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Cover Photos
Clearwater Bay, Clearwater, Florida
ASLCS 2015 Spring Meeting
Dear ASLCS Friends:

The Spring Meeting of the American Society of Legislative Clerks and Secretaries (ASLCS) was held May 1 to May 3 in Clearwater, Florida. Approximately 45 members were in attendance and 11 of the 12 standing committees met. Additionally, the Mason's Manual Commission conducted a meeting. We also held our business meeting and an Executive Committee meeting.

I am proud to share that four members were selected to participate in our annual exchange program for associate clerks and secretaries, the Associate Exchange Program: Leslie Awtrey – Arizona House; Lisa Davis – Mississippi House; Brad Metcalf – Kentucky Senate; Jan Waldrop – Virginia Senate. The program allows them to visit with colleagues in other states, to learn about their legislative processes and procedures.

This issue of the Legislative Administrator features profiles of new principal clerks and secretaries. There were 17 new principal clerks or secretaries elected or appointed in 14 states following the 2014 elections. Please join me in welcoming the new additions to our society.

The Professional Journal is celebrating its 20th Anniversary this year and in honor of the anniversary, ASLCS will be publishing a regular issue for 2015, along with a 20th Anniversary issue that will include the articles from the past 20 years. Both Journal issues will be published this fall.

The NCSL Legislative Summit is in Seattle this year in early August. All 12 standing committees, Mason's Manual Commission and the Special Committee on Strategic Planning will be meeting. We'll also hold our annual business meeting at lunch on Tuesday. Please be sure to join us. We are also cosponsoring a session on technology issues with NALIT.

Plans for the 2015 Professional Development Seminar in Raleigh, Sept. 20-25, are well underway. Our opening plenary speaker is Mike Collins, from the Perfect Workday Company. He will be speaking on dealing with change. Our plans also include eight concurrent sessions, meetings of all 12 standing committees, Mason's Manual Commission, the business meeting, Executive Committee meeting, a legislative expo, a community service project, and our State Dinner. Thanks to Denise Weeks and the staff of the North Carolina House of Representatives and Senate.

Finally, Ohio has agreed to host the 2015 Joint Canadian-American meeting this fall, a joint meeting of ASLCS and CATTS, our Canadian counterpart, Clerks at the Table. Many thanks to Brad Young for his leadership in this endeavor.

I look forward to working with you this summer and fall. Thank you again for the opportunity to serve in our society.

With kindest regards,
Russell A. Humphrey
Chief Clerk, Tennessee Senate
ASLCS President
2014-2015 Executive Committee

Russell Humphrey (TN)  
President

Susan Furlong (NV)  
President-Elect

Susan W. Kannarr (KS)  
Secretary-Treasurer

William “Bill” MaGill (VT)  
Associate Vice-President

Robert Haney (TX)  
Elected Principal

Maryann Horch (VA)  
Elected Associate

D. Patrick Harris (AL)  
Appointed Principal

Denise Weeks (NC)  
Appointed Principal

Yolanda J. Dixon (LA)  
Appointed Associate

Alan Whittington (TN)  
Appointed Associate

Suzi Lowell (AK)  
Immediate Past President

Janice A. Gadd (UT)  
Immediate Past Associate Vice-President
Call to Order  President Russell Humphrey, Chief Clerk of the Tennessee Senate, called the business meeting of the American Society of Legislative Clerks and Secretaries (ASLCS) to order. President Humphrey thanked Debbie Ward and International Roll Call for sponsoring the luncheon and for their support for ASLCS. President Humphrey expressed his appreciation to Angela Andrews who will be moving on to other duties with NCSL after 6 years as the ASLCS liaison. Jeanne Mejeur (NCSL) was introduced as the society’s new liaison with NCSL.

Committee Reports

Bylaws and Standing Orders  Patsy Spaw (TX) reported that the committee has several issues and proposals it will present to the executive committee for consideration including: Committee descriptions; reviewing Standing Orders for consistency; language for the Millie McFarland Scholarship which would help Principals attend the PDS; President-Elect Outreach responsibilities; and Clarification of responsibility for host state regarding video recording of the state dinner at the PDS.

Inside the Legislative Process  Bernie McNulty (CA) reported that the committee has determined the next topic for inclusion will be Disciplinary Processes. Also, Brenda Erickson (NCLS) will be updating the ASLCS page on the NCSL website to improve navigation. Ms. McNulty also reported that the committee discussed doing phone calls of states for smaller scope topics instead of surveys. Finally, she reported on the NCSL rules Process Survey that is being done.

