We will see you in Seattle!

Count on us to make the 2009 ASLCS Fall Meeting a memorable one. If you have any questions about the ASLCS meeting in Seattle in September of 2009, please do not hesitate to contact us.

ASLCS Fall Meeting • September 16-20, 2009
American Society of Legislative Clerks & Secretaries 2009 ASLCS Host Committee

PO Box 40482, Olympia WA, 98504-0482 • Phone: (360) 786-7550 Senate / (360) 786-7750 House
<table>
<thead>
<tr>
<th>Time</th>
<th>Tuesday 15-Sep</th>
<th>Wednesday 16-Sep</th>
<th>Thursday 17-Sep</th>
<th>Friday 18-Sep</th>
<th>Saturday 19-Sep</th>
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<tr>
<td>7:30 AM</td>
<td>Mason's Manual Commission</td>
<td>Breakfast</td>
<td>Board Buses / Travel</td>
<td>Breakfast on your own</td>
<td>Breakfast</td>
<td>Breakfast &amp; Business Meeting</td>
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<tr>
<td>8:00 AM</td>
<td>Registration Information Desk</td>
<td>Breakfast</td>
<td>Welcome to Olympia</td>
<td>Plenary Session</td>
<td>Concurrent Sessions (2)</td>
<td>Executive Committee</td>
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<td>8:30 AM</td>
<td>Nominating Committee</td>
<td>Plenary Session</td>
<td>Capitol Group Tours</td>
<td>Lunch</td>
<td>Lunch on your own</td>
<td>Committee Chair Transition</td>
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<td>9:00 AM</td>
<td>Executive Committee</td>
<td>Lunch / Business Meeting</td>
<td>Staff Group Breakouts</td>
<td>State Luncheon</td>
<td>Job Share Session</td>
<td>New Attendee Wrap-Up</td>
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<tr>
<td>9:30 AM</td>
<td>Washington's Opening Reception</td>
<td>Concurrent Sessions (2)</td>
<td>Board Buses/Return to Seattle</td>
<td>Washington State Event</td>
<td>&quot;A&quot; Committees (3) 2:15 - 3:05</td>
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<tr>
<td>10:00 AM</td>
<td>Hospitality Suite</td>
<td>New Attendee Orientation</td>
<td>New Attendee Orientation</td>
<td>Dinner on your own</td>
<td>&quot;B&quot; Committees (3) 3:05 - 3:55</td>
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<tr>
<td>10:30 AM</td>
<td>Hospital Suite</td>
<td>Washington Opening Reception</td>
<td>State Event</td>
<td>President's Reception</td>
<td>&quot;C&quot; Committees (3) 3:55 - 4:45</td>
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<td>11:00 AM</td>
<td>Hospitality Suite</td>
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Special Thanks To
The California Senate Staff
For assistance with Printing and Distribution of the
Spring 2009 Legislative Administrator.
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Dear ASLCS members,

I’m pleased to report that plans for our annual Professional Development Seminar (PDS) are nearly completed. Your Program Development Committee chaired by Diane Bell has been working diligently to balance the program agenda with useful and timely topics. Our Washington state hosts have planned events that will showcase their west coast venue as well as arranged a visit to the state capitol where our staff breakouts will be held. A copy of the meeting agenda is published in this edition of the “Administrator.”

ASLCS is also co-hosting several concurrent sessions at the Legislative Summit that will be held in Philadelphia, PA, from July 20-24 with other staff sections. These sessions will address ethics, succession planning and the usage of social networking technology in the legislative environment.

Our spring meeting was a success, even though our attendance was lower than in past years due to travel restrictions for many of our members. Many members traveled at personal expense and I want to thank them for their commitment and dedication to ASLCS. Although attendance was lower than in previous years, I’m pleased to report that enthusiasm was not lacking and committees worked effectively which was evidenced as committee chairs reported their work efforts at the business meeting.

Also at the business meeting, a resolution in memory of our longtime friend and supporter, David A. Ward, President of International Roll Call, was presented to Debbie Ward and Bill Schaeffer. We will miss David and remember him fondly and with gratitude for his friendship and commitment to state legislative chambers and to ASLCS activities.

Our colleagues from Illinois coordinated a visit to the Capitol through Senator Dick Durbin’s office where we were greeted by Beth Provenzano from the US Secretary of the Senate’s office. Beth escorted us to the Senate Chamber where we were greeted by Secretary of the Senate Nancy Erickson and we were welcomed onto the floor of the United States Senate which was a highlight of our capitol visit.

Members of your executive committee examined potential ways to balance our PDS budget and ultimately unanimously agreed to transfer the necessary funds from our L 190 account to support the budget. Some cuts were made to the budget by lowering the cost of meals which allows members an opportunity to enjoy many of the dining options in Seattle.

Recently, I attended the Legislative Staff Coordinating Committee (LSCC) meeting on behalf of ASLCS in Raleigh, NC, where discussion among staff section officers focused on travel restrictions on staff which has resulted in six staff sections canceling their annual PDS’s. Recommendations to the NCSL Executive Committee by LSCC were adopted that changed the policy on meeting losses. Staff sections will absorb losses resulting from PDS meetings to the extent possible from their balances of prior year excess revenues. However, staff sections will be allowed to retain a balance of $3000 in their PDS accounts to support programs in the coming year. If NCSL is able to recover a portion of staff section losses resulting from PDS meetings, by scheduling another meeting at the contracted hotel(s), it will confer with the relevant staff section(s) to reach a mutually satisfactory resolution over return of recovered losses paid by the staff section(s). Staff sections will not recover more than the losses paid. Additionally, staff sections will continue to retain meeting profits. Other new guidelines were adopted to facilitate staff sections desiring to hold joint meetings.

LSCC members are also working on the usage of technology for the purpose of developing e-learning opportunities as a tool to provide educational presentations for legislative staff who cannot attend annual PDSs.

In closing, I thank all the members of ASLCS for your on-going, dedicated efforts to keep our organization vibrant and strong during these challenging economic times. Our ability to continue to provide quality educational opportunities for our members depends on our collective efforts and I’m proud to have a role in this important mission.

Sincerely,

Millie MacFarland

Clerk of the Maine House and ASLCS President
2008-2009 Executive Committee

Milli MacFarland - ME
President

Gregory Gray - WV
President-Elect

Robert Marchant - WI
Secretary-Treasurer

Carmen Cauthen - NC
Associate Vice President

Clarie Clift - NV
Elected Principal Member

Norma Chastain - AZ
Elected Associate

Terry Spieler - MO
Appointed Principal

Karen Wadsworth - NH
Appointed Principal

Londi Ensor - AK
Appointed Associate

Obie Rutledge - OR
Appointed Associate

Patsy Spaw - TX
Immediate Past President

Brad Hendrickson - WA
Immediate Past Associate Vice President
Executive Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

Please note: any amendments to Standing Orders are block indented and listed in bold.

The Executive Committee of ASLCS met at the Washington Court Hotel in Washington, D.C. on April 18, 2009, and at 2:15 p.m. was called to order by Millie MacFarland, Clerk of the Maine House of Representatives and President of ASLCS.

The following members, constituting a quorum, were present either in person or via teleconference:

Carmen Cauthen (North Carolina), Patsy Spaw (Texas), Brad Hendrickson (Washington), Norma Chastain (Arizona), Terry Spieler (Missouri), Greg Gray (West Virginia), Karen Wadsworth (New Hampshire), and Rob Marchant (Wisconsin). Also present was Angela Andrews, NCSL Staff Liaison, and Natalie O'Donnell, NCSL staff.

The following members were excused:

Obie Rutledge (Oregon), Claire Clift (Nevada), Londi Ensor (Alaska).

APPROVAL OF MINUTES
Karen Wadsworth moved that the minutes of the December 18, 2008 meeting be approved. The motion was unanimously approved.

Rob Marchant, Secretary-Treasurer, submitted the following report, detailing deposits and disbursements from the ASLCS dues account:

TREASURER’S REPORT
April 15, 2009

Beginning balance on 12/28/08 .................. $37,943.50
Deposit on 2/13/2009 ............................ $8,450.00
Deposit on 2/26/2009 ............................ $8,580.00
Deposit on 3/6/2009 ............................ $390.00
Deposit on 3/19/2009 ............................ $7,930.00
Deposit on 4/3/2009 ............................ $130.00
Deposit pending ................................. $4,875.00
Subtotal ........................................ $68,298.50

Disbursements
Virginia Food Bank ................................ $(100.00)
Deposit Slips ....................................... $(36.12)
State of Tennessee ............................... $(260.00)
Scott Kaiser ....................................... $(788.38)
(Subtotal) ....................................... $(1,184.50)

Corrections
*Variation in checkbook ......................... $(30.97)

TOTAL ......................................... $67,083.03

Note: As of the date of this report, we have received 2009 dues from 383 members. This total represents 91% of the total number of members from 2008. Of this total, 27 are new members.

*The ASLCS checkbook has a balance of $30.97 more than the bank account. This variation has been traced back to a charge for deposit slips that was issued when the account was created in January, 2008.

On motion of Terry Spieler, the Treasurer’s Report was unanimously approved.

OLD BUSINESS
Angela Andrews presented a review of the Special Meetings Fund, the Professional Development Revolving Account, and the professional development seminar budget. The Special Meetings Fund has a current balance of $305,521.89. Ms. Andrews noted that the Reno meeting generated a profit of $7,091.33, which has been deposited in the Professional Development Revolving Account, primarily to be used to fund plenary speakers. The account has a current balance of $27,864. Norma Chastain (Arizona) questioned an in-house printing charge from the Reno meeting. It...
was noted that the charge resulted from last-minute printing of materials that were required by one of the plenary speakers.

The committee discussed the preliminary budget for the Seattle professional development seminar. The committee discussed whether the transportation costs should be covered by the host state or as part of the meeting budget. The committee also reviewed the projected attendance and noted that it was expected that the meeting would likely result in a loss.

Ms. Andrews reviewed the fundraising for the Reno, Washington, D.C., Seattle, and Wisconsin meetings.

