mary Mendel, IN
Jose' Nazario, PR	Tara Perkinson, VA	Barbara Regen, VA	Gail Romanowski, MN
Sheila Ryan, IL	John Scocos, WI	Jacqueline Scott, VA	Jacqueline Sneddon, NV
David Surdez, MN	Ann-Marie Sweeney, PA		

PROFESSIONAL JOURNAL COMMITTEE

Steve Arias, NM	Matt Baker, NV	C.J. Beaty, FL	Ed Burdick, MN
Penny Cabaniss, VA	Laura Clemens, OH	Molly Durham, IL	David Gibson, VT
Johnnie Gillispie, FL	Mary Ann Horch, VA	Russell Humphrey, TN	Steven James, MA
Scott Maddrea, VA	Tara Perkinson, VA	Gail Romanowski, MN	Sheila Ryan, IL
Patricia Vaughan, VA			

PROGRAM DEVELOPMENT COMMITTEE

Steve Arias, NM	Mick Bailey, WV	Matt Baker, NV	Judy Barrows, ME
Diane Bell, FL	George Bishop, VA	Joe Blough, OK	Bradley Bolin, IL
Jay Braxton, IL	Debbie Brown, FL	Carmen Cauthen, NC	Claire Clift, NV
Mark Corrigan, PA	Donna Doyle, WI	Patrice Dworak, MN	Joan Eilers, IL
Jeff Finch, VA	Betty Kay Francis, TN	John Garrett, VA	Jane Gill, NV
Harle Glover, NV	Virginia Harvey, VA	JoAnn Hedrick, DE	Mary Lou Holsapple, IL
Bruce Jamerson, VA	Alice Ann Joseph, CT	Greg Kenworth, IL	Joe Koval, WV
Dave Larson, KS	Cheryl Laube, AZ	Michael Linn, MN	Norma Lowe, AZ
Patty Lung, VA	Millie MacFarland, ME	Pat Mau-Shimizu, HI	Suzan McClelland, AL
Sandi Morris, KY	Jose' Nazario, PR	Connie Peltier, MN	Lora Phillips, WV
Lois Pulliam, KY	Anthony Rossi, IL	Judith Schultz, WV	Patsy Spaw, TX
Terry Spieler, MO	Lori Summers, WV	David Surdez, MN	Karen Wadsworth, NH
Larry Warden, OK	Margaret Watts, KY	Bev Wessing, IL	

MEMBERSHIP AND COMMUNICATION

Debbie Brown, FL	Tony Cook, WA	Mark Corrigan, PA	Barbara Ferguson, KY
Patrick Flahaven, MN	Jane Gill, NV	Vita Hardy, CT	Jlynn Hartman, OK
Virginia Harvey, VA	Pete Isaacs, MN	Janet Jones, KS	Jeannine Layell, VA
Millie MacFarland, ME	Pat Mau-Shimizu, HI	Sandi Morris, KY	Norman Moore, AZ
Patrick O'Donnell, NE	Connie Peltier, MN	Lois Pulliam, KY	Anthony Rossi, IL
Jacqueline Scott, VA	Dawn Smith, VA	Butch Speer, LA	Terry Spieler, MO
Sandy Tenney, UT	Karen Wadsworth, NH	Maureen Wilson, UT	

Committee Members



SUPPORT STAFF COMMITTEE

Jane Atkinson, VA
George Bishop, VA
Karen Brown, UT
Donna Doyle, WI
Jeff Finch, VA
Sonja Herd, OH
Todd Kenady, OR
Scott Maddrea, VA
Sam Moody, OR
Pat Rodgers, TX
Suellen Scott, OR
Linda Tubbs, TX

Gwen Bailey, VA
Joe Blough, OK
Penny Cabaniss, VA
Marguerite Duda, WV
Betty Kay Francis, TN
Mary Lou Holsapple, IL
Greg Kenworth, IL
Al Mathiowetz, MN
Tara Perkinson, VA
Gail Romanowski, MN
Tina Scott, AZ
Patricia Vaughan, VA

Matt Baker, NV
Bradley Bolin, IL
Carmen Cauthen, NC
Molly Durham, IL
John Garrett, VA
Bo Hoover, WV
Michael Linn, MN
Suzan McClelland, AL
Lora Phillips, WV
Shelia Ryan, IL
Lori Summers, WV
Margaret Watts, KY

Judy Barrows, ME
Jay Braxton, VA
Cathy Day, OR
Joan Eilers, IL
Harle Glover, NV
Cyndy Johnston, OR
Patty Lung, VA
Mary Jo Mongelli, NV
Rose Ramsey, VA
Judith Schultz, WV
David Surdez, MN
Bev Wessing, IL



Future ASLCS Meetings

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Summer
NCSL Annual Meeting
Denver, Colorado
July 22 - 28, 2002

Fall
ASLCS Professional
Development Seminar
Portland, Oregon
Sept. 19 - 24, 2002

Change of Address

.....