Site Selection  Brad Young (OH) reported that the Site Selection committee voted to recommend to the Executive Committee that the 2016 PDS be held in Boise, Idaho. The meeting will likely be a hybrid host meeting. Mr. Young also reported that the committee had received an update from Denise Weeks (NC) on the plans for the 2015 PDS being hosted in Raleigh, NC.

Technology  Denise Weeks (NC) reported that the committee continued its discussion regarding potential concurrent session at the upcoming PDS. The committee also discussed the need for additional integration databases used by the Roster committee and the Secretary-Treasurer to avoid duplication of work and conflicting information.

Membership and Communication  Jennifer Novak (ID) reported that the committee discussed plans for the upcoming PDS for new member orientation. Included were a review of the 2014 PDS and a discussion of the pin contest. The committee also discussed potential options to improve new attendee connections with their sponsor and other ASLCS members.

Legislative Administrator  Joyce Wright (AL) reported that the committee had discussed the next issue of the publication and called for articles from members for the States at a Glance section. Minutes from the Spring Business Meeting are needed by June 8 to meet publication deadlines. Ms. Wright also reported that the Legislative Administrator publication will be sent to chambers for further distribution instead of directly to individual members beginning with the next issue.

International Communication and Development  Ann Cornwell (AR) reported that the committee had discussed potential concurrent session topics for the upcoming PDS. The committee has recommended a round table discussion with a moderator on the topics of legislative/government operations and culture.

Support Staff  Jay Pearson (VA) reported that the committee discussed six different ideas for concurrent session at the 2015 PDS in September that they will continue to discuss. The committee also discussed the theme for the legislative expo at the PDS.

Roster  It was reported that there was no meeting of this committee but that the ASLCS Roster and Reference Guide had been published.

Professional Journal  Ann Krekelberg (AK) reported that the committee discussed plans for the 20th Anniversary Edition of the journal. She indicated that articles for the upcoming edition will be due in July.
The committee also discussed options for moving to an electronic only publication and the potential for the acceptance of articles from academia.

**Program Development** Susan Kannarr (KS) reported that although there is still no chairperson, the committee is moving forward with planning for the PDS in September. Ideas for the schedule, concurrent sessions and plenaries were discussed. Ms. Kannarr noted that the staff breakout sessions are being planned for the beginning of the meeting on Monday due to positive responses to that schedule at the 2014 PDS.

**Canadian-American Relations** Ann Cornwell (AR) reported that Brad Young (OH) has agreed to host the joint meeting this fall in Columbus, OH. No date has been set at this point but a subcommittee has been appointed to work on planning the meeting.

**Announcements** President Russell Humphrey thanked Brad Young (OH) for agreeing to host the Joint Canadian-American meeting this fall and for his work as Site Selection chairman for the recommendation of Boise, ID for the 2016 PDS. He also thanked Bonnie Alexander (ID) and Jennifer Novak (ID) for the proposal to host the 2016 PDS.

**Adjournment** There being no objection, President Humphrey adjourned the meeting at 1:04 p.m.

Respectfully submitted,
Susan Kannarr (KS),
Secretary-Treasurer
Call to Order  The meeting of the Executive Committee was called to order by Russell Humphrey (TN), ASLCS President at 1:30 p.m..

Attendance  The following members of the committee were present:  Russell Humphrey (TN), Susan Kannarr (KS), Robert Haney (TX), Maryann Horch (VA), Pat Harris (AL), Denise Weeks (NC), Alan Whittington (TN) and Yolanda Dixon (LA).

Other members/guests in attendance included Jeanne Mejeur (NCSL), Angela Andrews (NCSL), Brad Young (OH), Jennifer Novak (ID), Patsy Spaw (TX) and Ann Cornwall (AR).

Approval of Minutes  Denise Weeks (NC) moved and Robert Haney (TX) seconded to approve the minutes of the December 18, 2014 Executive Committee conference call meeting.

Old Business

1. Secretary-Treasurer Susan Kannarr (KS) reviewed the treasurer’s report for the Dues Account. The ending balance in the account was $50,245.42 as of April 30, 2015. Pat Harris (AL) moved and Alan Whittington (TN) seconded to approve the report.