The committee resumed discussions of the ASLCS taking over publication of the book America’s Heritage: Capitols of the United States. Rob Marchant discussed the status of the project. The committee noted that the cost of revamping the book in conjunction with N.C.S.L. should be less than initially estimated because N.C.S.L. should have current photographs of the capitol buildings due to a recent effort of L.S.C.C. The committee, with unanimous consent, approved the expenditure of $6,000 to purchase the copyright for the book and authorized Rob Marchant to offer that amount to the current holder of the copyright. Mr. Marchant noted that he will work with N.C.S.L. to have a draft contract prepared for presentation to the committee and, eventually, the holder of the copyright.

NEW BUSINESS

Ms. Andrews briefed the committee on the development of N.C.S.L.’s new website. The committee discussed whether inside the Legislative Process should be in a public location or password protected. Carmen Cauthen moved that the publication be posted in a public section of the website. Karen Wadsworth noted a concern over the potential confusion or misunderstandings that can happen if people are not aware that different chambers follow different paths to the same end point. With unanimous consent, the motion was amended to recommend that N.C.S.L. include a disclaimer when posting the publication on the website, directing viewers to contact the clerk of the particular chamber for specific information. The motion, as amended, was unanimously approved.

Brad Hendrickson updated the committee on the Seattle meeting and highlighted the outstanding social and entertainment events that are planned.

Susan Schaar (Virginia) addressed the committee concerning the use of society funds. Ms. Schaar noted that some ideas for expending funds include buying down the room rate for the Seattle meeting, reducing or eliminating the registration fee for the Seattle meeting, encouraging a no-host meeting in 2011, and having the society donate $10,000 as fundraising seed money to states that host a professional development seminar. The committee discussed these ideas and the general concept of expending funds to benefit the membership of the society. President MacFarland noted that she intends this discussion to continue and that no decisions were sought at this time.

Karen Wadsworth moved to reimburse President MacFarland for site visit expenses for the Seattle meeting. The motion was unanimously approved.

Carmen Cauthen moved to pre-approve President MacFarland’s travel expenses for the L.S.C.C. meeting in May.

Greg Gray moved to adjourn. The motion was unanimously approved.

Respectfully submitted,
Robert Marchant (WI), Secretary-Treasurer
Annual Business Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

The American Society of Legislative Clerks and Secretaries (ASLCS) met at the Washington Court Hotel in Washington, D.C. on April 18, 2009, and at 12:15 p.m. was called to order by Millie MacFarland, Clerk of the Maine House of Representatives and President of ASLCS. President MacFarland thanked N.C.S.L. staff, particularly Angela Andrews, for their invaluable assistance in holding the spring business meeting, the Illinois members of the society and former Secretary of the Illinois Senate Linda Hawker for setting up the tour of the United States Capitol, and International Roll Call for their sponsorship of the business luncheon.

The following committee reports were delivered to the society:

Bylaws and Standing Orders. Judy Barrows (Maine) reported that the committee’s focus was on studying and recommending improvements to the manner in which the Standing Orders are adopted, modified, and documented.

Inside the Legislative Process. Melissa Bybee-Fields (Kentucky) noted that the first draft of Inside the Legislative Process has been distributed for review. The committee is in the process of discussing whether the final publication should be placed on the public portion of N.C.S.L.’s website or in one of the password protected portions.

Site Selection. Emily Howard (Virginia) reminded the membership that the committee’s survey is due back by mid-May. Ms. Howard also noted that the committee is investigating the possibility of having a no-host professional development seminar in 2011.

Technology. John Garrett (Virginia) noted that the committee is considering sponsoring seminars at the professional development seminar relating to social networking and the Legislature, on-line and tele-town hall meetings, and N.C.S.L.’s new website. Mr. Garrett noted the hard work of Sheila Ryan (Illinois) in standardizing the format of the minutes for all standing committees and working with N.C.S.L. to develop a method for submitting the minutes on-line.

International Communication and Development. JoAnn Hedrick (Delaware) and Melanie Reekes (Virginia) reminded members that the committee is working on completing the international directory. The committee is looking at recommendations to expand the participation of clerks from the British Isles at the professional development seminar.

 Legislative Administrator. Scott Kaiser (Illinois) accepted a round of applause for the Winter edition of the administrator and thanked all who helped, particularly Brad Hendrickson and the Washington Senate for printing, postage, mailing, and layout. Mr. Kaiser thanked Sheila Ryan (Illinois) and Karen Goldman (Colorado) for their assistance, as well. Mr. Kaiser indicated that the society had purchased a new digital camera for use by the committee. He also solicited volunteers to submit content for the administrator.

Membership and Communication. Bonnie Trivette (North Carolina) discussed the new attendee orientation that was being planned for the professional development seminar. The theme is “Fishing for New Members” and the ice-breaker will be based on the Go Fish game. The committee noted the need to better explain the difference between new attendees and new members and the need to better explain the rules of the pin game. The committee is looking for volunteers to act as sponsors for new members and is looking at asking new attendees to volunteer to work the hospitality suite.

Support Staff. Nathan Hatfield (Virginia) discussed the committee’s work in organizing break-out sessions for the professional development seminar. The committee is developing themed break-outs so that discussions are more focused. Mr. Hatfield described changes to the associate exchange program that are under discussion.

Professional Journal. Mr. Hatfield reported that the
committee is actively soliciting articles for publication.

**Canadian-American Relations.** Before receiving the committee report, the society was greeted by Deborah Deller, Clerk of the Legislative Assembly of Ontario. Ms. Deller discussed the upcoming Canadian-American joint meeting and the ongoing relationship between the Canadian Clerks at the Table and the society. Denise Weeks (North Carolina) then delivered the committee report, discussing the upcoming meeting and encouraging members to attend.

**Program Development.** Diane Bell (Florida) thanked Patrick O’Donnell (Nebraska) and Jay Braxton (Virginia) for their good work as vice-chairs of the committee. Ms. Bell noted that there are 2 excellent plenary speakers on tap for the professional development seminar. Ms. Bell discussed the break-out and concurrent sessions and noted that there will be a total of 6 concurrent sessions.

President MacFarland thanked the committee chairs and other representatives for their hard work.

President MacFarland discussed concerns she had over the potential attendance at the Washington, D.C. meeting and noted her gratitude for the strong attendance. President MacFarland addressed the meeting concerning the passing of a good friend to many in the society, David Ward. Ms. MacFarland read a resolution honoring Mr. Ward and presented the resolution to Deborah Ward. Bill Schaeffer of International Roll Call thanked the society for the resolution and discussed the special relationship between International Roll Call and the society. Mr. Schaeffer then related a personal reflection on the life of David Ward.

Ann Cornwell (Arkansas) moved, seconded by Rob Marchant (Wisconsin), that the meeting adjourn. The motion was unanimously adopted.

Respectfully submitted,
Rob Marchant (WI), Secretary-Treasurer
Bylaws and Standing Orders
Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the Bylaws and Standing Orders Committee was called to order by Judy Barrows, ME, Vice-Chair.

Attendance
The following members of the committee were present:

Judy Barrows (ME), Vice-Chair  Bo Hoover (WV)
Diane Bell (FL)  Pat O’Donnell (NE)
George Bishop (VA)  Susan Clarke Schaar (VA)
JoAnn Hedrick (DE)  Karen Wadsworth (NH)

Other members/guests in attendance included Dowe Littleton, AL; Tara Perkinson, VA; and Millie MacFarland, ME, President of ASLCS. Chair Ramona Kenady, OR, was unable to attend but sent her greetings to the Committee.

Approval of Minutes
Upon a motion by Pat O’Donnell, seconded by Karen Wadsworth, the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, Nevada, were approved.

Old Business
George Bishop reported on behalf of the subcommittee which had been reviewing Section IV of the Standing Orders, dealing with the Associate Exchange Program, with the intent of incorporating changes requested by the Support Staff Committee and concerns raised by the Executive Committee. After discussion, upon a motion by JoAnn Hedrick, seconded by Pat O’Donnell, the committee voted to propose that the maximum number of participants remain at four; that applicants must submit a comprehensive application with the understanding that their application will be returned if it isn’t complete; that applicants must have either have worked for the legislature for a minimum of two years or have attended an ASLCS meeting or an NCSL annual meeting; that applicants must demonstrate outstanding job performance and leadership abilities; that the budget for the Associate Exchange Program be increased from $1000 to $2000 and that each participant receive a minimum of $500 towards their expenses; and that the sunset provisions be removed. George agreed to produce a new draft version of Section IV and send it to Chair Ramona Kenady for her review, with the intent of presenting the proposed change to the Executive Committee at the NCSL Annual Meeting in Philadelphia in July.

The Committee also discussed briefly the issue of whether to have just a table of contents for the Standing Orders or whether an index should be developed. It was agreed to put that topic on the agenda for our meeting in Philadelphia.

Adjournment
Upon a motion by Karen Wadsworth, seconded by Susan Clarke Schaar, the meeting was adjourned.

Respectfully submitted,
Judy Barrows, ME, Vice-Chair
George Bishop, VA, Acting Recorder
Call to Order
The Meeting of the Canadian and American Relations Committee was called to order by Denise Weeks (NC), Vice Chair.

Attendance
The following members of the committee were present:

Ann Cornwell (AR), Vice-Chair       Emily Howard (VA)
Dave Avant (AL)                     Dowe Littleton (AL)
John Garrett (VA)                   Lori Mullens (WV)
Greg Gray (WV)                      Melanie Reekes (VA)
JoAnn Hedrick (DE)                  Karen Wadsworth (NH)
Bo Hoover (WV)                      Joyce Wright (AL)

Special Guest: Deb Deller, Clerk, Legislative Assembly of Ontario

Approval of Minutes
JoAnn Hedrick moved, seconded by John Garrett, that the minutes of the October 2008 Annual Meeting in Reno, NV be approved. The Committee passed the motion unanimously.

Deller distributed information packets which included a Preliminary Program of Events. Registration for the meeting will be sent electronically.

Suggested Topics are needed for the Business Meeting Sessions. The Scenes from a Tricorn Session is already in place. Other suggested topics include a possible Homeland Security Presentation and a Compare and Contrast Session (of the US and Canadian Legislatures).

The Bylaw change that allowed the attendance of an Associate member in addition to the Principal member at Joint Canadian/American Meetings was brought up and briefly discussed.

