“Building Biltmore was, at the time, one of the largest undertakings in the history of American residential architecture and the results were astounding. Over a six-year period, an entire community of craftsmen worked to build the country’s premier home. The estate boasted its own brick factory, woodworking shop, and a three-mile railway spur for transporting materials to the site.

“The celebrated architect Richard Morris Hunt modeled the house on three chateaux built in 16th century France. It would feature 4 acres of floor space, 250 rooms, 34 bedrooms, 43 bathrooms, and 65 fireplaces. The basement alone would house a swimming pool, gymnasium and changing rooms, bowling alley, servants’ quarters, kitchens, and more.

“The grounds of the 125,000 acre estate were designed by Frederick Law Olmsted, the creator of New York’s Central Park and the father of American landscape architecture. He not only developed acres of gardens and parkland, but in his efforts to protect the environment and reclaim over-farmed land, Olmsted established America’s first managed forest.

“George Vanderbilt officially opened the home to friends and family on Christmas Eve, 1895. He had created a country retreat where he could pursue his passion for art, literature, and horticulture. After marrying the American Edith Stuyvesant Dresser (1873-1958) in Paris during the summer of 1898, George and his new bride came to live at the estate. Their only child, Cornelia (1900-1976) was born and grew up at Biltmore.”
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Dear Friends,

The year to date has been extremely busy and I do not anticipate that things will slow down anytime soon. It has been a very rewarding year for me, and I want to thank everyone for your commitment to ASLCS, and especially the past presidents who have been so helpful when I called.

Plans are well under way for NCSL’s annual meeting in New Orleans and for our own Professional Development Seminar in Reno. Susan Schaar and her fellow Program Development Committee members are putting together an outstanding program for Reno. Claire Clift and Susan Furlong Reil and their staffs are working hard to see that everyone who attends has a wonderful time in their great state.

The spring meeting in Asheville, North Carolina, was one of our best attended and most productive, with the committees working diligently on their assigned projects. Denise Weeks, Janet Pruitt, and the rest of the North Carolina gang treated us to a wonderful reception on Friday evening and were gracious hosts throughout the weekend. Special thanks to Denise for assistance with fundraising and planning. The tour and dinner at the Biltmore Estate on Saturday was a great treat for everyone.

One of the responsibilities of the president and the president-elect is to represent the Society at the Legislative Staff Coordinating Committee (LSCC), which meets concurrently with the NCSL Executive Committee. I currently serve as vice-chair of the Legislative Staff Section Officers Committee, as a member of the Professional Development Committee, and as chair of the Subcommittee on Hotel Negotiations and Overhead Costs Allocation. Overhead costs allocation has been an ongoing issue for all the staff sections and especially ASLCS. The assessment for ASLCS for Fall 2008 was $18,700. I am pleased to report that the subcommittee developed a new formula, which was adopted by the NCSL Executive Committee on May 17. I anticipate that under the new formula ASLCS will save over $10,000 this year. I could not have accomplished the change without the assistance of Laura Clemens and Norman Moore, who both serve on the NCSL Executive Committee and who gave me not only advice but tremendous support; Susan Schaar, who has served as Staff Chair for NCSL and who has a great understanding of the budget process; JoAnn Hedrick, who has served many years on the Executive Committee and who possesses a wealth of institutional knowledge; and Millie MacFarland, who serves with me on LSCC and who shares my concern about the negative effects that rising costs can have on travel for Society members.

I appointed the following Society members to serve on the Legislative Staff Achievement Award Committee: Sandy Tenney, chair, and Dave Gibson, Bill Welch, Cheryl Laube, and Dianne Arrington. The committee has unanimously selected Susan Clarke Schaar from the Virginia Senate and Jeannine Wood from the Idaho Senate as recipients of this award. The recipients will be formally announced in New Orleans at the Legislative Staff Breakfast on Thursday, July 24, and I will present their awards to them at our ASLCS Luncheon on Friday, July 25. These honorees are truly representative of each of you, and their service to the legislative institution exemplifies the work you do every day. I am so proud to work with the most dedicated staff in the country!

Your executive committee, committee chairs and vice-chairs and committee members are working hard for you. I am grateful for their willingness to serve and to tackle the difficult issues.

It goes without saying, but say it I must: Natalie O’Donnell is the best! She has kept me on target, on time, and on course, and for that I am thankful.

I look forward to seeing those of you who will be going to the NCSL meeting in New Orleans in July, and I hope to see many more of you in Reno in the fall.

Sincerely,

Patsy Spaw
Secretary of the Texas Senate and ASLCS President
2007-2008 Executive Committee

Patsy Spaw - TX
President

Millicent MacFarland - ME
President - Elect

Gregory Gray - WV
Secretary - Treasurer

Brad Hendrickson - WA
Associate Vice President

Robert Marchant - WI
Elected Principal

Claire Clift - NV
Appointed Principal

Mary Monahan - MD
Appointed Principal

Carmen Cauthen - NC
Elected Associate

George Bishop - VA
Appointed Associate

Norma Chastain - AZ
Appointed Associate

Laura Clemens - OH
Immediate Past President

Cheryl Laube - AZ
Immediate Past Associate Vice President
The Executive Committee of ASLCS met at the Renaissance Hotel, Asheville, North Carolina, on Saturday, March 29, 2008, and at 2:15 P.M., was called to order by the Honorable Patsy Spaw, President.

A silent roll call disclosed the presence of a quorum, with the following present:

Brad Hendrickson (Washington), Laura Clemens (Ohio), George Bishop (Virginia), Rob Marchant (Wisconsin), Mary Monahan (Maryland), Claire Clift (Nevada), Carmen Cauthen (North Carolina) and Greg Gray (West Virginia). Also present was Natalie O’Donnell, NCSL Staff Liaison.

Participating via conference call were Norm Moore, Cheryl Laube and Norma Chastain, all of Arizona, and Millie MacFarland, of Maine.

Pending the reading of the minutes of the previous meeting held via conference call on December 18, 2007, corrections were made as to the proper spelling of family names of two members on page one; on the same page, the amount listed as overage from the PDS in Austin was corrected to read “$17,776”; on page two, “Nevada Assembly” was corrected to read “Nevada Legislature” and “State Night Reception” was corrected to read “State Night Event”.

There being no further corrections, on motion of Laura Clemens, seconded by Claire Clift, the minutes were then approved, as corrected.

Greg Gray, Secretary-Treasurer, submitted the following report, detailing deposits and disbursements:

**TREASURER’S REPORT**
March 29, 2008

To: President Patsy Spaw and ASLCS Executive Committee

Beginning Balance 10/1/2007 $43,474.11

Deposit 2/2/2008 $1,170.00
Deposit 3/19/2008 $12,740.00
Deposit 3/27/2008 $4,745.00

Total Deposits $18,655.00
Subtotal $62,129.11

* Less Disbursement 2/08/08 (Millie MacFarland reimbursement LSCC) 1,486.27

**BALANCE AS OF MARCH 27, 2008**

$60,642.84

* Less Disbursement - Rob Marchant - Reimbursement ANZACATT 2,749.02

**Pending Executive Committee approval subsequent to preparation of report**

**BALANCE AS OF MARCH 29, 2008**

$57,893.82

Respectfully submitted,

Gregory M. Gray
Secretary-Treasurer

On motion of Laura Clemens, seconded by Claire Clift, the Treasurer’s Report was adopted.

**OLD BUSINESS**

Natalie O’Donnell presented a review of the Special Meetings Fund, the Professional Development Revolving Account, the 2007 PDS Wrap-up and the 2008 Budget. She stated that in the Professional Development Revolving Account there had been no change since the last report, the balance thereof being $16,999.00.

A review of the Burlington PDS expenses then disclosed total fixed costs at $43,953.23; Variable costs were $41,224.18 - TOTAL estimated meeting expenses $85,177.41. TOTAL estimated FINAL INCOME $89,250, leaving a NET GAIN of $4,072.59. That amount, deposited into the Professional Development Revolving Account ($16,999) gives a balance of $21,071.59.

Natalie O’Donnell next presented a detailed overview of the 2008 Budget. Involved and extensive
EXECUTIVE COMMITTEE MEETING MINUTES CONTINUED

Discussion then ensued concerning Line Item I, on page two, which was “Total Overhead Expense...$18,700” and a brief discussion transpired concerning an inquiry as to the possibility of reducing Conference Registration Fees.

At the conclusion thereof, on motion of Brad Hendrickson of Washington, seconded by Rob Marchant of Wisconsin, the 2008 Budget was then adopted.

The Committee on International Communication and Development had recommended that an invitation be extended to the South African Clerks (SALSA), the same as is customary for the Mexican, Australian and Canadian Clerks, to participate in our annual Professional Development Seminar.

Pat Harris, Alabama, reported that the Committee on Canadian-American Relations had unanimously recommended that Associate Members be invited to participate in the Joint Canadian-American Meet-

NEW BUSINESS

Reimbursements were then unanimously approved by the Executive Committee as follows:

Millie MacFarland - Reimbursement LSCC - $1,486.27
Rob Marchant - Reimbursement ANZACATT - $2,749.02

OTHER BUSINESS

Denise Weeks, North Carolina, reported that the Site Selection Committee had unanimously recommended Milwaukee, Wisconsin, for the 2010 PDS of ASLCS.

Steve Arias, New Mexico, reported that the Committee on International Communication and Developments, and that he had personally discussed this matter with the current President of Canadian Clerks at the Table, and that the Canadian Clerks found no problem with opening these meetings to ASLCS Associate Members.

President Spaw then referred each of the above-referenced Committee recommendations to a special subcommittee comprised of Chair Laura Clemens, and members Rob Marchant, Claire Clift and Norma Chastain.

There being no further business to come before the Executive Committee, on motion of Laura Clemens of Ohio, seconded by Brad Hendrickson of Washington, the meeting adjourned.