Name: _____ Telephone: _____

Title: _____ Fax Number: _____

State: _____ Email: _____

Chamber: _____ Mailing Address:

Please Email or Mail to:
Joan Barilla, NCSL
1560 Broadway ? Suite 700
Denver, CO 80202

Phone: (303) 830-2200 Ext. 301
Fax: (303) 863-8003
Email: jbarilla@ncsl.org

States at a Glance



North Carolina

THE LEARNING CURVE

North Carolina's school year is coming to a close and we are still on a learning curve. Thus far, we have learned that:

◆ According to the Department of Public Instructions guidelines for students, school children should be reading or ready to read upon entering kindergarten, but just in case they are not, the Governor wants them to come to school in his "More at 4" program. This would be an expansion item in an already overstuffed budget.

◆ The budget that the Governor has sent to the Legislature has upwards of 2700 vacant positions. Almost 1500 of these positions are actually vacant now, just not filled. The remainder will be layoffs. If that math is not confusing enough, he plans to hire an additional amount of teachers to teach the kindergarten/first grade classes (which will now have lowered class sizes to no more than 18) with proceeds from the lottery. The only problem is, *there is no lottery in North Carolina and there is a \$10 fine to anyone caught with a lottery ticket in this State.*

◆ Our budget for the next year is already \$2 billion in the hole and we haven't even gotten there yet. So glad that the bank stops me before I have that big of a problem, aren't you?!

◆ We finished redistricting in 2001 and were immediately sued for dividing county lines (which according to our Constitution is illegal), although the Department of Justice has allowed it because we have 40 counties that come under the Voting Rights Act. A Superior Court judge ruled that the plan was unconstitutional in March, and the Supreme Court threw out our primary date of May 7 (also in March) *before* they actually heard the case because they thought that there would not be enough time to render a ruling when they heard the case in April before the primary date. The Supreme Court affirmed the lower court's ruling, so, we reconvened 2 weeks before the regular session was to begin to address the areas that were in contention. After completing a plan and sending it to the judge by his deadline, the Legislature remained in session to await his ruling. However, we began the 2nd year of the biennium's regular session while we awaited the ruling. We have often wondered how so many of you

handled concurrent sessions, thinking that it must be an awful thing, and now we are finding out for ourselves!!!

We are so glad that we hosted the ASLCS conference in 2000 when we could travel and visit with so many of you!!! We hope to see you again real soon!



South Carolina

South Carolina has passed bills regarding:

- ◆ Participation in multi-state lottery.
- ◆ Provisional drivers licenses; transport of children in pickup truck beds.
- ◆ Family Privacy Protection Act ensuring collection and dissemination of personal information pertaining to citizens of the State is limited to what is necessary to fulfill a legitimate public purpose.

Other issues dealt with but not passed (as of May 28, 2002) include:

- ◆ Campaign Finance Reform
- ◆ Not putting substantive legislation in the budget bill (boy, doesn't that sound nice!)
- ◆ Child abuse: clergy must now report abuse; establishment of more rigorous reporting and record keeping guidelines for child abuse and neglect cases
- ◆ Domestic violence
- ◆ Guardian ad Litem

Counter terrorism and homeland defense



Delaware

On Wednesday, May 15, 2002, Delaware legislators observed the 13th annual "Legislators Bike to Work Day". The 56 mile ride from Delaware's northernmost county (New Castle) to Legislative Hall in Dover began at 7:00 a.m. and included legislators and citizens. The riders arrived in Dover at about 12:30 p.m. where they were greeted by many cheering fans and the Governor, who issued a proclamation regarding the event. The purpose for the ride was to encourage citizens to use alternate modes of transportation to and from work.



Virginia

The Virginia General Assembly was recently privileged to participate in the United States and Nigerian State Legislative Exchange. Sponsored by the National Conference of State Legislatures (NCSL) under a grant from the U.S. Department of State, the program brought to the United States nearly a dozen legislators and staff members from the State House Assemblies in Abia, Plateau, Borno, Rivers, Kano and Lagos in the Federal Republic of Nigeria. During their 10-day visit, the Nigerians visited our national capitol in Washington, D.C. as well as the New York and Virginia state legislatures.