The next time that the U.S. will host a Joint Meeting will be in 2011. The Host State is yet to be determined. Chairman Pat Harris has expressed a desire to have the State of Alabama possibly host the 2011 meeting.

Adjournment
On a motion of Ann Cornwell, seconded by JoAnn Hedrick, the meeting adjourned.

Respectfully submitted,
Joyce Wright
Inside the Legislative Process
Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2008

Call to Order
The meeting of the Inside the Legislative Process Committee was called to order by Melissa Bybee-Fields (KY), Chair.

Attendance
The following members of the committee were present:

Melissa Bybee-Fields (KY), Chair
Carmen Cauthen (NC)
Lori Mullens (WV)

Other members/guests in attendance included Brian Weberg of NCSL.

Approval of Minutes
Upon a motion by Melissa Bybee-Fields, seconded by Carmen Cauthen, the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, NV, were approved.

Old Business
There was a discussion of the first draft of the document that Brenda sent out to Committee members by email last week. It was advised that everyone look over the document not only for grammar but for their states information. The final draft will be submitted for approval at the annual meeting in Philadelphia.

New Business
The one new item of business was discussion of placing Inside the Legislative Process onto the public access side of the new NCSL website. Carmen Cauthen had asked if it might have a financial impact since they do sell copies. Brian Weberg of NCSL stated that they do not sell enough copies of the document for it to have any financial impact. There was also discussion of changing the way Inside the Legislative Process is collected and presented so that it might become a searchable database of information. The Chair suggested, as this was probably her last meeting as chair, that this be brought up to the future chair for discussion during the next biennium of the committee.

Adjournment
Upon a motion by Melissa Bybee-Fields, seconded by Carmen Cauthen, the meeting was adjourned.

Respectfully submitted,
Melissa Bybee-Fields (KY), Chair
Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the International Communication and Development Committee was called to order by JoAnn Hedrick - DE, Committee Chair

Attendance
The following members of the committee were present:

JoAnn Hedrick (DE), Chair
Melanie Reekes (VA), Vice-Chair
Dave Avant (AL)
Diane Bell (FL)
Ann Cornwell (AR)
Gregory Gray (WV)
Susan Schaar (VA)
Denise Weeks (NC)

Other members/guests in attendance included ASLCS President, Millie MacFarland - ME, John Garrett - VA and Debbie Deller - Ontario, Canada.

Approval of Minutes
Upon a motion by Dave Avant - AL, seconded by Susan Clarke Schaar - VA, the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar in Reno, Nevada, were approved.

Old Business
Chair JoAnn Hedrick announced that the letters of invitation to the PDS in Seattle, Washington, had been sent to the Presidents of the international societies.

The Chair updated the committee on the status of the International Directory. She thanked the committee members who contacted the international societies for updated information for the directory. Chair Hedrick is in the process of organizing the directory for print. Debbie Deller offered to translate the French part of the directory.

During the PDS in Reno, NV, twenty-seven people signed the committee roster who hadn’t been appointed to the committee and some of whom were not dues paying members. The Chair contacted the Executive Committee to request that those persons be added to the list in hopes that some would become dues paying members. The Executive Committee approved the motion.

Also during the PDS in Reno, NV, the Deputy Clerk of the Washington House brought up the idea of possible future communications with the European Clerks. The Executive committee has approved future communications with the British Isle Clerks. It was determined during the meeting that there is no European Clerk’s association so the invites will be sent to the clerks of the individual British Isle countries for the 2009 PDS in Seattle, Washington.
International Communication and Development Committee Meetings Minutes (continued)

New Business
Debbie Deller gave a brief overview of the Joint Canadian-American Clerks Conference that will be held in Toronto, Ontario, from October 15 - 19, 2009.

Respectfully submitted,
Melanie Reekes - VA, Committee Co-Vice Chair

Adjournment
Upon a motion by Denise Weeks - NC, seconded by Ann Cornwell - AR, the meeting was adjourned.
Call to Order
The meeting of the Legislative Administrator Committee was called to order by Scott Kaiser (IL), Chair.

Attendance
The following members of the committee were present:

Scott Kaiser (IL), Chair  Lori Mullens (WV)
Sheila Ryan (IL), Vice-Chair  Patrick O’Donnell (NE)
Mitchell “Mick” Bailey (WV)  Eleanor Ringel (WV)
Bo Hoover (WV)

Other members/guests in attendance included Robert Altmann (WV), Ben Balding (WV), Carmen Cauthen (NC) and Millie MacFarland (ME).

Approval of Minutes
Upon a motion by Pat O’Donnell, seconded by Eleanor Ringel, the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, NV, as published in the winter edition, were approved.

Old Business
Scott thanked the West Virginia members for their guidance and support and the Washington Senate for the great job they did with the layout, printing and mailing of the first edition of the Administrator. Scott reported lots of positive feedback on the first edition and all in attendance agreed that they were very pleased with the outcome.

New Business
Scott reviewed the tentative list of contents for the spring edition and was hopeful to have it in the mail by mid-June. Current submissions include two pieces from West Virginia - one for the “About State Capitols” section and one for the “Technology” section, an Associate Exchange Program participant piece from Ron Smith (LA), and a “States At A Glance” piece from the Alaska House. A discussion about soliciting articles for the “Landmark” section included contacting Marilyn Miller from Montana for a submission regarding her transition from House Clerk to Senate Secretary, and Diane Bell (FL) for a piece on the new House Clerk and Senate Secretary; Scott stated he will put together a piece on the new Illinois Senate Secretary. Gary VanLandingham (NCSL Staff Chair) will be contacted for LSCC news, and Steve Marshall, Chair of the Technology Committee, will be asked to solicit technology updates. All agreed it would be nice to include an ASLCS Preliminary Agenda for the upcoming NCSL Legislative Summit, July 20-24, in Philadelphia, PA, if possible.

Pat O’Donnell suggested the inclusion of teasers or information about plenary speakers confirmed for the upcoming Professional Development Seminar in Seattle.
or maybe even a preliminary agenda in light of the fact that the Executive Committee and the host state are concerned about attendance given many state travel restrictions due to current economic conditions. Everyone agreed that Program Development Committee should be contacted for agenda information for inclusion.

President Millie MacFarland expressed her thanks to all for a great job!

Adjournment
Upon a motion by Bo Hoover, seconded by Eleanor Ringel, the meeting was adjourned.

Respectfully submitted,
Sheila Ryan (IL), Vice-Chair
Spring Meeting  
Washington, D.C.  
April 18, 2009

Call to Order  
The meeting of the Membership and Communication Committee was called to order by Bonnie Trivette (NC), Vice Chair.

Attendance  
The following members of the committee were present:

Bonnie Trivette (NC), Vice Chair  John Garrett (VA)  
Judy Barrows (ME)  Terry Spieler (MO)  
Melissa Bybee-Fields (KY)  Karen Wadsworth (NH)

Other members and guests in attendance were Rob Marchant (WI), Angela Andrews (NCSL) and Brian Weberg (NCSL).

Approval of Minutes  
Upon a motion by Terry Spieler, seconded by Karen Wadsworth, the minutes of the last meeting held October 5, 2008 during the ASLCS Professional Development Seminar/Fall Meeting in Reno, Nevada, were approved.

Old Business  
The New Attendee Orientation for the fall meeting in Seattle, Washington was the main focus of the meeting. The theme “Fishing for Members” was the unanimous choice of those attending the meeting. The time of the orientation is tentatively set for Wednesday, September 16 from 3:30 p.m. to 5:30 p.m. The new attendee wrap-up session is tentatively scheduled for Saturday, September 19 from 1:30 to 2:30 p.m.

Melissa Bybee-Fields suggested a couple of icebreakers for the orientation. The “Go Fish” icebreaker was the preferred choice. John Garrett suggested extending the icebreaker beyond the orientation meeting.

The suggestion of using a different color lanyard for the new members was discussed and it was decided that it was unnecessary. Some thought the lanyard would be covered with state pins and would not be worth the extra expense or effort and that the new attendee ribbons were sufficient.

The pin contest and its duration were discussed. Information sent to the new attendees should include an explanation of the contest and should be sent early enough for the new attendees to order pins to bring to the fall meeting. The time the contest concludes should also be included in the new member information. Most thought announcing the winner at the business luncheon was the best time. Emailing the New Attendee Booklet to the committee members was favored by the members in attendance.

Karen Wadsworth felt it was necessary to explain the difference between “new attendee” and “new
member” in the New Attendee Booklet. She noted that new attendees do not pay dues and do not receive information about the organization. New members, however, pay dues and receive information sent out by the organization.

Having new attendees work one night in the hospitality lounge was agreed upon. Most thought this would be a fun activity for the new attendees and a way for them to get to know other members.

Everyone thought opening up the sponsorship of new attendees to the members of the Society who had attended a meeting before was good. An email should be sent out to those members in the next few weeks asking those who are willing to sponsor a new attendee in Seattle to submit their name as a possible sponsor. Having back-up gifts for unexpected new attendees was strongly suggested. Possible solutions would be for the chair and vice chairs to bring an additional gift and ask NCSL for a few of their gift items.

Judy Barrows suggested designating a moderator for the new attendee wrap-up session. The Committee Chair Transition is tentatively scheduled at the same time and the Chair and Vice Chairs may be attending that meeting.

New Business
Rob Marchant gave an update as to the number of new members. Currently there are 383 paid members as compared to 312 last year. Twenty-seven (27) are new members. There are only 37 less members than the total for 2008. Rob thought this was pretty good considering the economy.

Adjournment
Upon a motion by Judy Barrows, seconded by John Garrett, the meeting was adjourned.

Respectfully submitted,
Bonnie Trivette (NC), Vice Chair
Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the Professional Journal Committee was called to order by Nathan Hatfield (VA), Co-Chair.

Attendance
The following members of the committee were present:

Nathan Hatfield (VA), Co-Chair
Carmen Cauthen (NC)

Approval of Minutes
Approval of the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, NV, were deferred until the full committee meets in Philadelphia, PA, for the NCSL Annual Meeting.

Old Business
It was stated by Co-Chair Hatfield that the committee had received an article from Rob Marchant entitled Legislative Rules and Operations: In Support of a Principled Legislative Process.