Respectfully submitted,
Gregory M. Gray
Secretary -Treasurer
The Members of ASLCS, having gathered in Asheville, North Carolina for their annual Spring Meeting, assembled in Salon C of the Renaissance Hotel and the Business Meeting was called to order by ASLCS President, the Honorable Patsy Spaw, Secretary of the Senate of Texas.

Following remarks by the President, reports of Standing Committees were next received, as follows:

COMMITTEE MEETINGS - A

- Bylaws and Standing Orders
  Jeannine Wood, Idaho
- Inside the Legislative Process
  Polly Emerson, Texas
- Site Selection
  Denise Weeks, North Carolina
- Technology
  Tim Rice, Illinois

COMMITTEE MEETINGS - B

- International Communication and Development - Steve Arias, New Mexico
- Legislative Administrator
  Eleanor Ringel, West Virginia
- Membership and Communication
  Janice Gadd, Utah
- Support Staff
  Carmen Cauthen, North Carolina

COMMITTEE MEETINGS - C

- Canadian-American Relations
  Pat Harris, Alabama
- Professional Journal
  Nathan Hatfield, Virginia
- Program Development
  Susan Schaar, Virginia
- Roster
  Mardi Alexander, Texas

[Secretary’s Note: For committee proceedings, see Committee Minutes, Spring Issue, Legislative Administrator]

Claire Clift, Secretary of the Senate, Nevada, gave an update to the members on the Annual Professional Development Seminar, to be held in Reno, Nevada on October 1-6, 2008.

There being no other matters to come before the members, the Business Meeting adjourned.

Respectfully submitted,
Gregory M. Gray
Secretary-Treasurer
Renaissance Hotel
Asheville, NC
March 29, 2008

The Committee was called to order by the Chair Jeannine Wood of the Idaho Senate. Other members present were:

Claire Clift - NV, Vice Chair
Steve Arias - NM
George Bishop - VA
Laura Clemens - OH
Jeff Finch - VA
David Gibson - VT
Pat Harris - AL
JoAnn Hedrick - DE
Bo Hoover - WV
Dowe Littleton - AL
Susan Clarke Schaar - VA
Patsy Spaw - TX

Vice Chair Claire Clift agreed to be Recorder for the meeting in the absence of Diane Bell.

A motion was made by Bo Hoover and seconded by George Bishop to adopt the minutes of the Burlington, Vermont, meeting. The motion carried unanimously.

The discussion began with proposed changes to the Standing Orders with regard to the Speakers’ Fund, Section I, F, and whether the section should be further defined. JoAnn Hedrick explained that the Speaker’s Fund provides monies to pay speakers’ fees at the Professional Development Seminar (PDS) and that travel and lodging for speakers is paid out of the PDS budget. The committee members agreed to keep the language as is.

The Committee took up discussion regarding Mason’s Manual Commission, Section XIII, D (1-4), specifically addressing the “shall” language of the Standing Orders. Susan Schaar moved to ask the Executive Committee to change the language in Section XIII, D, (2), to read: “The Commission should consider developing a pocket guide index as a separate document from the Manual (a parliamentary law quick reference).” JoAnn Hedrick seconded the motion which was carried unanimously.

Susan Schaar moved to recommend to the Executive Committee to change Section XIII, D (1), (3) and (4). In Section D (1) insert the word “the” prior to the words “NCSL” and “ASLCS”; in D (3) changed to read: “The Commission shall make links to as many parliamentary authorities available on line as possible”; and in Section D (4) insert the word “the” before the words “NCSL Headquarters.” JoAnn Hedrick seconded the motion. After discussion ensued regarding the proper use of the word “the” before
Committee Membership and Meeting Minutes

Bylaws and Standing Orders Continued

acronyms, Susan Schaar and JoAnn Hedrick amended the motion to strike the suggested changes to Sections D (1) and (4). After further discussion regarding the duty of the Commission to make as many parliamentary authorities available on line as possible, the motion was withdrawn by the makers.

Jeff Finch moved to recommend the Executive Committee change Section XIII, D (3) to read: “The Commission shall make links available on line to parliamentary authorities cited in Mason’s Manual.” George Bishop seconded the motion which was carried unanimously.

Dave Gibson moved to recommend the Executive Committee change the title of Section XIII, D, to read: “Other Responsibilities of the Commission include:”. Susan Schaar seconded the motion which was carried unanimously.

Sections III and XVI were discussed relative to who is responsible for sending copies of Society publications to the Archives. Laura Clemens moved to recommend to the Executive Committee to change the language in Section III to read: “Two (2) copies of all Society publications shall be filed by the committee chairs with the Society’s Archivist and one (1) copy with the NCSL Staff Liaison.” Section XVI to read: “Two (2) copies of all Society publications shall be filed by the committee chairs with the Staff Liaison of the National Conference of State Legislatures.” Dave Gibson seconded the motion which was carried unanimously.

The Committee agreed to request the Executive Committee to review Section XVI, B: Publication Standards — Inside the Legislative Process in its entirety to reflect the current on-line documentation of the published survey.

Susan Schaar noted that the Innovation Award is not an annual award, but one that is presented at the discretion of the Society’s President, and that the language in Section V of the Standing Orders should indicate that.

There being no further business, the meeting was adjourned at 10:10 AM.

Respectfully submitted,
Claire J. Clift
Committee Membership and Meeting Minutes

Inside the Legislative Process

No Committee Meeting Held

Inside the Legislative Process

Now, Inside the Legislative Process is becoming an electronic document—hopefully, making its information more accessible to legislators and legislative staff. The electronic version will include all sections published since 1996. Access the electronic edition of Inside the Legislative Process through the Published Sections List. Please note that the individual sections are published as PDFs, which will require Adobe Acrobat Reader to download the documents.

http://www.ncsl.org/legis/legismgt/ILP/
Renaissance Hotel
Asheville, NC
March 29, 2008

The Site Selection Committee met on Saturday, March 29, 2008, in Asheville, NC. Chair Denise Weeks, NC, called the meeting to order at 9:05 a.m. The following members of the Committee were present:

Denise Weeks - NC, Chair
Jackie Scott - VA, Vice Chair
Deborah Deller - Ontario, Canada
Michelle Adams - NC
Mardi Alexander - TX
Robert Altmann - WV
Dave Avant - AL
Ben Balding - WV
Janice Todd - UT
Bonnie Trivette - NC
Linda Tubbs - TX
Tricia Vaughan - VA
Joyce Wright - AL
Mary Monahan - MD
Janet Pruitt - NC
Melanie Reekes - VA
Eleanor Ringel - WV
Sandy Tenney - UT
Inga Emerson - DE
Greg Gray - WV
Nathan Hatfield - VA
Emily Howard - VA
Rob Marchant - WI

Chair Weeks stated that, without objection, the minutes from the 2007 Professional Development Seminar in Burlington, VT would be accepted.

Chair Weeks stated that, per the Committee's instructions, she had sent out a survey to the states in an effort to judge the interest that they may have in hosting the 2010 PDS. She reported that 14 states had returned a survey, with the majority saying that 2010/2011 were not good years to host. However, positive responses and serious interest were expressed by both the Massachusetts House and the Wisconsin Senate for the 2010 meeting. Chair Weeks reported that Massachusetts had not yet received the official “ok” from its leadership to present a formal proposal. It was reported that the Wisconsin Senate had received both approval and support from its leadership and Rob Marchant did a presentation outlining some of the planned activities and accommodations that Wisconsin was proposing for the meeting, if chosen. He stated that the budget was $85,000 which came from a combination of an educational endowment and fundraising efforts. The meeting would be held in Milwaukee, which is about 1.5 hours from Madison. Several hotels were included as options, with Wisconsin suggesting the Hilton Milwaukee City Center (rates about $150/night) as the likely best choice. The dates for the meeting would be in September.

Dave Avant, AL, moved that the Site Selection Committee accept the proposal from Wisconsin to hold the 2010 PDS in Milwaukee and recommend the proposal to the Executive Committee. The motion was seconded by Greg Gray, WV. The motion carried.
Chair Weeks stated that she would take the recommendation to the Executive Committee later that day. On behalf of the Committee, she also thanked Rob Marchant and Wisconsin for the offer to host the PDS. Rob seemed uniquely pleased that the Committee had accepted the proposal.

Chair Weeks stated that she had been in contact with Pat Mau-Shimizu from Hawaii, who said that 2011 would be a better year for Hawaii to try to host the PDS because they were already planning other conferences for 2009. She also reiterated that she was more than happy to work with her staff and the Society to bring the meeting to Hawaii, but would like a more formal commitment that there is a willingness to travel to Hawaii for the PDS before they make a formal proposal.

During the September meeting in Burlington, the Committee requested that Chair Weeks get information from the Executive Committee about the process used by NCSL to chose hotels to help the Committee when it is making location choices. Chair Weeks received a form from Conference Direct, the company that works with NCSL. She said that it appears that ASLCS is currently doing everything it can to ensure that the hotel rates are the best they can be and end up being those which were originally quoted.

There being no further business, Eleanor Ringel, WV, moved that the meeting be adjourned. Mary Monahan, MD, seconded the motion. The motion carried and the meeting was adjourned.

Respectfully submitted,
Emily Howard, Recorder
Committee Membership and Meeting Minutes

Renaissance Hotel
Asheville, NC
March 29, 2008

The Technology meeting was called to order by Tim Rice, Chair.