As part of their two-day visit with the Virginia General Assembly, the Nigerian legislators participated in a tour of the State Capitol and heard presentations from the Lt Governor, elected members of both the House of Delegates and the Senate of Virginia, as well as representatives of the Speaker of the House, the House and Senate Clerk's Offices and the Joint Legislative Audit and Review Commission. The presentations and discussions focused on the structure of government and legislative system (separation of powers, elections, terms of office, etc.); the role and functions of state legislators and legislative staff; federalism, constitutional principles, and the relationship between our state-federal governments; legislative oversight and accountability; and citizen participation in the legislative process.



New York

The New York State Senate recently expanded its public web site (www.senate.state.ny.us) to allow retrieval of more legislative data from the current two-year session. Other Senate web site enhancements include improved streaming audio and video feeds of legislative sessions, online exhibits (such as the new "Women of Distinction" display), and many usability improvements suggested by constituents.

Gavel-to-gavel coverage of proceedings of the New York State Assembly can now be seen by more than one million viewers on selected cable channels in the state. The multi-camera coverage is unedited and focuses on bill debates and other floor action. Assembly Speaker Sheldon Silver said that the televised coverage "brings us closer to realizing our goal of providing C-SPAN-like cov

erage of the Legislature to all parts of the state." To that end, Assembly members are identified in each shot and bill descriptions appear on screen during debates. Video and audio broadcasts are also available on the Internet at www.assembly.state.ny.us.

Along with the introduction of a 21st century innovation, the historical grandeur of the Assembly has also been re-established. An extensive renovation of the chamber has been completed; restoring significant architectural spaces and details, including some that had been eliminated or hidden by earlier "modernization" projects. As part of the renovation project, the chamber was made fully accessible to people with disabilities.



Oklahoma

Reprinted by Permission,
Governing Magazine/July 2002

State Senator Enoch Kelly Haney has once again made Oklahoma history. In 1980, he became the first full-blooded Native American to serve in the legislature. Now Haney, who is also an internationally recognized artist with the title Master Artist of the Five Civilized Tribes, has sculpted the first Native American statue to adorn a state capitol. In early June, his 17-foot, 5-ton bronze statue was placed atop the state's soon-to-be-completed \$20.8 million dome, an addition that has been 84 years in the making. Despite architectural plans calling for a dome to be built, the project was indefinitely postponed when the state fell short of funds and World War I began. Construction finally began in June 2001 under Governor Frank Keating and serves as the focal point of the state's centennial celebration festivities, which will culminate in 2007. In a competition held to decide the statue design, judges unanimously chose Haney's model from among six finalists. To ensure fairness, the artists' names were withheld from their submitted designs. "You could immediately see it above the capitol looking at the Indian red earth of Oklahoma," says Centennial Commission Executive Director Blake Wade. "It was such a unique composition." Haney's work is entitled the "Guardian," which he says refers to "the state's responsibility to be the guardian of the rights and liberties of its citizens." It depicts an American Indian warrior of no specific tribal affiliation and draws upon Native American imagery with meanings Haney says transcend specific tribal and American Indian associations. "The images I use and the stories that I tell are part of a larger picture and not just specific of native people," says Haney. "The Guardian is not just a native image but represents all the people of Oklahoma." —Elizabeth Esfahani



Massachusetts

House turns Budget Chaos into Budget of Order and Inclusion

This year, Massachusetts, like many other states in the post 9-11 economy, was faced with huge reductions in state revenue. In fact, state revenues had dropped by approximately \$2 billion in FY 2002.

On April 25, 2002, the House Ways and Means Committee reported to the House a Budget for fiscal year 2003 that was, in the words of many persons, "hurtful". The Budget called for drastic across the board cuts, the elimination of various state programs considered by many as essential, and layoffs of hundreds of state employees. The total appropriation for FY2003 of \$21.3 billion, plus \$500 million from the Rainy Day Account, showed \$2 billion in actual cuts.

House members were allowed until 5 p.m. on Tuesday, April 30, to submit amendments to be taken up when the budget hit the floor of the House. Meanwhile, the House postponed floor action on the Budget until Wednesday, May 8. The plan of House leadership was that, before taking up the Budget, House members would be provided an opportunity to vote on a bill to enhance state revenues in order to pay for programs that had been slashed from the Budget as reported by the committee on Ways and Means. The logic being that until revenues could be increased, any amendment adding money to the Budget would place the Budget out of balance. On May 2 the House passed legislation that increased state revenue by \$1.065 billion. The legislation called for a freeze in a voter-mandated cut to the personal income tax, an increase of 77 cents per pack on the tax on cigarettes, and restoration of a tax on capital gains.