New Business
The suggestion was made to look at NCSL’s “The Thicket” for article ideas. Also, an email will be sent through Angela to the entire Society in hopes that it might elicit participation for the next edition.

Adjournment
Upon a motion by Carmen Cauthen, seconded by Nathan Hatfield, the meeting was adjourned.

Respectfully submitted,
Nathan Hatfield (VA), Co-Chair
Program Development Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the Program Development Committee was called to order by Diane Bell (FL), Chair

Attendance
The following members of the committee were present:

Diane Bell (FL), Chair
Patrick O’Donnell (NE), Vice-Chair
Jay Braxton (VA), Vice-Chair
Michael Cote (ME)
Jeffrey Finch (VA)
Scott Kaiser (IL)
Tara Perkinson (VA)
Eleanor Ringel (WV)
Susan Schaar (VA)
Bonnie Trivette (NC)
Sheila Ryan (IL)

Other members/guests in attendance included: Millie MacFarland (ME), ASLCS President, Terry Spieler (MO), Rob Marchant (WI), Ben Balding (WV) and Sheila Ryan (IL).

Approval of Minutes
Upon a motion by Jeff Finch, seconded by Judy Barrows, the minutes of the last meeting held Sunday, October 5, 2008, during the Professional Development Seminar, in Reno, NV, were approved.

Old Business
The Chair updated the committee on work that has been done by the Chair, Vice Chairs, Recorder, NCSL Staff Liaison, and the Chairs of the Technology and Support Staff Committees. The Chair provided information on the plenary speakers, David Meinz and Betty Lochner. Mr. Meinz, who was a plenary speaker at a previous ASLCS PDS, will speak to the group on health and nutrition. Ms. Lochner will discuss managing, motivating, and understanding the four generations that are currently in the workplace in a session called “Generations at Work”.

The Chair gave the committee an overview of the concurrent sessions, which will be Budget Cuts, Leadership Training, Mason’s Manual Commission, Legislative “Off the Record”, Technology, and the Impeachment Process. The Chair told the committee there was still some flexibility in the times for all concurrents, except the Masons Manual Commission and Legislative “Off the Record” sessions which are now locked in. She also mentioned that there are still panelist and moderator slots to fill.

New Business
A recommendation from the Support Staff Committee to change the name of the “Job Fair/Job Share” session to adequately reflect what the session is about was discussed. There was also a concern raised about the perception of too much “free time” on Friday afternoon. This issue was discussed and the committee determined
that with the Job Fair ending at 4:00 pm, it will give conference attendees a full day of conference activities plus some free time to do things on their own. Based on evaluations from the Reno PDS, members of the society had requested additional free time.

The concurrent session hosted by the Technology Committee was discussed. In addition to Facebook and Twitter, committee members would like to see other social networking sites such as LinkedIn included in this session.

The Chair discussed the NCSL Mega Session and asked the committee for their thoughts and ideas. Rob Marchant recommended a session on Forensic Information Technology. Rob’s recommendation was discussed and it was decided that Rob would provide Angela Andrews with more information on this topic including contact information for potential speakers in order for this to be pursued further.

Adjournment
There being no further business, the meeting was adjourned.

Respectfully submitted,
Jay Braxton, VA, Vice Chair
Site Selection Committee Meeting Minutes

Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the Site Selection Committee was called to order by Emily Howard, VA, Vice Chair.

Attendance
The following members of the committee were present:

Emily Howard (VA), Vice-Chair Nathan Hatfield (VA)
Robert Altmann (WV) Terry Spieler (MO)
Dave Avant (AL) Bonnie Trivette (NC)
Jay Braxton (VA) Denise Weeks (NC)
Michael Cote (ME) Joyce Wright (AL)
Gregory Gray (WV)

Other members/guests in attendance included: Mick Bailey (WV), Ben Balding (WV), Ann Cornwell (AR), Jeff Finch (VA), and Eleanor Ringel (WV).

Approval of Minutes
Upon a motion by Emily Howard, the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, NV were approved.

Old Business
Emily reminded everyone about the surveys that were sent out to ALSCS membership regarding the 2011 Annual Meeting and possible Host State interests. The surveys are asked to be returned to the Site Selection Committee by May 15, 2009.

New Business
Host State possibilities were the topic of conversation. Terry Spieler (MO) was recognized and indicated that Missouri may be interested in hosting the 2011 Annual Meeting with Branson or the Ozarks being the choice locations for the meeting place.

Susan Clarke Schaar joined the meeting representing the Budget Committee and informed the Committee that ASLCS has funds available and that the Annual Meeting for 2011 could be held in a No Host State. Once that information was learned, further discussion of meeting site possibilities continued noting that additional sites should be researched and discussed.

An update regarding the Seattle planning was given and the meeting is coming together very well. The contract has been signed with the Seattle Renaissance; the plans for the Opening Reception and the State Dinner Dance have been confirmed. A preliminary agenda was distributed. It was pointed out that Brad Hendrickson is taking special care with the music planning.

The Committee was reminded that the Annual Meeting for 2010 is set to take place in Milwaukee, WI.

President Millie MacFarland joined the meeting to briefly
discuss the concern over the attendance at future meetings. Since some states are cutting back on travel opportunities, members may find it financially difficult to attend meetings. She would like for ASLCS as a whole to talk about ways to help cut costs for attendees. She also pointed out the importance of meeting the agreed upon room block at the meetings.

Adjournment
Upon a motion by Eleanor Ringel, seconded by Ann Cornwell, the meeting was adjourned

Respectfully submitted,
Joyce Wright, AL, Acting Recorder
Spring Meeting  
Washington, D.C.  
April 18, 2009

Call to Order  
In absence of committee chair and vice-chairs, the meeting of the Support Staff Committee was called to order by Nathan Hatfield (VA) upon his agreement to serve as recorder for the meeting.

Attendance  
The following members of the committee were present:

Jay Braxton (VA)  
Michael Cote (ME)  
Jeffrey Finch (VA)  
Nathan Hatfield (VA)  
Emily Howard (VA)  
Tara Perkinson (VA)  
Joyce Wright (AL)

Other members/guests in attendance included: Diane Bell (FL)-Chair of Program Development, George Bishop (VA) & Dowe Littleton (AL).

Approval of Minutes  
Approval of the minutes of the last meeting held October 5, 2008, during the Professional Development Seminar, in Reno, NV, were deferred until the full committee meets in Philadelphia, PA, for the NCSL Annual Meeting.

Old Business  
George Bishop informed the committee that the changes approved by the Executive Committee to the Bylaws & Standing Orders regarding the Associate Exchange Program were as follows:

- Increase from $250 to $500 minimum per attendee
- Increase allocation per year to $2000

New Business  
Diane Bell, Program Development Committee Chair, reminded the committee that as has been past practice, the Support Staff Committee would be responsible for getting facilitators for each of the nine breakout sessions for the PDS in Seattle (President facilitates Principal breakout and Associate Vice Chair facilitates Assistants breakout session).

Discussion was had that it has been mentioned on evaluations that the breakout sessions (especially the Assistants breakout) need to have a topic specifically related to the job description. “Relationship of Assistant Clerk/Sec. to Chief Clerk/Sec.” was made as a possible suggestion.

Regarding the “Job Fair/Job Share” to be held at the meeting in Seattle, it was agreed by those present that the title be changed for this session to better reflect its purpose. “Product Expo” was suggested. It was the feeling of the committee that the flyer from last year again be used to promote participation and clarify that it is “products of the legislative process” which include, but are not limited to, technology components.

Adjournment  
Upon a motion by Joyce Wright, seconded by Jay Braxton, the meeting was adjourned.

Respectfully submitted,  
Nathan Hatfield (VA)
Spring Meeting
Washington, D.C.
April 18, 2009

Call to Order
The meeting of the Technology Committee was called to order by John McE. Garrett, VA, Vice Chair.

Attendance
The following members of the committee were present:

John Garrett (VA), Vice-Chair
Scott Kaiser (IL)
Melanie Reekes (VA)

Other members/guests in attendance included: Rob Marchant, WI, Clerk, Diane Bell, FL (Chair of Program Committee), Sheila Ryan, IL, (Legislative Administrator Committee)

Approval of Minutes
Minutes of previous meeting were not considered due to lack of committee membership attending.

New Business
The Committee has been charged with providing a topic and panel for one of the concurrent sessions at the PDS meeting in Seattle. Those in attendance all agreed that a session on Social Networking would provide an informative session for ASLCS members. All agreed the topic would include use of Facebook, Myspace and other networking sites such as LinkedIn and Twitter. The use of Town Hall electronic meetings being held by legislators should also be included. These meetings may be audio only and others maybe video and audio. Scott said that he was interested from an administrative aspect, that is, “Is this a legitimate expense for the member, as opposed to a political expense?” All agreed also that it is important that panelists selected be knowledgeable in the technology as well as how it is or may be used by legislators and staff. Diane asked that the committee select a “catchy” title for the session to get attendees interest. Angela Andrews, NCSL Policy associate reported the new NCSL website maybe available for showing. She would need to check with NCSL IT staff and report back to the committee.

Adjournment
Upon a motion by Scott Kaiser, IL, seconded by Melanie Reekes, VA, the meeting was adjourned.

Respectfully submitted,
John McE. Garrett, VA, Vice Chair
I am very proud to be a member of the American Society of Legislative Clerks and Secretaries. I am also grateful to the Executive committee for selecting me to participate in this remarkable program. I would like to thank Ms. Diane Bell for her creative ability to plan and implement this program as a wonderful tool for Society members to participate directly with a state, allowing hands on access and the ability to interact in the legislative process with staff and members of another state. Further, I would like to thank the President of the Society for deciding to help defray expenses with an increased reimbursement that helps considerably. Lastly, I would like to thank the host state I visited, the North Carolina House, Denise Weeks, Carmen Cauthen, and all of the Principal House Clerk’s staff as well as Janet Pruitt, the Chief Clerk of the Senate.