In Attendance:
- Tim Rice - IL, Chair
- Maryann Horch - VA, Recorder
- Natalie O’Donnell - NCSL
- Wallace Austin - NC
- Robert Altmann - WV
- Dianne Arrington - TX
- Mick Bailey - WV
- Ben Balding - WV
- Paul Curry - NC
- Burney T. Durham - TN
- Brad Hendrickson - WA
- Lynn Lewis - WV
- Rob Marchant - WI
- Steve Marshall - VT
- Jim McElroy - NC
- Greg Gray - WV
- Eric sent email about a session on MS Windows. Etc.
- 10 Questions (you wish leadership would ask Leadership wish staff would ask)

I. Main goal of this session is to come up with our committee’s contribution to the Annual Professional Development Seminar (PDS) — (traditionally it is 2 concurrent sessions)

II. Discuss the Job Fair (2 hours) Carmen had mentioned ideas to Tim

III. Status of the survey - Tim will report on this later

IV. Discuss list serv- alternatives (when Rob Marchant was in Tasmania they discussed some ideas that he thought would be good for us to use)

PDS Session topics suggested:
- What is working and not working?
- How to evaluate systems
- How to deal with vendors
- Tips and Techniques (Steve Marshall suggested)
- Eric sent email about a session on MS Windows. Etc.
- 10 Questions (you wish leadership would ask Leadership wish staff would ask)

Split this session between IT and leadership - maybe 5 questions from each side

Tips and Techniques

Burney and Steve suggested showing how this could be translated back in people’s home offices:

- This information could be placed on people’s intranets
- Staff likes this because they can go to it when it is convenient for them
- Example - IT staff can let person know- that is “Tip 6 section C”
- Also- there might be other tips/ideas that the staff discovers in the tip section

Want to make sure this topic is useful to the room (for the PDS)
Committee Membership and Meeting Minutes

Technology Continued

Make sure tips are not all be tech-oriented tips, show how other people have their tips and tricks section

Steve volunteered to moderate this section
Tim suggested making this breakout interactive
  5 minutes overview to the audience (wow them)
  5 minutes on Windows XP tips
   (Wallace volunteered to show)
  5 minutes on Microsoft Word 2003 tips (Maryann volunteered to show)
  10 minutes for questions on each (5 min for Windows - 5 for Word)
  Time to show how we can compile it (into WIKI or Intranet)
  Time to show how to use info once it is compiled

Rob Marchant and Tim explained the benefits of using a WIKI (A WIKI is software that allows users to collaboratively create, edit, link, and organize the content of a website, usually for reference material)

  - Digests the email (you get an email that a question has been posted- if you want to reply or if you want to see what the responses are- you go to the wiki to see
  - It is open source so anyone (within our ASLCS group) can post a question or reply
  - WIKI is protected - access only through valid email address
  - WIKI has received good responses- people use it and contribute to it! Thus keeping it up to date
  - It is searchable and tracks changes (so you can see who has edited the entry and when)

Natalie mentioned that the Listserv is also searchable AND if someone had a question, the NCGL staff is happy to look information up for people

Rob also mentioned the tech guy in Australia said “set it up and let it run” (i.e. no maintenance on it)

Goal - to show something at the New Orleans meeting

Job Fair- Improvement ideas

  - Carmen mentioned to Tim that she would like each booth to have an end product to show (hard copy) that people could take home with them

Steve suggested having a list of vendors and which states use their product

Internet connection - Cost prohibitive, but looking into ways to provide 1 line and multiple connections from that (password protected)

Other PDS topic idea is the 10 Questions (discussed earlier)

Survey
  We will “start over”
  Need to define- What we want to accomplish
  What is the best way to accomplish?
  How to keep it up to date
  Who does the survey go to?

Subcommittee will work on this.

There being no further business, the meeting was adjourned.
Renaissance Hotel
Asheville, NC
March 29, 2008

The ASLCS International Communication and Development Committee met in Asheville, North Carolina on Saturday, March 29, 2008. The meeting was called to order by Chairman Steve Arias. The following members of the committee were present:

Dowe Littleton - AL, Vice Chair
Sandy Tenney - UT, Vice Chair
Russell Humphrey - TN, Vice Chair

Wallace Austin - NC    Dave Avant - AL
Steve Marshall - VT  Laura Clemens - OH
Jim McElroy - NC   Claire Clift - NV
Janet Pruitt - NC Paul Curry - NC
Melanie Reekes - VA Burney Durham - TN
Susan Schaar - VA JoAnn Hedrick - DE
Denise Weeks - NC  Jeannine Wood - ID
Patience Worrel - TX Brad Hendrickson - WA

Debbie Deller, Ontario, Canada, was also in attendance.

Chairman Arias opened the meeting with thanks to Brad Hendrickson and the Washington Senate staff who had produced the International Directory and distributed it to members before this meeting. There had been some hardships with producing the Directory in a timely manner and Chairman Arias was most grateful that the task was completed in a timely manner.

The Chair announced that ATELCA (Association of Central American Legislative Clerks) leadership is not in the current Directory due to the fact that the organization no longer exists.

Steve Arias moved that the minutes of the meeting held in Burlington, VT on September 16, 2007, be approved. The motion was seconded by Laura Clemens and adopted by voice vote.

Chairman Arias announced that he will request a letter of thanks from our President, Patsy Spaw, on behalf of the Society to Brad Hendrickson.

The Chair announced that letters of invitation to our Professional Development Seminar in Reno, NV will be sent to the Presidents of CATTS, ANOMAC and ANZACATT. The Committee would like to recommend to the ASLCS Executive Committee that SALSA members be invited as well with the same provisions for lodging and registration that are currently extended to above-mentioned organizations. Steve Marshall made the motion.
Committee Membership and Meeting Minutes

International Communication and Development Cont.

It was seconded by Claire Clift and adopted unanimously by voice vote.

The Committee addressed the International Program at the NCSL Annual Meeting to be held in New Orleans, LA in July. President Spaw explained to the Committee that it is the desire of NCSL and the Legislative Staff Coordinating Committee (LSCC) that all staff sections have some participation in the program and that ASLCS will no longer be taking the lead in organizing and facilitating it. It was pointed out that the international delegations in attendance are guests of NCSL and not of ASLCS and that staffers other than Legislative Clerks are often among the delegations.

Members of the LSCC are currently working on a plan to take the international delegations to Baton Rouge during the Annual Meeting to visit the LA Capitol. Because of timing and traffic issues, it is probably not feasible for ASLCS to participate in that trip. The work of the subcommittee appointed by Chairman Arias at the last meeting of this Committee, whose charge was to design a session for the international attendees, will be put on hold until further information is forthcoming from NCSL and the LSCC.

Chairman Arias announced that the ANOMAC Annual Meeting is currently scheduled to be held the last week in August in the State of Mexico, near Mexico City. Invitations will be forthcoming to our President. However, the date and location are subject to change.

With no further business on the Committee's agenda, Denise Weeks moved to adjourn. The motion was seconded by Claire Clift and the meeting was adjourned.

Respectfully submitted,
Stephen Arias, Chair
Renaissance Hotel  
Asheville, NC  
March 29, 2008

The meeting was called to order by the Chair, Eleanor Ringel.  

The following members were present:
Bo Hoover - WV, Vice Chair  
Mick Bailey - WV, Vice Chair  
Mary Monahan - MD  
Lori Stone - WV  
Jane Atkinson - VA  
Robert Altmann - WV  
Maryann Horch - VA  
Susan Furlong Reil - NV  
Gregory Gray - WV  
Lynn Lewis - WV  
Ben Balding - WV  
Rob Marchant - WI

On motion of Susan Reil, seconded by Mary Monahan, the minutes from the previous meeting held in Burlington, Vermont, were approved.

The Chair opened the floor for discussion and suggestions for articles for the next edition of the Legislative Administrator. Whereupon, Rob Marchant suggested putting “teasers” on the front cover about articles contained in the edition.

It was discussed that we use the capitals of Vermont and North Carolina as the subjects of the “About State Capitols - A Brief History” section and the Chair said she would contact those states for information. She encouraged members to remember to send in their “States at a Glance” articles.

The Chair asked Mary Monahan to write about the recent newspaper articles concerning the special session of the Maryland Legislature.

No further business coming before the Committee, on motion of Mary Monahan, seconded by Robert Altmann, the meeting was adjourned.

Respectfully submitted,  
Lori Stone, Acting Recorder
Committee Membership and Meeting Minutes

Membership and Communications

Renaissance Hotel
Asheville, NC
March 29, 2008

Chair Janice Gadd (UT) called the meeting to order.

The following members were in attendance:
Linda Tubbs - TX  
Leigh Gipple - NC  
Jackie Scott - VA  
Dave Gibson - VT  
Linda Hopkins - TX  
Michelle Adams - NC  
Mardi Alexander - TX  
George Bishop - VA

Members not in attendance:
Suzi Lowell - AK, Vice Chair
Pat Saville - KS, Vice Chair

Karen Brown - UT  
Mary Andrus - UT  
Judy Barrows - ME  
Nancy Aliegro - TX  
Jeannine Layell - VA  
Mary Phillips - NV  
Karen Wadsworth - NH  
Bruce Jamerson - VA  
Ann Krekelberg - AK  
Kirsten Waid - AK  
Londi Ansor - AK  
Jay Braxton - VA  
Dave Gibson - VT  
John Garrett - VA  
Scott Caffey - TX  
Ruth B. Pierini - NV  
Nellie Humphries - AL  
Norman Moore - AZ  
Jim Schratz - AR  
Julie Medina - OR  
Stephanie Hall - AK  
Maureen Wilson - UT  
Marilyn Eddins - CO

On motion of Linda Tubbs (TX), the Committee approved the minutes from the last meeting held in Burlington, VT on Sunday, September 16, 2007.

Chair Gadd informed the Committee that in the past there has been a budget of $500.00 that can be used for the New Member Orientation. This money can be used for decorations, food, and other necessities. The Chair stated she had asked Claire Clift (NV) to check with the casinos in Reno to see if they would be willing to donate items that could be used at the orientation for prizes and/or decorations. Therefore the Committee decided to try to keep the cost around $300. The time of the meeting being held in Reno would determine what type of food should be served and it was suggested we may find a sponsor to donate refreshments.