2. Jeanne Mejeur (NCSL) reviewed the ASLCS Finance Reports including a summary of the various accounts. Ms. Mejeur reported the following:
   a. Professional Development Revolving Account (LLCS):  The ending balance as of March 31, 2015 was $16,885.04. Deposits during 2014 included a profit of $7,241.33 from the Baton Rouge PDS, a transfer from L190 for Ed Burdick Scholarships ($1,500) and contributions from individuals for the Associate Exchange Program ($1,250). Expenditures during 2014 consisted of reimbursements for the Associate Exchange Program ($1,500), speaking fees for the 2014 PDS ($19,000) and payments for the Ed Burdick Scholarship ($1,500).
   b. Special Meetings Fund (L190):  The ending balance as of March 31, 2015 was $264,670.38. Pending deposits not reflected in the ending balance include funds raised to support the 2015 PDS in Raleigh, NC ($8,500) and a payment from IRC for the lunch at the 2015 Spring Meeting ($2,500). Pending expenditures are $16,856.41 for costs associated with the 2015 Spring Meeting.

New Business

1. 2016 PDS site selection update:  President Humphrey recognized the Site Selection Committee Chairperson Brad Young (OH) for a report on the committee’s recommendation of Boise, Idaho as the location for the 2016 PDS. The meeting is planned to be a hybrid host unless sufficient funds are raised by the host state. Jennifer Novak (ID) indicated that she had received approval from the Idaho Attorney General to raise funds to support the meeting. Ms. Novak did not have specific dates suggested for the meeting at this time but is anticipating the first week in October. In addition, legislative leadership and directors of staff agencies have indicated they will help to provide support for the meeting. Ms. Novak and Mr. Young answered several questions from executive committee members. On motion of Pat Harris (AL), seconded by Denise Weeks (NC), the Executive Committee voted unanimously to accept the committee recommendation. President Humphrey appointed a subcommittee to work on initial planning with the goal of reporting back to the Executive Committee at the NCSL Summit in August. Members of the subcommittee are: Pat Harris (AL), Chairperson; Brad Young, Yolanda Dixon and Susan Kannarr.

2. Committee vacancies and replacements:  President Humphrey reviewed the 2014-2015 committee chair and vice-chair assignments. He drew the committee’s attention to the chairperson vacancy on the Program Development committee created by David Byerman’s departure from legislative service in December 2014. Mr. Humphrey indicated that several individuals have been asked to serve as
Chairperson but none have accepted to date. The President highlighted the importance of this position and requested suggestions for candidates from members of the Executive Committee.

3. New member outreach: Jeanne Mejeur (NCSL) directed the committee’s attention to a page in their materials listing the new Principal Clerks and Secretaries. President Humphrey requested that this topic be deferred to the NCSL Summit in August so that President-Elect Susan Furlong can participate in the discussion. Ms. Mejeur informed the committee that the Chairperson of the Membership and Communication Committee has offered to assist with new member outreach.

4. Joint Canadian American meeting: President Humphrey informed the group that Brad Young (OH) has agreed to host the 2015 meeting in Columbus. The committee was reminded that the host state is precluded from spending ASLCS funds to support but that approval may be sought at a later time to use funds leftover from previous years. President Humphrey noted that $35,000 is an approximate cost for this type of meeting and that it is generally covered by registration fees. No specific date has been set for the meeting at this point in time.

5. NCSL Legislative Summit Schedule: Jeanne Mejeur (NCSL) reviewed the preliminary ASLCS schedule for the 2015 Legislative Summit in Seattle. Ms. Mejeur told the committee that she submitted the preliminary schedule to NCSL based on previous years’ activities as it was due on May 1, 2015. According to this schedule ASLCS committees will meet Monday, August 3 from 2-5 p.m.; The ASLCS Business meeting will be held Tuesday, August 4 from 12-2 p.m.; and the ASLCS Executive Committee will meet on Wednesday August 5 from 2-3:30 p.m.. Ms. Mejeur noted a time slot on Thursday afternoon for staff section sponsored sessions and indicated that ASLCS could either develop a session or co-sponsor sessions with other staff sections. In response to a question from the committee regarding Mason’s Manual Ms. Mejeur indicated that although it didn’t appear on the distributed schedule she believed it would meet Sunday morning August 2. Susan Kannarr (KS) informed the committee that she has been approached by NALIT to be a panelist on a session Thursday afternoon on the topic of relationships between IT staff and customers. Ms. Kannarr suggested that this might be an appropriate topic for ASLCS to consider co-sponsoring. The Executive Committee approved the preliminary schedule without objection.