I arrived to North Carolina on a Sunday to great weather. On Monday, my journey began. I was picked up by Carmen Cauthen and we arrived to work at 2:00 p.m. This would be considered late for La., but we never convene session at 7:00 p.m., so this was very understandable. Upon arriving to the Legislative Building, which is where the Principal House Clerk’s Office is located as well as the General Assembly, I was greeted with typical Southern Hospitality (this is a good thing). For all who have not had this treat, you should apply to the Associate Exchange Program and find out how wonderful it is. I got a good bit of news, after my greeting from the Speaker of the House, Joe Hackney. He told me we would adjourn in about an hour which I found a bit interesting until someone brought it to my attention that he is a North Carolina Tar Heel Alum and the Championship game was tonight. Whoo Hoo.

The start of my day included meeting many House staff personnel and a brief tour of the Chamber and building. Denise Weeks, as well as Carmen Cauthen, told me what the desk and Journal staff did to prepare for session. I met with Bonnie Trivette, the House Page Supervisor, who had 23 pages at the time I met her. I was privy to sit in with them on their training from Bonnie, as well as Denise, which gave them their orders to execute during session.

Once session started, I was in the Chamber and I was introduced to the membership by Speaker Hackney, which was a treat. Session flowed really nice and smooth. I sat on the front desk with Denise, House Principal Clerk, Terry Rumley, Sharon Sexton Gainey, and John Young, the Reading Clerk, all of whom work for the House Principal Clerk. When session adjourned, I sat with the House Principal Clerk’s staff to see where the magic occurs to actually do the real work of proofing and preparing for the next day’s adventure.

Tuesday was quiet chilly at the start of my day, at 8:00 a.m. we were off to the races. I met with Sharon who operates the voting machine, who showed me the inputting she does to prepare for session. I followed this up by meeting with Jim McElroy who runs the Legislative Management system and he showed me the bridge between multiple systems and how he makes corrections, as well as additions to the system. John Bell and Andi Hughes work for the in-house computer division (I.S.D.) and they maintain the voting machine from a technical nature behind the scenes, if problems arise and or changes need to be made from a programmer’s perspective. This shed a lot of insight as to what changes are requested and how they are handled from the beginning of the request until it is completed. I then met with Walker Reagan, the Director of the Research Division and Cathy Martin, the Legislative Librarian. The two gave me a good overview of the staff and its functionality by divisions. Walker gave me insight as to how staff is divided into groups and Cathy gave me insight as to the access the public has and the far-reaching time periods the library’s collection goes back (some information contained goes back until the 1800’s). After lunch, I spoke with Karen Hammonds-Blank, Principal Analyst, who gave me details about the budget, how it is formed and collaboration with the Senate. During this time period, I met Rep. Crawford who had high praises for Karen and her work ethic. I later revisited Jim and worked with Wesley Daniels on Bill Status. This ended the day and I went to a Legislative reception at the museum across the street that featured an exhibit on Blackbeard which was very interesting, with good food.
Wednesday, the weather was very cool and welcomed. I started my day off with the Journal staff - Polly Davison, Ann Luck and Terry Rumley told me how the journal is put together to create the Calendar. They accomplish this electronically. And this year was the first year they started the electronic process, which was interesting to see this transformation for them, since they showed me how it was done in previous years. I moved on to meet the Director of House Legislative Assistants’ Office which paired me with Rep. Jones’ Legislative Assistant in the Local Government I Committee. The meeting was very fast because most issues were previously considered in the respective municipalities that referred the passing issues to the Legislature, thus removing the need for extensive debate, since the meeting at the local level was public.

After lunch with the Journal staff, I met with Elizabeth Henderson from the House Principal Clerk’s Office to discuss Calendar and messages to the Senate and all that is involved with the two. This was interesting in the two types of messages she can send - regular or special, the latter indicating it is of extreme importance and should be considered as soon as possible. I followed my day meeting with Dennis McCarty, the Director of Information Systems Division (I.S.D.), and Peter Capriglione, Manager, Business Application Division. They shared knowledge pertaining to the phone system, which has numerous capabilities, and the maintenance of the computer network which was very insightful. This concluded my day.

Thursday morning I started off at 8:00 a.m. and met with Gerry Cohen, Director Bill Drafting, where he gave me a tour of the departments he was responsible for, starting with Bill Typing, where they do a lot of work, then to Proofreading, who checks for revision that may need to be made so the bill is perfected. I spoke with Sylvia Bolton about the extensive research that is done to ensure minimal errors, if any, in the last stage of the process. She also offered me a North Carolina staple - fresh, hot Krispy Kreme Doughnuts - yummy!!! I followed this by meeting Karen Jenkins, the Enrolling Clerk, who presents bills to the Governor and has them signed by the presiding officers. I went to the Executive Mansion and got a personalized tour with Wesley and Elizabeth. It was a beautiful house and the Governor just finished having a meeting with some legislators before we arrived. I then took a tour of the State Capitol which was burned several times and restored wonderfully. This concluded my day.

Friday, I met with Denise, the House Principal Clerk, to visit a museum and had a great lunch. This concluded my fabulous trip and has made me (I think) the new number one sponsor of the Exchange Program because it is truly a great program with the ability to learn new things, meet phenomenal people, and understand that we as a Society may do things in different manners but we strive for and attain the same end result. I strongly encourage all associates to consider applying to this wonderful experience.

Virginia
Melanie J. Reekes
Virginia Senate Clerk’s Office

I recently had the opportunity of visiting the Florida House of Representatives for the Associate Exchange Program. I was very excited to learn that I was chosen for the program. Before attending the annual ASLCS meetings, I thought every Clerk’s Office operated the same exact way. When I attended my first meeting, I realized I was way off the mark! I was very excited to have the chance to experience the differences first hand. My expectations were greatly exceeded!

My position in the Virginia Senate is in Support Services. I’m the Assistant Purchasing Officer and telecommunications coordinator. I handle the telephone system for the Senate and assist in the procurement of supplies, furniture, stationery and business cards, etc. We are also in charge of maintaining inventories, supply requests and facilities management. I was a little nervous before the visit because the Support Services group is so diverse within the society. I thought the Associate Exchange Program was for those who have positions that deal directly with the legislative process (Journal, Indexing, Calendar, etc.) Since my position does not
directly deal with the process, I was a little worried about how I would fit into the “exchange” program.

I was in contact with Diane Bell prior to my visit in regards to my job responsibilities and organizing my schedule. From my e-mails and phone conversations with Diane, we determined that in addition to the Clerk’s Office, I would benefit from visiting with House Administration and the House Sergeant’s Office.

I visited Florida the week of April 20th - 24th, which was their second to last week of regular session. I started off the week by touring the new Capitol building, including the House Clerk’s Office and Chamber with Diane. I then met the former Clerk of the House, John Phelps and took a tour of the historic Capitol. All throughout the week, I had the privilege of sitting on the dais during the floor sessions. This was fascinating because being in the Chamber is not a part of my daily activity in Virginia. I also met with the House Clerk’s Office print services and discussed our very different policies in regards to stationery, business cards and note cards. I was also taken on a tour of their print shop.

In Florida, the procurement division falls under House Administration, which is separate from the Clerk’s Office. I spent time with the Director of House Administration and the Purchasing Officer. Like Virginia and every other state, Florida is also experiencing budget issues. It was interesting to discuss the different ways of how both states cut some of their budget without compromising the services that the Legislators and staff are accustomed to receiving.

I was amazed that the Sergeant-at-Arms was a separate department. In the Virginia Senate, our Sergeant-at-Arms consists of one person. Telecommunications, building maintenance, inventory and parking fall under the Sergeant’s office. I met with the Telecommunications Coordinator and quickly realized that we both have the same issues in regards to the telephone system and personnel training. I also met with the House of Representatives facilities management team. I was taken on a tour of the Representative and Legislative Assistants offices, inventory and furniture supply room. We discussed in depth the procedure for office moves and inventory systems. I never thought I would be jealous of a bar code inventory system! From these meetings, I realized how thankful I am to only have to coordinate 40 Senator office moves vs. the 120 Representative offices in Florida!!

The exchange trip was a great learning experience. In every state, we all have the same goal but how we get there is unique to each state. To be able to experience the differences first hand was a great pleasure. The Associate Exchange Program would be a great experience for anyone involved with ASLCS. I enjoyed spending time with the people I met in Florida. There were busy days and late nights for the Florida House Clerk’s staff, so I’m much appreciative of them taking the time to meet with me and show me around. Thanks to Diane Bell for everything! I’d also like to thank my boss, Susan Schaar and ASLCS for allowing me to have this opportunity.

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**Florida House of Representatives**  
**Office of the Clerk Report**  
By Diane Bell, Deputy Clerk

Melanie Reekes, Assistant Purchasing Officer of the Virginia Senate applied to the American Society of Legislative Clerks & Secretaries as a candidate for the Associate Exchange Program. After being recommended by the Support Staff Committee and approved by the Executive Committee, we were notified that Melanie would be visiting the Florida House of Representatives. I contacted Melanie and she and I began working out a plan to determine a time that would work into her schedule and into our legislative schedule.

Melanie arrived in Tallahassee and reported to the House on Monday, April 20 through Friday, April 24. During our many e-mails back and forth, Melanie had given me a job description of her duties and specific areas she wanted to gain knowledge from. Because of Melanie’s multi-faceted duties and responsibilities with the Virginia Senate, some of her interests were within the Clerk’s Office and some were in the House Sergeant’s Office and House Administration.
We were in our last two weeks of session, although we did have to extend an additional week. We met in the Chamber all week, most all day. We obtained a “staff pass” for her from the Speaker’s Office so she would be able to sit at the Clerk’s desk during session and observe our legislative process and be able to go and come at will while she visited with other staff people to talk about the responsibilities and duties relevant to her job with the Virginia Senate.

In addition to her observation of the legislative process in the Chamber and discussion with the Clerk and me, Melanie visited with Steve Godwin, Director of House Administration and discussed purchasing, the page and messenger program and the review of invoices, receipt, location and accuracy for payments and review of contracts; Corey Clark with the House Sergeants Office to discuss procurement of materials, equipment and services, identification cards, maintenance and supply; Linda Wilkie with the House Sergeant’s Office to discuss telecommunications and telephones; Gloria Jones with the Clerk’s Office to discuss stationery orders, including gold seal letterhead, note cards and envelope requests from members and the printing thereof. She visited with John Phelps, former Clerk of the House, currently Clerk Emeritus and House Historian and Curator of the Historic Capitol where she was taken on a tour of the old Capitol.