The committee agreed the New Member Orientation would be called, “Working for the Legislature, What a Gamble!” There was talk again about modifying the dice game Bunko for the ice breaker. Two additional ice breakers/games were also suggested and are as follows:

Three of a kind dice game idea:
1) Tables of 4 people
2) 6 dice in a cup
3) “poker chip” styled piece of card stock for marking wins and introductions. There could be a prize for how many people you introduce yourself to that you don’t already know and a prize for how many...
“three of a kinds” you roll. Explain at the beginning of the game.
4) pencils or pens
Each person takes turns rolling the die until someone rolls three of a kind. Once they roll three of a kind they stand up and don’t take a turn rolling anymore. When each table has 2 winners the game is over and the winners rotate to new tables. Begin again.

“Take a Chance”
1) Send an email to new members and Committee members and sponsors (if different) asking them to think about something “unique” about themselves for the New Member Orientation, i.e. “I have climbed Mt. Fuji.” “I skydived.” “I have 12 children.”
2) The group at each table will share their “unique” fact with each other. The table will vote on who’s is the best or most unique and assign a spokesperson.
3) At each table everyone will introduce themselves, state their name, state, job title.
4) The spokesperson for that table will then share the winning fact and everyone will try to guess who the person is.

The Pin Contest will be continued with the prize of the pin map for the new attendee who collects the most pins. The discussion of sponsors buying their new attendee gifts with a $10 limit was approved. It was agreed among the members if someone’s attendee did not attend there would be extra gifts available. In the past there were more new attendees than estimated and some did not receive gifts while others had gifts left over. The Committee can use funds to make sure there are a few extra gifts available and then turn them over to the new committee if they are not needed.

Chair Gadd brought up the idea from the Vermont meeting of contacting people who are members of the society but have not been attending the meetings. She told members of the Committee she would contact President Patsy Spaw and get her ideas about how to go about contacting people who have not been attending the annual seminar of the society and if that is the role of this committee.

The issue of having members who attended their first meeting last year be sponsors for new attendees this year was brought up. Natalie O’Donnell said we could pull last year’s list to match people if the committee agrees this is a good idea.

As a way to advertise and reinforce the activities available to new attendees an idea was discussed whereby the sponsor of a new attendee sends an email to them and carbon copy’s that email to the new attendee’s clerk or secretary. The clerk or secretary then has the opportunity to comment and/or explain the activities that are available for the new attendee, i.e. meeting their sponsor, the gift, the orientation, and the pin contest. Dave Gibson (VT) thought it would be helpful and a good reminder to CC the clerk and/or secretary. Chair Gadd will ask the President her opinion on this issue.

The Committee decided to do away with the New Attendee Wrap-up session due to time constraints.
Committee Membership and Meeting Minutes

Membership and Communications Continued

and low turnout. Instead there will be tables set up for new attendees at the breakfast on Thursday and Sunday in Reno. This way the new members will have a chance to talk among themselves and everyone will know these tables are for the new members. We will decorate them, if possible, with the theme from the orientation. At the Sunday breakfast a new attendee questionnaire may be helpful for future Membership and Communication Committees to gain insight into what works and what doesn’t for the new attendees and their orientation. It was also decided to have a new member sign up sheet at the registration tables so sponsors will know when their new attendee arrives and can make contact with them.

Chair Gadd asked if there was any further business before the committee.

George Bishop (VA) wanted to further discuss the ice breaker for the New Attendee Orientation. He suggested having different tables set up with games and if the new attendees wanted to play they could as long as there was enough time.

Michelle Adams (NC) suggested every Committee member go back to their states and discuss with fellow employees about different games that could be played and to bring those ideas to New Orleans at the NCSL meeting or e-mail them to the Chair, Janice Gadd at jgadd@utah.gov. The decision will be made in New Orleans about what ice breaker would be used.

More discussion was held concerning the time the committee has available to facilitate games and introductions and socializing plus we won’t know how many people we’ll be trying to accommodate until the last minute, which makes it difficult to plan. The committee discussed having a couple of contingency plans depending on the amount of people who are new attendees. Another idea was not to make the activities too complicated.

There being no further discussion Mardi Alexander (TX) made the motion to adjourn and that motion was seconded. The committee adjourned until the NCSL meeting in New Orleans this summer.

ADDENDUM
The Chair found out that the New Member Orientation is from 5:00 p.m. to 6:00 p.m. on October 1st, right before the Opening Social that begins at 6:30 p.m. Some hotels require you to purchase food through them but we can still try to get a sponsor. Since the timing is so close to the Opening Social something small like a cookie and drink would probably be appropriate and not too costly.

Respectfully submitted,
Janice Gadd
The meeting of the Support Staff Committee was called to order by Chairman Carmen Cauthen.

The following members of the committee were present:

Carmen Cauthen - NC, Chair  
Tricia Vaughan - VA, Vice Chair  
Natalie O’Donnell - NCSL  
Allison Andraza - TN  
Inga Emerson - DE  
Jeff Finch - VA  
Emily Howard - VA  
Tim Rice - IL  
Joyce Wright - AL  
Dianne Arrington - TX  
Polly Emerson - TX  
Nathan Hatfield - VA  
Tara Perkinson - VA  
Bonnie Trivette - NC  
Brad Young - OH

Trish Vaughn, Vice Chair, moved the committee approve the minutes of the last meeting held September 16, 2007 in Burlington, Vermont. Tara Perkinson seconded the motion and the committee passed it unanimously.

Chairman Cauthen informed the group that of all the associates submitting applications for the exchange program, the following four were selected:

- Tisha Geiser (Alaska) - Delaware House hosted  
- Adanna Hydes (Kentucky) - Delaware House to host 5/12 - 16  
- Matt Baker (Nevada) - California Senate to host, date not yet decided  
- Greg Kenworth (Illinois) - North Carolina House to host, date not yet decided

Chairman Cauthen also recommended a new letter be created for the exchange program to address any new issues and highlight the two year membership requirement. Jeff Finch asked how the selection of the four participants had been determined and suggested increasing the number of participants to the number of host states. He also inquired about revisiting both the amount of funds ASLCS is currently giving toward expenses and the two year membership requirement. Inga Emerson suggested marketing the exchange program without the two year membership requirement to increase participation. Chairman Cauthen made a correction to the number of associates that had submitted applications for the exchange program. There had been six rather than eight applicants with one being eliminated because the question area was
Committee Membership and Meeting Minutes

Support Staff Continued

incomplete. She recommended forming a subcommittee to work on streamlining qualifications and requirements of the exchange program. Inga Emerson, Tara Perkinson and Jeff Finch volunteered to serve on the subcommittee. Inga suggested that host states write about their experiences with the exchange participants. Chairman Cauthen agreed and suggested the use of power point presentations, comparison charts or a packet showcasing several host states exchange experiences.

Chairman Cauthen reported that the organizational chart project, when completed, will display organizational charts by state on-line, is coming together. A letter will be sent out to states next week requesting pdf documents be sent to the Chair by April 30th.

Chairman Cauthen acknowledged Tim Rice, chair of the Technology Committee and both expressed the importance of collaboration between the two committees on the upcoming Job Fair/Job Share that is tentatively scheduled for Friday, October 3, from 9 - 11:30 a.m. Tim elaborated on wireless routers and other technical setup that will be useful at this particular event. Natalie O’Donnell said once she knows how many connections are needed at the hotel site she would have a better idea of the cost. Chairman Cauthen suggested sending out letters to encourage Job Fair/Job Share participation. Jeff Finch, Tara Perkinson, Tricia Vaughn, and Joyce Wright volunteered to help notify members. Natalie O’Donnell mentioned she would need all info for the upcoming brochure by June. Virginia also agreed to create the signage for the tables. It was agreed that materials from all states would be accepted and could be sent directly to the participating hotel to Natalie’s attention.

There being no further business, Inga Emerson moved the committee adjourn. Polly Emerson seconded the motion and it was carried unanimously.

Respectfully submitted,

Polly Emerson, Recorder
Renaissance Hotel
Asheville, NC
March 29, 2008

Members Present:
Pat Harris - AL, Chair
Jane Atkins - VA, Steve Arias - NM
Dave Avant - AL, Greg Gray - WV
JoAnn Hedrick - DE, Brad Hendrickson - WA
Bo Hoover - WV, Emily Howard - VA
Russell Humphrey - TN, Steve Marshall - VT
Lori Stone - WV, Denise Weeks - NC
Jeannine Wood - ID, Joyce Wright - AL

Canadian Representative: Debbie Deller- Ontario

Chairman Harris called the meeting to order. The minutes of the previous meeting were approved, without objection, during today’s meeting.

Mr. Harris thanked the Virginia staff for hosting the Joint Canadian/American Meeting in Richmond in October 2007. He discussed that in the past only ASLCS Principals (or their designee) have been allowed to attend the Joint meetings. He has discussed this stipulation with Neil Ferguson, President of Canadian Clerks at the Table, as well as Debbie Deller, Former CCATTS President, and many other Canadian Clerks and has found no one from the Canadian Association that has expressed any opposition to allowing Associate Members to attend. Debbie Deller reinforced that she had not found any Canadians who have expressed opposition. The discussion of the origin of only Principals to attend ensued and several Members stated that they understood the stipulation was so as not to overwhelm the Canadians with a large number of attendees from ASLCS. It was pointed out that an Associate would still have to have the approval of their Principal in order to travel and attend. Steve Marshall pointed out there is no demarcation of positions in the Canadian Association as exists in ASLCS. Denise Weeks commented that the Associates volunteer to serve on the Canadian and American Relations Committee, work on the Joint Meeting, and then are denied the opportunity to attend. Debbie Deller stated if necessary the Canadians could formalize their position in the form of a resolution. On motion of Steve Marshall, seconded by Jeannine Wood, the recommendation of allowing Associate Members to attend the Joint Canadian/American Meeting be made to the Executive Committee was approved. Pat Harris will attend the Executive Committee meeting to present the recommendation. Chairman Harris stated that the Canadian Clerks at the Table is scheduled for Winnipeg, Manitoba in the fall of 2008 and an invitation for ASLCS representation is forthcoming.