Prior to the House voting to increase taxes, House members indicated their collective displeasure with the Ways and Means Committee's Budget cuts by filing a record 1565 amendments in the Office of the Clerk of the House on the established deadline. It took the Clerk's office until 10:15 that evening (April 30) just to stamp numbers on all of the amendments. The Massachusetts House and Senate have in recent years considered large numbers of amendments during budget consideration, but compared to last year's 895 House budget amendments, this year's proposed revisions presented a daunting task.

able on the Legislative Web Page by 4:15 p.m. on the day following the filing deadline. Later, our web page provided near real time status of every amendment, including the text of revisions.

As soon as provided copies of the amendments, the members of the committee on Ways and Means, and their talented, professional and experienced staff went to work analyzing and categorizing all 1565 amendments. The Ways and Means committee worked long into the night every night, over the weekend, and into the following week. Due to their efforts, on Wednesday, May 8, when the House took up the Budget, every House member was provided a booklet containing a list of the amendments in numerical order with the primary sponsor and the subject category (the House had previously adopted special changes to our rules permitting the committee to catalog the amendments). The booklet also contained a list of the amendments that included a one-sentence summary for each amendment based on the analysis of the committee. Also included in the booklet was a listing of all 42-subject categories as established by the committee on Ways and Means, with the amendments that had been assigned to each category.

Now the question facing the House was how to fairly allocate the additional \$1.065 billion added to state revenues by the previous week's vote on the revenue bill. Armed with the knowledge gained by the toil of the Ways and Means Committee, Speaker Thomas M. Finneran (D) Mattapan systematically invited House members to attend meetings held in Room 348 of the State House (just adjacent to the House Lobby) on whichever subject category the House would consider next, as determined by the committee on Ways and Means. The result of this invitation being that dozens of members would gather in Room 348, along with House Ways and Means Chairman, John H. Rogers (D) Norwood and the appropriate members of the Ways and Means staff. The meetings, in relatively short order, generated consolidations for the various amendments assigned to that particular subject category. The individual and collective ideas of the House members that were presented during these meetings were frequently included in the consolidations. After brief recesses on the House floor while the Ways and Means committee staff members drafted the compromises achieved in Room 348, the consolidated amendments were placed before the House. In every instance these consolidated amendments became a vehicle based on the original amendments filed on April 30. Copies of the consolidated amendments were avail

Scenes From Alabama

States at a Glance

able for members upon request. On some occasions the consolidated amendments replaced dozens of original amendments, thereby greatly reducing the number of votes taken on the floor of the House (and the associated paper work), but at the same time providing the sponsors of those amendments a sense that their voices had been heard. Members disagreeing with the consolidated text were provided the opportunity to offer further amendments to the consolidated text. Many of the consolidated amendments were adopted by unanimous votes of the House. All were adopted by large margins. Some received approval with little or no debate.

Each morning during a budget debate that lasted seven days, Speaker Finneran's Office would provide information to the members regarding how much of the \$1.065 revenue increase had been allocated during the previous day, and how much funding was available for programs yet to be considered. Members were faced with difficult choices, knowing that only so much revenue could be made available for programs that they cared deeply about, because, as they were acutely aware, other important categories like Medicaid (which was not taken up until the final day), had not yet been addressed.

On the seventh business day after starting the budget debate, the House overwhelmingly passed a Budget, now balanced by increases amounting to \$1.065 billion, and adjourned at 10:02 p.m. At no time had the House worked after 10:19 p.m., and most evenings adjourned before 9:00 p.m. In the Clerk's Office, a 287 page House Journal was off to be printed on the night that the House concluded debate. In comparison, the House Journal for the budget debate of the year 2000 (FY 2001) when 131 fewer amendments were considered was 419 pages in length and took almost an additional two weeks to complete.

As I look back to of night of April 30, as I stamped number 1565 on the final amendment, and as my heart sank in anticipation of the daunting task faced by the House members, the Ways and Means staff, and my staff in the House Clerk's Office, I can only thank the collective efforts of the dedicated and professional members and staff of the Committee on Ways and Means, and the incredible leadership displayed by Speaker Finneran, Chairman Rogers, and Minority Leader Francis L. Marini (R) Hanson. Those efforts, and that leadership had turned sure budget chaos into order, and provided a sense of inclusion for every member of the House. More importantly, those efforts and that leadership had produced a balanced budget in which all citizens of Massachusetts could take pride.







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