Melanie was very communicative with all of the staff and easy for us to talk with. We found that we have a good many of the same challenges but also a genuine appreciation for the process. It was rewarding and interesting to talk with her and find out how she has adapted to and continues to adapt to constant changes within her own legislative environment.

We, in the Florida House, were very appreciative of Melanie’s interest in our chamber and Florida’s legislative process. Everyone involved exchanged ideas, and the Clerk and I were able to slip away from the Capitol a couple of evenings to take Melanie to dinner before returning to work. We all got to know each other better both personally and professionally. The week went by too quickly and we all wished that we had more time to spend in the evenings with her, but as we all know, when the session is over for the day, the work goes on and on and on into the night and early mornings!

In summation, we feel that the exchange was very successful. Melanie was a joy to visit and interact with. She was very knowledgeable about her job and very complimentary of her supervisor, Johnye Bennett and her Clerk, Susan Schaar. We hope that she received as much enjoyment and education from visiting our state, observing and participating in our process, as we gleaned from her. Thank you Melanie for choosing us!
The Times They Are A-Challenging

By Gary VanLandingham, NCSL Staff Chair

To paraphrase the old Bob Dylan song, the waters around us have grown and we often feel that we are swimming to avoid sinking like a stone. Virtually all states are coping with the worse budget crisis in at least a generation, and legislative staff are being asked to quickly identify policy and budget options that legislators can consider in addressing the situations in our states. The pressure is on us to do more with less and to get answers to tough questions in very short periods of time.

Fortunately, we can use the resources available through NCSL to help meet this challenge. NCSL’s newly redesigned website is much easier to navigate and provides a huge amount of information on policy options being considered by the 50 states. The website’s new search functions allow users to easily search the site to obtain briefing papers, examine legislation that has been filed in every state, and identify and contact NCSL staff with expertise on virtually any topic. The website also enables legislators and staff to use listservs to contact peers throughout the nation to share information.

The Legislative Summit, which will be held in Philadelphia in July, will provide an unsurpassed opportunity for legislators and staff to participate in a wide range of sessions addressing key policy issues facing state legislatures as well as the opportunity to network with colleagues who are grappling with the same issues that face our own states. As many states face travel restrictions, we will post recordings of many Legislative Summit sessions on the website so that this information can reach the maximum number of legislators and staff. Please check the website starting in late July to view these sessions and download copies of materials that were distributed and discussed.

Also, watch for expanded webinars that will be offered over the coming year. The Legislative Staff Coordinating Committee has been working to increase NCSL’s capability to host these programs, and the Foundation for State Legislatures has allocated funding to obtain the needed equipment and software to produce the programs. The webinars will enable staff and legislators to participate in high quality professional development programs without having to leave our offices.

Finally, please support a new initiative to help address the nation’s critical shortfall in civics education. Legislative staff in nine pilot states will work with public schools to support Project Citizen, which teaches students how they can examine and help resolve public problems. In this program, staff will work with a group of students as they select a problem to research, identify and assess policy alternatives, and present their proposed solution to government officials. This effort will supplement the very successful Legislators in the Classroom program in which legislators visit schools to talk about representative democracy and the legislative process.

As always, if you have questions or suggestions, please feel free to contact me or any of the legislative staff officers. Hope to see you in Philly!
This winter, our office, like many of yours, was full of stacks of outdated forms and dog-eared bill files all doomed for the landfill. As we prepared to haul away the remnants of sessions past, suddenly an idea occurred - wearable art!

Each year our local arts council hosts a wearable arts show which serves as a fundraiser for arts programs and scholarships. Members of the community create pieces of wearable art, which are then modeled in front of hundreds of Juneau residents. In the past, outfits have been made of moss, wood, bottle caps, and fishing lures, to name a few. As we looked at our piles of rejected office goods, we thought: Why not old legislative office supplies?

In the following month, we began formulating a plan and piecing together an ensemble. We decided to create a maid costume, titling our piece “Housekeeping”, which seemed appropriate given our office’s role in the Alaska House of Representatives. As our commitment became more of a reality, we began spending evenings cutting, gluing, stapling, and sewing together our costume.

Our finished outfit, modeled by Assistant Chief Clerk Jacquelynn Schulz, consisted of clips from legislative bill files, pieces of old statute book covers, outdated roll call sheets, and recycled office paper. Her runway debut proved very successful and was well-received by the audience. And though we had a lot of fun finding creativity and style among obsolete office supplies, we collectively decided that we make much better clerks than fashion designers!
New Clerks and Secretaries

Florida Has a New Clerk of the House and a New Secretary of the Senate

By Diane Bell, Deputy Clerk of the House

It is with pleasure and pride that I take this opportunity to introduce our new Clerk of the House, Robert L. Ward, and the new Secretary of the Senate, R. Philip Twogood, to the American Society of Legislative Clerks and Secretaries.

I have known Bob and Phil for a number of years, having worked with both of them in their various roles in the House and Senate. With their vast prior experience, they have a great understanding of the legislative process and procedure, are dedicated to the institution, and I have the great honor and privilege to continue working closely with them. They plan to attend our Professional Development Seminar in Seattle in September and I know that you will welcome them into the fold of this wonderful group of peers, associates, colleagues and friends called “The Society”.

Bob Ward has spent over 20 years in Florida government working in various capacities that have included serving as an aide to Lt. Governor Bobby Brantley, Chief of Staff to Speakers Bense and Rubio, Education Policy Coordinator to Governor Jeb Bush, Chief of Operations to Speaker Tom Feeney, Deputy Assistant Secretary to the Department of Education, Staff Director, Legislative Analyst to the House Education Committees and an administrator in county government.

He has twice traveled to the Middle East serving on technical assistance teams focused on legislative capacity building.

A graduate of Florida State University with a Baccalaureate degree in political science, Bob has been married for the last twenty years to Karen Phillips of Goldsboro, North Carolina. They have a twenty-year-old daughter, Katherine, a sophomore at Tallahassee Community College.

Philip Twogood has worked for the Florida Legislature for eighteen years where he has served in such positions as Deputy Chief of Staff for the Senate, Senior Staff Director for the Senate Committee and House Committee on Rules, and Senior Policy Advisor to the Senate President. He was selected as Secretary of the Senate in November, 2008.

Prior to working for the Legislature, he was an Assistant Professor of Public Administration at the University of Texas - San Antonio and the University of North Florida.

Phil received his undergraduate degree in history from New College in Sarasota, Florida. He also received a master’s degree in public administration and a doctorate in government from the University of Virginia.

He has been married to his wife Vicki for twenty-five years, and his son Sean lives in Bradenton, Florida.

Phil has been involved with NCSL as a member of the national Executive Committee, the Staff Vice Chair of the Assembly on State Issues, and a graduate of the Legislative Staff Management Institute.
New Clerks and Secretaries

New Senate Secretary in Illinois

By Scott Kaiser
Assistant Secretary, Illinois Senate

Jillayne Rock, who became Secretary of the Illinois Senate in March of this year, is no stranger to the Illinois General Assembly. Rock finds herself “back home again.” Most recently, Rock served as chief of staff to former Senate President Emil Jones, Jr. Jill first joined the Senate staff in 1988, working on the committee staff for Senate Democrats. After several years working on issues related to insurance and public pensions, Jill had an opportunity in the private sector to lobby for telecommunications issues. But like many of us, the legislative process is in Jill’s blood and she returned to the Senate as a member of the management team for Senator Jones. She worked herself up to deputy chief of staff and then Chief of Staff for four years.

Rock takes over as Secretary of the Senate from Deborah Shipley, who moved to the legislative affairs office of Governor Pat Quinn, who was elevated into office upon the impeachment of Rod Blagojevich. Jill says she looks forward to becoming involved in ASLCS and meeting colleagues from across the nation. Rock says, “I love the legislature and the legislative process. This position will allow me to experience both from a whole new perspective. It’s very exciting.”
OREGON

Restoration Project Summary
Judy Hall, Senate Secretary

The $33 million Capitol Wings Restoration Project for the Oregon State Capitol in Salem, Oregon was completed under budget and on time so the legislators’ offices were ready for the 2009 legislative session. The project was successful, in spite of a month-long special session in February 2008 and a major fire that occurred August 30, 2008, during construction.

Beginning in July of 2007, the thirty-year-old House and Senate wings portion of the 1938 state capitol were stripped down to bare concrete. Old, toxic (when burned) network cable, carpet and other materials were removed and recycled. Corroded pipes that had made the water undrinkable were replaced and holes bored between floors, posing a serious fire hazard, were filled.

In addition to addressing fire and life/safety issues, the renovation of the wings also focused on longevity and efficiency. Lights were replaced with high efficiency fixtures, and occupancy sensors and natural lighting were added to further enhance energy efficiency. An updated ventilation system performs better while consuming less energy. New plumbing carries clean, drinkable water throughout the wings. Touchless fixtures in restrooms reduce water consumption and improve sanitation. The House and Senate wings were designed to ensure a work environment that maximizes productivity, made more accessible to all visitors, and finished to visually match the chamber they support.

The wood furniture, black walnut for the Senate and oak for the House, was hand-crafted by Oregon’s Correctional Enterprises. The senators’ and representatives’ desks were crafted to resemble the chamber desks from the 1938 Senate and House Chambers. The prisoners who worked on the project derived pride in producing a quality product and state officials were praised for using the prison resources.

During the renovation, two major obstacles occurred that could have delayed the project, a leaking terrace roof over the hearing rooms and a fire in the Governor’s office that caused extensive smoke and water damage to parts of the new addition as well as the old Capitol. As mentioned earlier in this article, the project still was completed under budget and on time!
West Virginia’s Capitol On The Move

Eleanor Ringel

“Upon viewing the Capitol Complex in Charleston, one is left with little doubt that the seat of government in West Virginia is securely moored along the north bank of the Kanawha River. Yet, the Capitol’s location literally floated between the northern and south-central regions of the Mountain State during its spirited one hundred forty-five year history.”

The first temporary seat of government, where statehood was finally determined on June 20, 1863, was in Wheeling, West Virginia. Seven years later, in 1870, the Legislature selected Charleston as the permanent seat, and the state officials “boarded a steamer laden with state records and other properties, to make the three-day journey down the Ohio River and up the Great Kanawha to the new capital city.”