On motion of Denise Weeks, seconded by Brad Hendrickson, the meeting adjourned.

Respectfully submitted,
Denise Weeks, Acting Recorder
The Professional Journal Committee met on Saturday, March 29, 2008, in Asheville, North Carolina. The meeting was called to order at 11:00 a.m. by co-chair Maryann Horch. The following members were present:

Nathan Hatfield - VA, Co-chair
Maryann Horch - VA, Co-Chair
Inga Emerson - DE, Recorder
Paul Curry - NC
Jeff Finch - VA
Polly Emerson - TX
Tara Perkinson - VA

Call to Order:
Jeff Finch, VA, moved, seconded by Tara Perkinson, VA, that the minutes of the September 2007, ASLCS Annual Meeting held in Burlington, Vermont be adopted. The motion carried.

Minutes:
Co-Chair Horch mentioned the idea from Polly Emerson, TX, at the last meeting about sending out a “teaser” for the next issue of the Journal due to be published in September. Ms. Emerson agreed to send the email teaser out. It was agreed to include the subject matter of the articles scheduled for publication and why the information would be interesting and/or helpful by email society wide. Co-Chair Horch mentioned some of the articles that members have committed to writing. A paper was mentioned that Rob Marchant, WI is publishing through a university which may be included in a future issue.

Co-Chair Horch suggested that a Phone Tree be established to contact each state asking for ideas in reference to articles. Jeff Finch, VA, suggested that publications from other NCSL staff sections be included in the Professional Journal. Tara Perkinson, VA, told the committee that she had contacted the chairs of each NCSL staff section to submit their contributions for articles when she was chair of the committee. She also suggested that members of the committee, who attend NCSL meetings, make an effort to get a business card from presenters or speakers they find particularly interesting and contact them for their willingness to submit articles for the Professional Journal. The committee discussed the idea of contacting states for unique situations that may arise and asking for articles. Co-Chair Horch pointed out the helpful reference in the back of the Professional Journal.

Adjournment:
Co-Chair Hatfield asked for a motion to adjourn the meeting. The motion was made by Jeff Finch, VA, and seconded by Tara Perkinson, VA. The motion carried and the meeting adjourned.

Respectfully submitted,
Inga Emerson, Recorder
Renaissance Hotel  
Asheville, NC  
March 29, 2008

Susan Clarke Schaar, Chair, called the Program Development Committee to order at 11:05 AM. The following members were present:

Susan Clarke Schaar - VA, Chair  
Janet Pruitt - NC, Vice Chair

Michelle Adams - NC  
Robert Altmann - WV  
Wallace Austin - NC  
Mick Bailey - WV  
Ben Balding - WV  
George Bishop - VA  
Carmen Cauthen - NC  
Claire Clift - NV  
Burney Durham - TN  
Janice Gadd - UT  
Bo Hoover - WV  
Lynn Lewis - WV  
Dowe Littleton - AL  
Rob Marchant - WI  
Jim McElroy - NC  
Melanie Reekes - VA  
Tim Rice - IL  
Eleanor Ringel - WV  
Sandy Tenney - UT  
Bonnie Trivette - NC  
Tricia Vaughan - VA  
Brad Young - OH  
Susan Furlong Reil - NV

The meeting began with approval of the minutes from the Vermont Fall Meeting on a motion by Sandy Tenney and seconded by Janice Gadd.

The draft of the schedule for the 2008 ASLCS Professional Development Seminar in Reno, Nevada was handed out. The dates for the fall meeting are October 1, 2008 - October 6, 2008. The opening plenary will be “Parliamentary Procedure” by the Mason’s Manual Commission and the second plenary will be Lynne Eisaguirre.

It was mentioned that Lynne Eisaguirre spoke at the 2007 NCSL meeting in Boston, Massachusetts on “Dealing with Conflict”. The Technology and Support Staff committees will host the Job Fair/Share again in Nevada. The fair will be held at the same time as the breakout sessions. This way, everyone will have a chance
to visit the fair when they are not in a breakout session. It was encouraged by Carmen Cauthen, Support Staff Chair, for states to bring and display their work products. Tim Rice, Technology Chair, is working on gaining access for a wireless network for those products that may need the internet. The committee also offered ideas for concurrent sessions.

The topics discussed were:

1. Technology - Questions from IT and non-IT staff
2. Associate Exchange Program
3. Legislative Off the Record
4. To Tell the Truth
5. Cultural Diversity in the Office Place
6. Greatest Hits of the Listserv
7. Legislatures of the Future
8. Generational Issues

Claire Clift spoke about the social events in Reno, Nevada. The Opening Reception will be held at the National Bowling Stadium. The Nevada Night Reception will be held at the National Auto Museum and there will be a trip to visit the Capitol in Carson City.

Natalie O’Donnell, NCSL Liaison, informed the committee about the NSCL meeting in New Orleans. The times for the staff section meetings were discussed. Natalie mentioned that for those who plan to arrive prior to the start of the annual meeting, may have a difficult time booking hotel rooms. There is another conference that ends on Tuesday, July 22nd and majority of those rooms, prior to July 22nd, are booked. It was also mentioned there may be a community service project that will take place after the conference ends on Saturday, July 26th. It is encouraged for people to stay after the conference to participate in the project.

Susan ended the meeting by asking the committee to email any other ideas for the fall meeting.

Respectfully submitted,
Susan Schaar
Renaissance Hotel  
Asheville, NC  
March 29, 2008

Call to Order  
The meeting of the Roster Committee was held March 29, 2008, at the Renaissance Asheville Hotel in Asheville, North Carolina. The meeting was called to order by Chair Mardi Alexander-TX. The following members were in attendance:

Linda Tubbs -TX, Vice Chair  
Patience Worrel - TX, Vice Chair  
Linda Hopkins - TX, Recorder  
Leigh Gipple - NC  
Jackie Scott - VA  
Dave Gibson - VT  
Dianne Arrington - TX

Approval of Minutes  
The minutes of the previous meeting of the Roster Committee at the ASLCS Professional Development Seminar in Burlington, Vermont, on Sunday, September 16, 2007, were presented. Chair Mardi Alexander asked for a motion to approve the minutes. Patience Worrel-TX moved to approve them. Dianne Arrington-TX seconded the motion and the minutes were approved.

Order of Business  
Chair Mardi Alexander asked if anyone had comments about the recently published Roster. There were no comments offered. The Chair asked members of the committee to bring examples of colors for the cover of the next publication to the NCSL meeting in New Orleans.

The Chair presented drafts of the letter and information form that will be sent to members of the Society requesting updated information for the Roster.

Adjournment  
There being no further business, Dianne Arrington-TX made a motion to adjourn. That motion was seconded by Leigh Gipple-NC and the meeting was adjourned.

Respectfully submitted,  
Mardi Alexander
Completed in 1840, the North Carolina State Capitol functions today largely as a historical site rather than a legislative center. The current Capitol Building was constructed after the first capitol, the State House, was set ablaze in 1831 by workers who were - ironically enough - installing a fireproof zinc roof. At the time of its construction, the Capitol was designed to house all branches of state government, including the Legislature, the State Supreme Court, and the Governor’s office. Currently, however, only the Governor continues to maintain an office in the building. The former chambers of the Senate and House of Representatives, as well as the former State Library and State Geologists office have been restored to the way there would have appeared between 1840 and 1865.

Architecturally the State Capitol was designed in the Greek-Revival style, with many of the details of the building designed to mirror features of ancient Greek temples. The columns, molding, and crown atop the dome all exemplify this style. The stonework, plaster, ironwork and legislative desks are all originals rather than reproductions. The rich history of and within the building led to the Capitol being honored as a National Historic Landmark in 1973.

A number of interesting legends surround the Capitol’s use in the Civil War. One legend tells of a set of secret rooms that were used to house Confederate spies during the War. A small underground tunnel was constructed around this time period - purportedly to provide the Governor an escape route during the Civil War. Recently paranormal researchers have suggested the existence of ghosts within the Capitol, with one manifesting itself as a bearded man holding a lit cigar in his mouth. Whether or not these legends are true, the State Capitol remains a symbol of our State’s beauty and an exciting tourist destination for many.
Arthur Ohnimus: California’s Iconic Chief Clerk

Arthur Allen Ohnimus stands as an iconic figure in the history of California and the history of full-time legislatures. On April 1, 2008, the California Assembly adopted House Resolution 28 to honor the legacy of the late Chief Clerk Arthur Ohnimus and the donation of historic items by his recently deceased widow.

Arthur Allen Ohnimus (1893-1965) was the longest serving Assembly Chief Clerk in California history (1923-1963) and the California Assembly’s first full-time staff member. Ohnimus served as an Assembly employee for 45 years, 37 cumulative years as the Chief Clerk. During his long career, Ohnimus helped guide the Assembly’s modernization during the 20th Century, overseeing the installation of the electronic voting and public address systems, managing the transition from Robert’s Rules of Order to Mason’s Manual of Legislative Procedure, and establishing the modern legislative staff structure.

Ohnimus began his legislative service in 1915 as an assistant clerk and quickly moved up through the ranks of the clerk’s staff in Sacramento while concurrently attending law school in San Francisco. Ohnimus became Minute Clerk during the post-World War I era, working alongside fellow Assembly clerk Earl Warren, who would go on to become Governor and then Chief Justice of the United States. Ohnimus was first elected as the Chief Clerk in 1923, a position he held until his retirement in 1963 (except for a brief hiatus from 1937 through 1940).