The newly built Capitol building was located in downtown Charleston, and remained the State Capitol until the Legislature elected to return to Wheeling in 1875. Again the state officials boarded a steamer, the Emma Graham, “laden with state records” and made the journey back to Wheeling. “The properties of the growing state required two barges and the steamer Iron Valley for transport.” Meanwhile, the citizens of Charleston filed an injunction to prevent the removal of state archives and records, but failed to halt the transfer to Wheeling. Wheeling also built a new Capitol building, financed by the City of Wheeling.

Two years later, in 1877, Governor Jacob called for a statewide election to determine the permanent seat of state government. Three cities, Martinsburg, in the eastern panhandle, Clarksburg, in the northern section, and Charleston, in the south-central region of the state, received votes. In the fall of that year, Governor Jacob declared that Charleston, having received the majority of the vote, was to be the permanent seat of government.

Once again, and for the last time, the “state personages and properties embarked on steamers, the Chesapeake and the Bell Prince with the barge Nick Crawley in tow”, and found their way to Charleston and the second Charleston capitol and the fourth building used as the official home of government. The new Capitol building occupied a block in the middle of downtown Charleston. Sadly, the story of West Virginia’s Capitol building doesn’t end there. On the afternoon of January 3, 1921, “plumes of smoke were seen rising from the top of the Capitol building and soon thousands of spectators, including Governor Cornwell, who emerged from a side door, witnessed the complete destruction of the picturesque, vine-clad building with a clock tower. Spectators viewing the burning were also treated to a rare display of fireworks, as thousands of rounds of ammunition, confiscated as a result of recent unrest in the coalfields, exploded and fueled the raging flames.”

A temporary Capitol building was speedily erected in just forty-two working days after the fire and was know as “the Pasteboard Capitol”. Other buildings around town served as offices and houses for state courts and the Legislature for several years to come. The Legislature, in an extraordinary session, chose seven members to find an architect and a suitable location which would “serve the needs of government in a practical sense for a long time to come.” The committee selected architect Cass Gilbert who had more to his credit and was more highly recommended than any other member of his profession. “His achievements were found in some of the most famous buildings in the country at the time, including the Woolworth Building in New York City and the capitol buildings of Minnesota and Arkansas, the United States Treasury, Annex, and the United States Chamber of Commerce Building.” Work began in December, 1921, and the Capitol Building was fully completed in 1932.

One more note: While work was progressing on the new Capitol building, in March, 1927, the “Pasteboard Capitol burned to the ground and left many of the departments of state homeless once more.”

From “The West Virginia Capitol: A Commemorative History” published by the Legislature of West Virginia
Idaho Almost Breaks Record

Jeannine Wood
Secretary of the Senate

“Idaho’s 2009 Legislature adjourned sine die Friday May 8, 2009, the 117th legislative day -- one day short of tying the record of the longest session in Idaho history. The House adjourned sine die (or thought they did) two weeks earlier, but Idaho’s constitution states that one body cannot adjourn sine die for more than three days without the other body; thus, the House had to return four days later. The contentious session was marked by the same issues facing most other states in that the economic downturn affected the budget, and there were many uncertainties concerning the moneys derived from the Stimulus Package.

The length of the session complicated the lives of many of our legislators. Most of them maintain a second residence in Boise during the session and their leases expired the first of April. They then had to scurry to find new lodging for another few weeks. In addition, several senators had planned trips months ago and the trips couldn’t easily be cancelled or rescheduled and several had to have substitutes appointed for the remaining final days. We had five acting senators at the end of the session.

Idaho is probably only one (maybe the only one) of a few states that allows for substitute legislators to serve while the legislature is in session. In the Senate, the main criteria is that the elected legislator has to be gone at least three days. One senator missed two years, and had a replacement for the entire time. His wife had terminal cancer and he stayed home to care for her, thus missing the 2008 session, and he missed the 2009 session as well. He will return next session.

One senator left the Senate two weeks before the end of the 2008 session, and also missed the entire 2009 session, thus having a substitute for the entire session. He is battling brain cancer and hopes to return in 2010. One senator had a legislative business meeting and missed the last week, and his wife sat in for him. Another had a yearly trip scheduled to Guatemala and he appointed a substitute to sit in for him the last two weeks of the session.

Even our President Pro Tempore - who has broken records in his own right as the longest continuous serving Pro Tem in Idaho Senate history - had an important commitment he could not delay. As a result, he requested that his father be appointed to fill his seat temporarily for the last week and a half of the session. His father, age 82, had himself served a long and illustrious time in the Idaho House of Representatives from 1977 to 2000 before retiring.

The legislature will return in eight short months, but this time we will all be back in our newly renovated/expanded capitol. The capitol has been renovated from top to bottom and it will truly be a beautiful building for us to enjoy. The move back will especially be welcomed after spending two and a half years in very crowded temporary quarters.

Kentucky

Jean C. Burgin, House Clerk

The Commonwealth of Kentucky had some changes during the organizational part of the 2009 Regular Session. We had a change in the Speaker of the House, and he had been in this office since 1995. New leadership was elected in the House Majority Caucus and House Majority Whip offices, and we also had a change in the House Minority Whip office. We had a good legislative session. Our members finished business and actually left town one day early in this thirty-day session.
Committee Webstreaming Now Offered
Public hearings conducted by the Nebraska Legislature’s 14 standing committees can now be viewed live online. The new service is part of a comprehensive webstreaming project that provides citizens greater access to the workings of all three branches of state government. Cameras installed throughout the Capitol Building now provide live video coverage so citizens can watch bills being heard before a committee, cases being argued before the Nebraska Supreme Court and Court of Appeals, as well as the Governor’s news conferences. Nebraska’s webstreaming project is believed to be one of the most comprehensive in U.S. statehouses, thanks to the collaboration that allows the three branches of government to use one system. Legislative floor debate has been streamed live on the Internet since 1998.

Hearing Room Named After Senator Chambers
State Senator Ernie Chambers served in the Nebraska Legislature from 1970 - 2009, marking 38 years of public service to District 11 and the State of Nebraska. During each of his years of service, Senator Chambers served on the Legislature’s Judiciary Committee, and served on the Executive Board for 26 years. Senator Chambers tirelessly served his district and the citizens of the State of Nebraska by focusing on individual rights, minorities, the poor, and traditionally powerless groups. Senator Chambers made history by being the member of the Legislature with the longest length of service, and in November 2008, the Nebraska Legislature tangibly demonstrated its appreciation and respect by naming the Judiciary Committee Hearing Room, Room 1113, in Senator Chambers’ honor, an honor rarely bestowed on living legislators. Senator Chambers’ term ended on January 6, 2009 due to term limits.

Washington

Paul Campos, Senate Director of Facilities

Last November’s historic election saw nearly 85% of Washington’s eligible voters cast a ballot. Washington’s first use of a “Top 2” primary in the August and the general election brought minor changes to the Legislature. Only 8 of the 120 legislative races had candidates from the same party face-off. More telling perhaps were the 22 legislative candidates that ran unopposed. While Republicans gained one seat in each house, Democrats retained large majorities in both chambers. Celebrations in both camps were muted, with the state facing a nearly $6 billion dollar state budget shortfall that the new Legislature would have to be deal with during the 105-day legislative session.

The 2009 Regular Session of the 61st Washington State Legislature convened on January 12. There was a steady beat of bad economic news throughout session as the budget shortfall which was $4 billion in the fall, reached $6 billion by session and ballooned to nearly $9 billion by the end of session. Proposals to increase state tax collections, while garnering much attention, never achieved legislative traction and the budget shortfall was made up through a mix of deep cuts in state services, “sin” taxes, fee increases, fund transfers and an infusion of federal funds.

On the next to last day of session, the Legislature passed state appropriations for the 2009-11 biennium of $31.4 billion. The total biennial budget, including dedicated and federal funds, is $58.7 billion. The capital and transportation budgets were passed on the last day, April 26. A few bills were left on the bar and attempts to convene a limited, one-day special session failed.

On a historic note in the Senate, Lt. Governor Brad Owen cast the deciding vote on final passage of a bill owing to a
States At a Glance

Washington (continued)

24-24 tie due to the absence of a member. There was an objection to his vote but his ruling noted that while Senate Rules forbid his voting on final passage, the State Constitution endorses a Lt. Governor voting on any tie vote. The rule has been in place since 1891 and this appears to be the first time in state history this has happened.

While the myriad of policies and issues legislators usually tackle took a back-seat to sobering budget realities in 2009, they still managed to pass a number of significant policy changes including:

- a sweeping rewrite of the state’s definition of basic education in place since 1979 that delineates state responsibilities and expectations of the K-12 system while funding to support changes is delayed until the economy can support it, the measure begins to draft prototypes for class sizes, teacher-student ratios and reviews local funding mechanisms;
- a plan to replace Seattle’s aging Alaskan Way Viaduct along its waterfront with a deep-bore tunnel that commits $2.4 billion in state money to the project and adds an additional $400 million in tolling revenue - money that can only be spent tearing down the current structure and building the new one. The measure also studies tolling on the Oregon-Washington Columbia River Crossing project; and
- domestic partner rights first granted in 2007 were expanded allowing registered same-sex couples to be treated legally as married couples in all remaining areas of state law, ranging from labor and employment to inheritance, tax planning and pension rights. Soon after session ended and before the Governor’s expected signature, a citizen referendum was filed challenging the new law. If opponents collect the required signatures to qualify for the ballot, the new law will be delayed until the results of the November election.
Washington Senate Technology Update

Kevin Pierce, Senate Support Services Manager

For the past ten years, the Washington State Senate had used two LED-type display boards in the chamber to display information regarding bills, gubernatorial appointments and resolutions during floor action. This past year the LED boards were replaced with two Akira high-definition 82” LCD displays mounted in portrait orientation. In addition, two 15,000 lumen Sanyo LCD projectors were mounted behind the walls in the chamber’s “attic” space and project images onto opposing chamber walls through discreetly-cut 6” radius holes. When the projectors are not in use, motorized metal plates, painted to match the chamber interior, automatically slide into place to conceal the holes.