Prior to 1957, the job of Chief Clerk was a part-time position, so Ohnimus also held concurrent full-time employment from 1924 to 1944 as Assistant District Attorney in San Francisco, and from 1944 to 1957 as a Deputy Attorney General of California. Ohnimus was in charge of house operations during a time of monumental societal changes. He guided the legislature’s transformation from the horse-and-buggy era to the modern era. As the state’s population boomed in the 20th Century, California soon found legislative bill loads rise from 2,000 measures introduced each session in the 1910s to over 7,400 bill introductions per session by the 1950s.
The Assembly soon found it difficult to manage its business, since the legislature was still meeting part-time and was constitutionally limited in its ability to employ staff beyond adjournment. In response, California voters adopted Proposition 14 in 1956, authorizing the legislature to employ full-time personnel for the first time in history. In 1957, the Assembly Rules Committee appointed Ohnimus to serve as its first Chief Administrative Officer (CAO) in addition to his ongoing role as Chief Clerk. This made Ohnimus the first full-time staff member in the California Assembly.

In his years as CAO and Chief Clerk, Ohnimus quickly laid the foundations for the Assembly’s modern staff structure, organization and procedures. For the first time in history, he created job classifications, salary ranges, employee manuals, and participated in the first Legislator Orientation Conferences. To attract career personnel, Assembly employees received sick leave and vacation for the first time. He also organized an efficient secretarial pool and coordinated the work of various Assembly departments to better serve the Members, the public and the press. Ohnimus also supervised some of the first Assembly Fellows (then called Legislative Interns), which was the first program of its kind in the nation. In 1958, he wrote The Necessity for a Permanent Organization, arguing for full-time legislative staff and operations. He also published a book, The Legislature of California.

Mr. Ohnimus retired on October 4, 1963, after having served in a nonpartisan capacity for more than 40 years under four Democratic and eight Republican Speakers.

The Arthur Ohnimus Collection: A Treasure Trove of Legislative History

When Mr. Ohnimus passed away in March 1965, his wife Bernice carefully stored his vast personal collection of legislative documents, historic photos, newspaper clippings, and political memorabilia dating back to the 1890s. Bernice was 20 years younger than Arthur, and passed away at the age of 94 in September 2007, having safeguarded Arthur’s items for 42 years after his death. Her estate recognized the importance of the material and on November 2, 2007, graciously donated the items to the Assembly Chief Clerk’s office for archiving and research. The Chief Clerk’s staff spent the next several months carefully cataloguing and analyzing the vast collection.

The items cover numerous historic events and figures in state and national governments. The nature of the correspondence in the collection is awe inspiring, and includes letters from: U.S. Presidents Franklin Roosevelt and Harry Truman; General Douglas MacArthur, General George Patton, filmmaker Cecile B. deMille; U.S. Chief Justice Earl Warren; Caspar Weinberger; the Governor of every state in the U.S.; numerous Members of Congress and Vice Presidents; every California Governor, Lieutenant Governor, and Attorney General of the era; virtually every legislator that served from the 1920s to the early 1960s; the delegates from the founding meetings of the United Nations; and many more. Also included are legislative documents dating to 1897, Assembly payroll records, telegrams, photos dating to 1899, legislative dance cards, hundreds of news clippings, and campaign flyers dating to 1903.

Floor Tribute, Educational Video and Brochures

On April 1, 2008, the Assembly honored the legacy of Arthur and Bernice Ohnimus and their families, by adopting House Resolution 28 (by Assembly Speaker Fabian Nunez). A floor ceremony was held, featuring family members as well as legislators who had served while Ohnimus was Chief Clerk and CAO. Also in attendance was R. Brian Kidney, who served as Chief Clerk from 1988 to 1991. Kidney was hired by Ohnimus in 1963, just nine months before he retired.
The State Capitol Museum, in conjunction with the Joint Rules Committee, the Speaker’s Office, and California State Parks, also staged a week long exhibit in the Capitol to showcase some of the materials in the collection. A web page dedicated to the collection is currently under construction as part of the Chief Clerk’s web site (www.assembly.ca.gov/clerk). A brochure and a 10-minute educational film were also produced to highlight the importance of this historic collection.

Note: To view the 10-minute video tribute, brochures, and some of the letters in the Collection, visit the Assembly’s web site at www.assembly.ca.gov/clerk or contact the California Assembly Chief Clerk’s office for more information: (916) 319-2856/email: brian.ebbert@asm.ca.gov

States At a Glance

NEBRASKA
Jamie Kruse

Less than 24 hours after the Nebraska Legislature adjourned sine die on April 17, 2008, immediate preparations were underway for the cleaning and refurbishing of the George W. Norris Legislative Chamber. It has not undergone a comprehensive cleaning or refurbishing since its construction in the 1930’s.

Approximately $500,000 was appropriated in the budget for the cleaning and refurbishing process. Years of water leaking into the Chamber combined with tobacco residue, dust and outdated cleaning practices in the past have lead to the necessary refurbishing. Included in the cost are curators from both the east and west coasts that will emphasize their areas of specialty which will range from the cleaning and polishing of every inch of the 23 karat gold-leaf decorations, limestone blocks, columns, walnut trim, and leather covering on the main entrance doors, essentially giving it a head to toe facelift. It will take two weeks to install the scaffolding required to reach the ceiling which is approximately 50 feet above the worn carpet, which will be patched and repaired as well. It will take approximately six months of labor on many different levels to complete the project, leaving just two months before the session begins in January 2009, which will welcome at least 15 new senators into the George W. Norris Legislative Chamber.

Prior to becoming a Unicameral in 1937, the Bicameral Legislature held their sessions in what is presently named the Warner Legislative Chamber as well as the Norris Legislative Chamber. Currently the Warner Chamber is used for civic education projects, meetings and ceremonial activities. While it is a distinguished and imposing Chamber, it is not necessarily conducive to the fast paced working conditions of a modern day Legislature. Should the Legislature be called into a special session before January, we may find ourselves utilizing this space to conduct our business. Careful and detailed planning has taken place to plan for this ever so challenging situation, but there are evident obstacles that would have to be overcome. The most obvious problem would be finding a place for each of the 49 senators to sit, as there are only 34 seats available. In addition to there not being a voting system installed, the technological capabilities are limited, posing extended difficulties for computer, telephone and television access. Space and resources for staff would also be an issue, as there is limited seating and room to work in the front of the Chamber.
To Judge or Not to Judge

Virginia’s session turned into a special session due to an impasse over bonds, judges and transportation. With 2,378 pieces of legislation introduced, 889 of which passed, Virginia was still unable to reach complete agreement on judges.

Virginia and South Carolina are the only two states where the legislature is tasked with selecting judges. Although there is no formal process to follow, Virginia’s state constitution requires the General Assembly to select judges. In most other states voters elect their judges (popular election) or the judges are appointed by the governor. With opposing parties controlling each house (Senate-Democrat; House-Republican) the delicate balance of power was in play.

The first special session, held immediately following sine die of the regular session on March 13, was called to reach agreement on bond issues. Unanimous agreement was reached on the bond issues when the legislature met again following the reconvened (veto) session on April 23, while only a partial agreement was reached on judges. The bond issue agreement included 75 construction projects across the Commonwealth. The judges agreement did fill 23 positions, but still left open the State Corporation Commission (SCC) position and 12 other judicial vacancies.

Although transportation is the main topic for Special Session II to be held in June, there is discussion that the topic of the judicial vacancies will surface again.

Fresh Air/Boss, I Can’t Come in Today, I’m Sick

Most of us have made that call, more often in the winter when we’re cooped up in spaces with little or no ventilation. And it’s likely that the quality of the air we breathe plays a role in causing these illnesses. The value of good air and the impact of polluted air is receiving attention in many indoor areas, our offices in particular.

West Virginia’s Capitol building (c.1932) has two spaces with real ventilation, the House and Senate Chambers. Cass Gilbert, the architect, included fan-driven systems for changing the air in the chambers. The office areas had windows that opened and closed until they quit working in the 70’s. That’s about the time when the fresh air was terminated in the offices.

Our General Services Division has embarked upon a $5.8M project to renovate the heating and cooling systems and provide filtered outside air to the office areas. These improvements will provide approximately 15 cubic feet per minute of filtered outside air per occupant. This amount of fresh air is recommended by the American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE).
West Virginia - Continued from pg. 30

The existing systems used steam for heat and chilled water for cooling. Much of the plumbing has leaked, causing damage to the plaster and requiring continuous repairs. These old systems will be replaced and ducts will be installed for bringing in the good air and exhausting the bad air.

Scott Mason, Engineering Manager for General Services said our building was “ahead of its time” in 1932 because Cass Gilbert incorporated large glass areas for natural light and working windows for ventilation. Mr. Mason also mentioned the 70’s as the time frame when ventilation was reduced to conserve energy. Then in the later 70’s Legionnaires’ disease raised health concerns regarding indoor air quality. I became interested when “sick building” syndrome was discussed here and our East Wing was examined after employee complaints prompted General Services to have a study performed. Yes, there was (is) need for concern.

Mr. Mason said our building’s age could allow it to be “grandfathered” and exempted from current code requirements. But our Governor, Joe Manchin III, mandated the building be brought “up to code” and into compliance with the Governor’s energy policy.

West Virginia
Eleanor Ringel
Assistant Clerk

The West Virginia Legislature Internship Program

When a legislature convenes, the surge of activity, the incoming tide of information, the numbers of citizens participating in the lawmaking process, require the hiring of additional staff to assist lawmakers in their daily work.

At the West Virginia Legislature a student internship program was established so college level students could participate in the legislative process. The student interns enhance their education while making contacts for future job opportunities and often get ahead of competitors for choice positions. Former interns have gotten jobs within the Legislature, state agencies and private industry following the completion of their internships.

West Virginia has five internships, four of them named after former members of the House and Senate, and they are as follows:

The McManus Fellowship is offered each year to a second-year full-time graduate student pursuing the Master of Public Administration or Master of Arts in Political Science degree through West Virginia University, Marshall University, or the two universities’ joint program. The student serves for one academic year and will be granted one year’s tuition and fees for his or her university and will be provided with a stipend during the legislative session and per diem pay during interim sessions. The student must maintain a grade point average of 3.0 or better before and during the fellowship.

Walter Rollins Scholars & Robert W. Burk Jr. Interns are students enrolled in graduate degree programs of all majors in any accredited West Virginia public or private college or university who are in good academic standing. These scholars and interns serve for one semester during the legislative session and are paid a stipend during their tenure.
The Rollins Scholarships are awarded to two graduate students who are chosen to assist lawmakers in leadership positions. They research relevant issues, assist in preparation for floor deliberations and monitor legislative activity under the direction of those in the highest positions of leadership.

The Burk Internships are awarded to four graduate students who are chosen to assist standing committee chairs and other leading senators and delegates. These students gain firsthand knowledge by observing the legislative structure and how it bears upon the manner in which decisions are made and aiding legislation in their daily work activities.

The Judith A. Herndon Fellowships are awarded to ten undergraduates who have completed 60 undergraduate hours with a completed course in political science or extensive public affairs experience. The Fellows are selected to participate in the 60-day legislative session and are assigned to assist a sole legislator from either the Senate or House of Delegates. The Fellows are required to perform research and various staff functions. Participants are introduced to and develop an understanding of the politics of legislation, bill drafting, the work of committees and the executive-legislative liaison.

The Frasure-Singleton Internships are awarded to 50 undergraduate students who are selected to assist a specific senator or delegate for one week during the 60-day session. They participate at 25 hours per week for a two-week period. They must be full time sophomores, juniors or seniors from two and four year public and private institutions who are in good academic standing, with GPA taken into consideration. They take part in all aspects of a legislator's day including committee meetings, constituent requests, issue research and all floor activities.

The Legislative Information Journalism Internships are awarded to four full-time sophomores, juniors, seniors or graduate students in the field of journalism at an accredited school who are in good academic standing and are skilled in Associated Press style. The interns are selected to work for all members of the Senate and House of Delegates during the 60-day session in the Legislatures Reference and Information Center. They cover floor activities, committee meetings, public hearings, press conferences and all other legislative activities. Chosen participants are required to assist in the publication of a weekly newsletter, compose news releases, outlines and respond to media and citizen requests.

All internships and fellowships are selected by an interview process and final selection is done by a panel of delegates, senators and academic professors.
States At a Glance

LOUISIANA
Mick Bailey - WV

A Brief History

The region known as Louisiana was claimed for France in 1682 and named in honor of the King Louis XIV. It became a French crown colony in 1731 but was ceded to Spain in 1763 after the French and Indian Wars.

The Capital of Louisiana is Baton Rouge, which dates back to 1699 when the French explorer Sieur d’Iberville led an expedition up the Mississippi River and marked the boundaries creating the area we know now as Baton Rouge, Louisiana. The name Baton Rouge is French for “red stick”, and it is the second largest city in Louisiana. Baton Rouge became its Capital in 1846 and remained so until 1862. After that, the Capital changed places several times until finally in 1879, Baton Rouge was officially named the Capital of Louisiana and has remained so ever since.

The old State Capitol Building was built in 1847 under the direction of James N. Dakin and has the appearance of a 15th-century Gothic Cathedral. The old State House remained in use until 1932 when the new State Capitol building was constructed.

The construction of the new Capitol building began in 1930 and took approximately 29 months to complete. It was built under the direction of Huey P. Long, the newly elected Governor in the “Art Deco” style. The architectural firm Weiss, Dreyfous and Seiferth designed the 34 story, 450 feet tall skyscraper made from Alabama limestone.

New Orleans is Louisiana’s largest city. It is sometimes referred to as the most unique city in America because of its history, culture, heritage, architecture and music. Every year on any Tuesday from February 3 through March 9, New Orleans celebrates Mardi Gras which means “Fat Tuesday” and draws millions of tourists every year. Mardi Gras has been celebrated in New Orleans since French settlers arrived in the 1700’s.
I am exceedingly grateful for the opportunity I had to participate in the Associate Exchange Program this March. My time spent with the Delaware House afforded me the chance to learn and observe the inner workings of another state legislature while engaging with others in my profession.

Not having traveled to the East Coast before, I had certain ideas about the appearance of Dover, which houses not only the capitol of the first state but much of our nation’s rich history. My wanderings through the legislative mall, historic Dover, and multiple museums exceeded my expectations as I took in the Golden Fleece Tavern where Delaware became the first state to ratify the Constitution, beheld the original Bill of Rights, and toured a museum displaying silver, furniture, and artwork from the 18th century.

My experience in the capitol building was similarly enjoyable. Within the Chief Clerk’s Office JoAnn Hedrick, the Chief Clerk, and her assistants Inga and Tammie patiently walked me through the details of composing the list of bills for prefile, the ready list, and the daily agenda as well as the calendar and, my specialty, the journal. I found it fascinating to watch the documents that I am so familiar with in the Alaska House be created and organized in entirely different yet very effective ways.

Throughout the week JoAnn arranged for me to meet with professionals working in fields ranging from information technology to bill drafting. These meetings were very informative as I was able to learn the nuances of the Delaware General Assembly while being able to share some of my experiences in Alaska. As the week went on I found that I was able to begin piecing together a bill’s journey through the Delaware House, from its drafting to adoption on the floor. As the pieces came together I was once again reminded, as I often am in the Alaska legislature, of how many individuals work with diligence and efficiency to support the process that allows a bill to become law.

As the first state, I had anticipated that Delaware’s legislature would be steeped in tradition, and while they still conduct voice votes and are housed in a colonial style capitol, they are certainly not lacking modernity. For example, I was surprised to find that in many aspects the Alaska House is more formal in its floor proceedings. This caught me off guard as, sitting next to the Speaker Pro Tempore during my first day in a floor session in the Delaware House, he leaned over to talk to me after calling the session to order. My instincts prohibited me from openly talking during a floor session as it is fairly forbidden in our Chamber, but then I reminded myself that I was far from home and gladly engaged in conversation.
Another interesting dimension of the Delaware General Assembly is the legislators’ proximity to the capital and the affect that has on their structure. While the populations of Delaware and Alaska are similar, and thus we have nearly the same number of legislators, our geographies are very different. Because the Delaware legislators are within an hour’s drive from Dover, the legislature meets for periods of a few weeks between the second Tuesday in January and June 30th. Legislative days are those days where they meet in session, traditionally Tuesday through Thursday. In Alaska, because legislators are traveling hundreds of miles from home to do their work as lawmakers in Juneau, our session is a consecutive 90 days, and staff and legislators occupy hotels or apartments – making a second home of sorts in the capital city. While the similar size of the Delaware and Alaska legislatures was a large factor in my selecting Delaware as my exchange state, I found that it was our differences that proved the most interesting and enlightening.

In summary, I immensely enjoyed learning about another state’s legislative make-up and procedures. All of the individuals I encountered were very welcoming, engaging, and patient in explaining their work and exchanging experiences. They enabled me not only to learn about their state but also mine as I was able to view the Alaska legislature from an entirely different perspective. Now that I have returned home in the latter half of our busy 90-day session, I find myself occasionally stopping and thinking about the people I met - 3,000 miles away - who are devoting their day to upholding Delaware’s legislative process.

I would like to thank the Chief Clerk of the Delaware House, JoAnn Hedrick, who thoughtfully organized my schedule and generously hosted me. I am also grateful for the hospitality of her staff, Inga Emerson and Tammie Kanich. Lastly, I would like to thank ASLCS for sponsoring the Associate Exchange Program.
I recently had the privilege to participate in the ASLCS Associate Exchange Program and selected the Delaware House as my host state. To be truthful, I knew little about the Delaware House, but several factors influenced my choice. I felt that with Delaware’s history as the first state capital the chambers would operate with a great sense of tradition. And, since I had never been to this part of the country, I welcomed the chance to visit this area. But lastly, and very importantly, Delaware’s legislative calendar worked well with Kentucky’s. I knew I would not be allowed to participate during our own legislative session, and since we were to adjourn sine die on April 15, Delaware still had session time available for a visit.

JoAnn Hedrick, Chief Clerk of the Delaware House, and I planned my visit for May 12 -16, right before a two-week scheduled recess of the Delaware legislature beginning May 15. JoAnn advised me of the Delaware legislative schedule just at the time the Kentucky legislature was getting ready to recess for ten days to allow for Gubernatorial vetoes. As you well know, those days before an extended recess are long and just a little crazy. I thought to myself, “I’ll be going through this again?! next month in another state?!” Of course I quickly and happily realized, I would only be observing and not responsible for a single thing, except to stay out of the way.

JoAnn’s ambitious agenda covered a lot of areas and was perfect for me. Kentucky is organized a little differently than most states. I am part of the Kentucky Legislative Research Commission’s non partisan staff and supervise a section titled House Clerk Services. Under the scope of House Clerk Services are the Enrolling and Engrossing Office, Journal, Proofing, House Bill Room, and the Bill Control Office. My staff generate the Orders of the Day and Rules Committee reports, and also handle amendment distribution and daily reports to the committee secretaries. I also have some payroll responsibilities for our temporary employees. So being able to meet and talk with a variety of the Delaware staff was very informative and a great learning experience.

In comparing the operations of our two states, I obviously found significant differences in our chamber procedures. With Kentucky’s 100 House members, there tends to be a little more hustle and bustle in our chambers. We have electronic voting, plasma screen display boards for the Orders of the Day and electronic bill books for the House members. However, our minutes used for the journal compilation are hand written in detail by a Minutes Clerk on the House floor and couriered to our journal staff located on the fourth floor of the Capitol. In contrast, Delaware has oral roll call votes and hard copy bill books, but their journal is compiled electronically almost in its entirety from the floor. Our journal staff would be so jealous!

One of my biggest surprises came on my first day during session. Perhaps because of Delaware’s history, I was expecting a more formal, rigid chamber atmosphere. However, I found that while the chamber procedures have a definite order, the work of the Delaware House is accomplished in a relaxed manner. With the Speaker out of the country, the Speaker Pro Tem was presiding. After the caucus recess, there was a little delay in getting the chamber reconvened as the call bells were not working properly. Finally one member stated, “I’m going to get things going”, came to the podium and proceeded to call the chamber to order. I was sitting to his immediate right and
quickly started looking for the sergeant at arms, thinking surely someone was going to stop him. But no one seemed alarmed and he presided over the agenda as if he did this every day. I learned later that several different members may preside on occasion.