The new displays have been configured to accept and display a variety of inputs which include, computers, DVDs, cable television, and a live video camera. They are managed by a wireless remote controller and are engineered through a video matrixing system so that different input sources can be shown on different displays simultaneously.

West Virginia House Upgrades Display Boards

Joe Koval
House Reading Clerk/Technical Support

International Roll-Call is upgrading the voting system name display boards in the West Virginia House of Delegates. The old 7500 volt neon tubes are being sent to recycling and the plastic name placards will be replaced with LED displays. The LEDs will form characters commanded by a computer to indicate members’ names and their vote. The new boards will also display messages when we’re not on the floor. Arnold Snelson said this is the first significant technical upgrade of these boards since the 1930’s.
Inspiring And Motivational Plenary Speakers Scheduled For Seattle Professional Development Seminar

**David L. Meinz, MS, RD, FADA, CSP**
Nutritionist David Meinz claims it’s not what you eat between Christmas and New Year’s that matters, but rather, what you eat between New Year’s and Christmas! He speaks nationally to businesses and associations and is a frequent guest on radio and television. He is also the author of the new book Survival of the Fittest.

**Energize Your Life**
Does your health affect your productivity? Yes! This session will provide you with the latest information on how you can get more energy and maximize your health in today’s hectic lifestyle. Nutritionist David Meinz brings you up-to-date on this exciting topic with a content-rich, fun, and funny program on how to feel your best in the 21st century.

**Betty Lochner, M.Ed.**
Betty established Cornerstone Coaching and Training in 2006 to bring communication and leadership skills to agencies and organizations to help meet their training needs.

Over the past 23 years Betty has developed, administered, and improved state programs and provided leadership and communication skills training to agencies. She holds a Bachelor of Arts degree in Communication and Master of Education degree in Higher Education Administration from Western Washington University. She is a graduate of the Evans School of Public Affairs, Cascade Public Executive Program (University of Washington), is trained as a professional mediator, and is a professionally certified trainer in Performance Coaching and the Interact Personal Strengths Profile.
**NATIONAL CONFERENCE OF STATE LEGISLATURES**  
*The Forum for America’s Ideas*  

**NCSL LEGISLATIVE SUMMIT - ASLCS AGENDA**

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<th>Monday, July 20, 2009</th>
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| 3:00 pm - 4:30 pm | **What’s New with Constituent Services**  |
| | **TBD**  |
| | **Legislators often say constituent service is their top priority, but then fall back on doing the same things they’ve always done. This session highlights the changes in the way legislators and staff are dealing with constituent requests and showcases some states that have separate constituent service offices or other “non-traditional” ways of handling constituent issues.**  |
| | **Sponsored by the NCSL Legislative Effectiveness Committee**  |
3:30 pm-5:00 pm | NCSL Executive Committee  
TBD

7:00 pm | Ballpark Event: Chicago Cubs vs. Philadelphia Phillies (additional fee required)

**Tuesday, July 21, 2009**

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<tr>
<th>Time</th>
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| 7:00 am-5:30 pm | Registration  
*Philadelphia Convention Center* |
| 8:30 am-10:15 am | General Session  
*Philadelphia Convention Center*  
Bill Gates: A Bold New Vision for Education |
| 10:00 am-5:00 pm | Exhibit Hall Open  
*Philadelphia Convention Center* |
| 10:15 am-11:00 am | ASLCS Standing Committees - "A"  
TBD  
The ASLCS "AB" Bylaws and Standing Orders, Inside the Legislative Process, Site Selection and Technology Committees will meet. |
| 11:00 am-11:45 am | ASLCS Standing Committees - "B"  
TBD  
The ASLCS "B" International Communication and Development, Legislative Administrator, Membership and Communication and Support Staff Committees will meet. |
| 11:45 am-12:30 pm | ASLCS Standing Committees - "C"  
TBD  
The ASLCS "C" Canadian-American Relations, Professional Journal, Program Development and Roster Committees will meet. |
| 2:30 pm - 5:30 pm | Legislative Staff Coordinating Committee Mega Session  
*Philadelphia Convention Center*  
Building a Thriving Organization  
Join legislative staff for an interactive session on the book Tribal Leadership, by Dave Logan, John King and Halee Fischer-Wright. Based on an eight-year study of organizational behavior, the authors discuss organizations as “tribes” and teach how to strengthen and elevate a tribe to a level that maximizes teamwork and productivity in challenging economic environments. |
| 6:30 pm-9:30 pm | Social Event: Philadelphia Freedom! |

**Wednesday, July 22, 2009**

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| 7:00 am-5:30 pm | Registration  
*Philadelphia Convention Center* |
| 7:30 am-9:30 am | Networking Roundtables: Continental Breakfast  
*Philadelphia Convention Center* |
| 8:30 am-10:00 am | General Session  
*Philadelphia Convention Center*  
The Economy: What’s in Store? |
| 9:00 am-4:00 pm | Exhibit Hall Open  
*Philadelphia Convention Center* |
| 10:15 am-12:00 pm | Valuing Differences, Creating Success |
Differences in generational and cultural perspectives, institutional knowledge and technical expertise can create challenges in developing legislative information systems. Explore ways to build relationships among all kinds of staff and legislators, plan for retirements, train new staff, and discover new programming and project management methods.

Co-Sponsored with the National Association of Legislative Information Technology

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<th>Time</th>
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| 12:00 pm-2:00 pm | **ASLCS Executive Committee**  
**Presiding:** Millie MacFarland, Clerk, Maine House of Representatives and President, American Society of Legislative Clerks and Secretaries |
| 1:30 pm-3:00 pm | **Issue Forums**  
- ARRA and Health Information Technology: What Legislators Need to Know  
- Be the Master of Your Message  
- Cost Cutting Strategies in Corrections  
- Finding Foster Kids a Permanent Place to Live  
- Global Perspectives on Climate Change  
- Leading in Turbulent Times  
- Reinventing Higher Education Funding: Making Colleges Accessible & Affordable  
- The Federal Economic Stimulus: An Assessment |
| 3:30 pm-5:00 pm | **Issue Forums**  
- The Constitutional Convention of 1787: Lessons of Political Leadership  
- How to be an Effective Committee Chair  
- Medicaid: Can Investments in Quality Contain Costs?  
- The Pre-Election Election: Early Voting in the States  
- Wanted: Trained Workers  
- Unbanked and Financially Underserved  
- School Safety: Progress Since Columbine? |
| 5:00 pm-6:30 pm | **Kentucky Social Event: A Taste of Kentucky** |

**Thursday, July 23, 2009**

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<th>Time</th>
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| 7:00 am-5:00 pm | **Registration**  
*Philadelphia Convention Center* |
| 7:30 am-9:30 am | **Networking Roundtables: Continental Breakfast**  
*Philadelphia Convention Center* |
| 9:00 am-3:00 pm | **Exhibit Hall Open**  
*Philadelphia Convention Center* |
| 9:00 am-11:30 am | **General Session & NCSL Business Meeting**  
*Philadelphia Convention Center*  
**The Word from Washington** |
| 12:00 pm - 2:00 pm | **ASLCS Annual Luncheon and Business Meeting**  
*Philadelphia Union League, 140 South Broad Street* |
Presiding: Millie MacFarland, Clerk of the Maine House of Representatives and President, American Society of Legislative Clerks and Secretaries

ASLCS and NCSL gratefully acknowledge the support of International Roll-Call Corporation for this luncheon

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<th>Time</th>
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| 1:15 pm-2:45 pm | **Issue Forums**  
*Philadelphia Convention Center*  
- A Smart Electric Grid  
- Health Reform: Can States Afford to Innovate?  
- Human Services: Finding Solutions in Critical Times  
- Paving the Way for Transportation Innovations  
- Uncollected Sales Taxes - Finally Closing the Loophole? |
| 3:30 pm-5:00 pm | **Connecting through Social Media**  
*TBD*  
Social media such as Facebook, blogs and Twitter are revolutionizing the way news and information is delivered and received. Learn how to use this media to shape the public’s perception about legislative transparency and accessibility and to increase public participation.  
Sponsored by the NCSL Legislative Effectiveness Committee |

**Friday, July 24, 2009**

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| 8:00 am-11:00 am | **Registration**  
*Philadelphia Convention Center* |
| 8:00 am - 10:00 am | **General Session Breakfast**  
*Philadelphia Convention Center*  
Peggy Noonan - An Election: A New Direction and the Politics of Change |
| 10:15 am-11:45 am | **Issue Forums**  
*Philadelphia Convention Center*  
- 21st Century Learning: Moving Beyond School Walls  
- A Call to Arms—Transforming the Systems of Care for Seniors and for People with Disabilities  
- Collaborating to Fight Cancer  
- Mastering the Three Minute Speech  
- Restoring America’s Legacy: Achieving Better Results in Government  
- Saving State Regulation of Financial Services  
- 90 Minutes with Benjamin Franklin and Betsy Ross  
- Stopping the Epidemic of Violence |
| 12:00 pm-1:45 pm | **Legislative Staff Luncheon**  
*Philadelphia Convention Center* |
| 2:00 pm-3:45 pm | **Staff Section Mega Session**  
*Philadelphia Convention Center*  
**Doing More With Less: Become a Creative Innovator**  
Speaker Lisa Bodell is founder and CEO of futurethink, a company designed to help organizations plan better for the future. The company has the largest database of innovation research and tools in the world. Bodell’s expertise is in foresight, innovation and change to help corporations and organizations understand not only what’s next, but why it matters. Hear ideas and learn the tools to creatively do more with less--less money and less staff while still being responsive to the legislature and the public. |
| 6:30 pm-9:30 pm | **Social Event: Philadelphia Finale**  
*A Concert on the Rocky Steps* |
What a beautiful place to be...the tulips, azaleas and dogwoods were in full glory. The tour of the Senate Chamber with Secretary Nancy Erickson was indeed a treat. Even though the anticipated White House visit was not possible for our group, a few of us were fortunate to have the opportunity to run into President Obama at Union Station.

Thank you, Madam President MacFarland, for selecting our nation’s Capital for the Spring Meeting of ASLCS.

Denise Weeks
Principal Clerk
N.C. House of Representatives