A major difference in the proceedings of the Kentucky House and the Delaware House chamber activities is the protocol allowing non-legislator testimony on the chamber floor. The witness must be invited or requested by a member to do so, and can either offer comments or answer questions. An extremely rare occurrence in Kentucky, I observed this practice in both the House and the Senate chambers. On the last day of my visit the Delaware House was voting on a measure to allow sports gambling, and a NFL spokesperson was invited to address the chambers in opposition. (Having a house of football lovers, this was particularly interesting to me!) I know everyone will want to know, the measure passed the House.

I have only highlighted a few observations that came quickly to mind, but there were so many other things I could talk about. I brought a wealth of information and ideas back to Kentucky with me. Moreover, I cannot say enough about the friendliness of the Delaware staff; the availability of Governor Minner; the kindness and patience of Tammie Kanich, the Bill Clerk and Inga Emerson, the Journal Clerk as I occupied their office space and shared lunch with them; the graciousness of JoAnn and Bernard Brady, the Secretary of the Senate; and the beauty of the capital city Dover and city of Wilmington. While I traveled to Dover alone, I felt that I left with great new friends whom I could call upon and reconnect with if on occasion I found myself in close proximity (I was even told Philadelphia would be close enough!). While I hope I have that opportunity again, at the very least I have more friends to look forward to seeing at the ASLCS Annual Conference.

The Associate Exchange Program is a wonderful opportunity for professional and personal growth. I highly encourage all associates to consider taking advantage of this unique opportunity. I give sincere thanks to JoAnn Hedrick for undertaking being a host state, and the ASLCS leadership for implementing and supporting the program.
Connie Peltier Retires
Minnesota Senate

Connie Peltier, the Director of Journal Production of the Minnesota Senate retired on January 25, 2008, after 26 years with the Senate.

Connie started with the Senate on January 5, 1981, as a session employee and worked for Bettye Bates for six years. In 1987 she was hired as Bates’ assistant and in 1988 she became the Legislative Computer Documents Supervisor, which she found was always the longest title to put on a name tag. In 1995 that title was shortened to Director of Journal Production where she took on the job of reformatting their Journal for in-house publishing.

After three weeks retirement in January, Connie was asked to come back to work because her replacement had to have surgery and so she did for eight weeks. Now she thinks she has retired for good, maybe. After going on a cruise over Easter with her four kids and their spouses she is planning to do it again. Other plans include lots of traveling with friends and family. She may even make a trip to Nevada in October!!

Rich Nafziger Resigns
Barbara Baker New Chief Clerk of the Washington House

On October 1st, 2007, Rich Nafziger resigned as Chief Clerk of the Washington House to become the Chief of Staff for the Senate Democratic Caucus.

On October 9th, Speaker Frank Chopp appointed his long-time policy director, Barbara Baker, to be the Acting Chief Clerk. Baker was subsequently elected January 14, on the first day of the 2008 Session. Chief Clerk Baker has worked for the House since 1996, serving as policy director for the Democratic caucus for the past seven years. She is a graduate of The Evergreen State College and earned her law degree from the University of Puget Sound (now Seattle University).

New Mexico Senate Chief Clerk Margaret Larragoite Retires
Lenore M. Naranjo Elected Chief Clerk

Lenore M. Naranjo was elected to the office of Chief Clerk of the New Mexico Senate in January, 2008, succeeding Margaret Larragoite who had served as the Chief Clerk since 1991. Lenore has been a State Senate seasonal employee since 1976 and had served as Deputy Chief Clerk since 1985. She is an avid golfer and loves spending time with her husband Alex, a Magistrate Judge, two daughters who are school teachers, and her four granddaughters.
American Society of Legislative Clerks and Secretaries Preliminary Agenda

NCSL Legislative Summit
July 22-26, 2008
New Orleans, Louisiana

Tuesday, July 22
8:00 am - 5:00 pm
Registration - Ernest N. Morial Convention Center

9:00 am - 12 noon
Legislative Staff Coordinating Committee
Hilton

1:15 pm - 2:15 pm
ASLCS Special Committees
Hilton

3:30 pm - 5:30
NCSL Executive Committee
Hilton

Wednesday, July 23
7:00 am - 5:00 pm
Registration
Ernest N. Morial Convention Center

7:30 am - 9:30 am
Continental Breakfast
Ernest N. Morial Convention Center

8:00 am - 9:00 am
ASLCS Standing Committees - “A”
Hilton

9:00 am - 10:00 am
ASLCS Standing Committees - “B”
Hilton

10:15 am - 11:45 am
General Session
Ernest N. Morial Convention Center
Preliminary Agenda - Continued

12 noon - 5:00 pm
Exhibit Hall Open
Ernest N. Morial Convention Center

2:45 pm - 4:15 pm
Legislative Staff Coordinating Committee Mega Session
Ernest N. Morial Convention Center
Legislative Ethics - Speaker: Carol Lewis

4:15 pm - 5:15 pm
ASLCS Standing Committees - “C”
Ernest N. Morial Convention Center

6:30 pm - 9:30 pm
Louisiana Social Event at the Super Dome

Thursday, July 24

8:00 am - 9:45 am
Legislative Staff Breakfast
Ernest N. Morial Convention Center
Speaker: Eileen McDargh

9:00 am - 4:00 pm
Exhibit Hall Open
Ernest N. Morial Convention Center

10:00 am - 11:30 am
Legislative Staff Coordinating Committee Mega Session
Ernest N. Morial Convention Center
Speaker: Mike Hais, author of Millennial Makeover

10:30 am - 12:30 pm
International Program Session
TBA

11:30 am - 1:30 pm
Exhibit Hall Lunch
Ernest N. Morial Convention Center

1:00 pm - 2:30 pm
Issue Forum - Using Political Power in the Public Interest
Ernest N. Morial Convention Center
Preliminary Agenda - Continued

2:45 pm - 4:00 pm
**General Session - New Policy Directions for America**
Ernest N. Morial Convention Center
Speakers: Newt Gingrich and Lee Hamilton

4:15 pm - 5:45 pm
**ASLCS Executive Committee**
Ernest N. Morial Convention Center

**Friday, July 25**

7:30 am - 9:00 am
**Continental Breakfast**
Ernest N. Morial Convention Center

8:00 am - 9:30 am
**Issue Forums**
Ernest N. Morial Convention Center

9:00 am - 12 noon
**Exhibit Hall Open**
Ernest N. Morial Convention Center

9:45 am - 11:45 am
**NCSL Business Meeting**
Ernest N. Morial Convention Center

12 noon - 1:30 pm
**ASLCS Luncheon**
TBA

2:00 pm - 3:30 pm
**Issue Forum - Employment Law 101**
Ernest N. Morial Convention Center

State legislatures have been slow to respond to rapidly changing employment law, sometimes to their detriment. Protect your employees and your legislature by attending this discussion of trends, warnings, key requirements and awareness training with one of the nation’s foremost authorities on employment law.

3:45 pm - 5:15 pm
**Protecting Legislative Digital Records**
Ernest N. Morial Convention Center

Legislatures around the nation are creating digital-only records as the transition from paper to digital records continues, but are the right records being preserved? Can you access those records in five or ten years? Explore how to manage and minimize risks relating to electronic records and ensure that electronic records are accessible for legal discovery, business continuity, and disaster recovery purposes. Learn the importance of using data transfer and archiving methods that are dependable, verifiable, and enduring.
Preliminary Agenda - Continued

Become acquainted with a Library of Congress grant to develop a model architecture that helps you preserve electronic data and digital records.

Moderator: Paul Schweizer, Controller, House of Representatives, Minnesota

Speakers: Robert Horton, Director, Library Publications and Collections, Minnesota Historical Society, Sean McGrath, Chief Technology Officer, Propylon, Dublin, Ireland

Sponsored by the National Association of Legislative Information Technology - Co-sponsored by the American Society of Legislative Clerks and Secretaries

6:30 pm - 9:30 pm
Social Event at the World War II Museum and CAC

Saturday, July 26

8:30 am - 10:30 pm
General Session
Ernest N. Morial Convention Center

10:30 am - 6:30 pm
Mason's Manual Commission
TBA
Presiding: Alfred Speer, Chief Clerk, Louisiana House of Representatives and Chair, Mason's Manual Commission

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And Special Thanks to Mary Monahan and the Maryland House for printing this edition, and to Erica Davis with The Biltmore for all her kind considerations.
Hi all,

On behalf of the LSCC Professional Development Subcommittee, I want to encourage all of you to bring your walking shoes to New Orleans and join us as we “beat the heat” and enjoy a 5K walk or run along the Mississippi River through Woldenberg Park.

In recognition that we, as legislative staffers, can make a difference, the Legislative Staff Coordinating Committee is officially a co-sponsor of the 2008 Walk for Wellness. The walk is dedicated to raising awareness of the “devastating effects heart disease, diabetes and obesity have on our nation as a whole, while drawing special attention to the health disparities that exist in minority and underserved communities.” Other sponsors of the walk are: the National Caucus of Native American State Legislators, the National Black Caucus of State Legislators, the National Hispanic Caucus of State Legislators, the National Asian Pacific Americans Caucus of State Legislators, and the Women’s Legislative Network of NCSL. The LSCC is honored and excited to join these distinguished groups in this important (and fun) event.

Visit the 2008 Walk for Wellness website—www.ncls.org/summit/walk.htm—to register for the 2008 walk. Spread the word among your staff sections and staff colleagues from your state who are planning to go to New Orleans.

I hope to see you all in Wilmington and in New Orleans (as we’re walking or running along the Mississippi River).

Nancy Cyr
LSCC Professional Development Subcommittee