6. Review of 2015 PDS in Raleigh, NC: Denise Weeks (NC) reviewed the preliminary agenda for the 2015 PDS in Raleigh, NC, September 20-25. As part of the description, Ms. Weeks described the planned host state events.

   a. Jeanne Mejeur (NCSL) reviewed the proposed budget for the 2015 PDS which is based on past patterns. Total anticipated costs are $81,650 based on 175 full price registrations and 25 guests. Ms. Mejeur brought the committee’s attention to a $5,000 transfer from the L190 account listed under revenue. She indicated that this was necessary to balance the budget due to NCSL’s policy that all meeting budgets must balance to be approved. Upon motion by Maryann Horch (VA), seconded by Robert Haney (TX), the transfer from L190 was approved. The preliminary budget was unanimously approved on motion of Denise Weeks (NC), seconded by Alan Whittington (TN).

   b. In response to a committee member question regarding the community service project, Denise Weeks (NC) responded that no firm plans are in place but that options could be packing care boxes or writing cards for deployed military since the Raleigh area has a large military presence.

7. Lifetime membership: President Russell Humphrey announced that he had been approached regarding granting a lifetime membership to a former member. Discussion was deferred to the Legislative Summit in August.

8. Photo archivist position: Maryann Horch (VA) requested the Executive Committee consider establishing the position of photo archivist within the Society to preserve various photos taken by members at various meetings. The committee agreed that the Society should have a way to preserve and organize the pictures, many of which were gathered for the 70th Anniversary Edition of the Legislative Administrator. After discussion regarding the need to stay organized and keep pace with technology, Maryann Horch was named the ASLCS Photo Archivist on motion by Denise Weeks (NC) seconded by Yolanda Dixon (LA).
9. Travel approval: Robert Haney (TX) moved and Maryann Horch (VA) seconded a motion to approval travel for Russell Humphrey and Susan Furlong, or their designee, to attend the Spring LSCC Meeting, June 4-6, 2015, in Denver; the summer LSCC Meeting, August 3-6, in Seattle; and the ANOMAC or CATTTS Meetings to be held in August, 2015. The motion was unanimously approved.

10. State Capitols book project: Jeanne Mejeur (NCSL) asked the Executive Committee for direction on whether the Society was interested in further pursuing a project to publish a book on state capitol. The committee was informed that Paul Campos and Brad Hendrickson from the Washington Senate, who previously worked on the publication, are willing to continue to provide assistance if requested. After discussion regarding the need to complete the material, pricing and format of the book, the topic was deferred to the Legislative Summit in Seattle when Mr. Campos and Mr. Hendrickson would be available to participate.

11. Correspondence: Jeanne Mejeur (NCSL) reviewed the copies of correspondence received from recipients of ASLCS memorial contributions in honor of Betty King and Julia Bass as well and a thank you note from the family of Betty King.

Other Business

1. Bylaws Committee Activity: Patsy Spaw (TX), Chair of the Bylaws committee, reported on the activities of her committee. Information on all of these will be E-mailed to the Secretary-Treasurer and the executive committee for consideration.
   a. Technical changes to the Bylaws – Ms. Spaw reported that her committee had approved a number of technical changes to the Bylaws. These will be incorporated into the existing language and distributed to the executive committee for approval at the Legislative Summit in August.
   b. Millie McFarland Scholarship - Language regarding the Millie McFarland scholarship to support principals’ attendance at the PDS is nearly complete. Ms. Spaw reported that the language was patterned after the Ed Burdick Scholarship for associates. The amount of the scholarship is currently unspecified.
   c. ASLCS committee descriptions – Committee descriptions in the standing orders were compared to those in the Roster to ensure consistency. The Roster committee was changed to a special committee.
   d. Video recording at the PDS – Issues regarding the a host state’s responsibility to pay for video recording at the PDS state dinner were brought to the committee’s attention by Butch Speer (LA) because this responsibility is not covered in the Host State Manual. Ms. Spaw indicated that the Bylaws committee has made 3 proposals for language to include in the Bylaws regarding this issue and they are asking the Executive Committee to choose one of the options.
   e. President elect outreach – Language regarding the responsibilities of the President-elect was discussed by the Bylaws committee. The executive committee deferred discussion to a later meeting due to the absence of the current President-Elect, Susan Furlong (NV) who was not able to attend the Spring Business meeting.
   f. Conflicting language – Ms. Spaw briefly reviewed conflicting language found within the Standing Orders by the committee in their review.

President Humphrey indicated that he plans to have these issues discussed during a conference call to be schedule after the information is received from the Bylaws committee and prior to the Legislative Summit. Patsy Spaw (TX) will be included in the phone call.

2. President Humphrey brought the issue of dues paying former members being allowed to participate in the ASLCS Listserve. Angela Andrews (NCSL) informed that committee that because the listserve is an NCSL product its policies may not allow this participation because former members are not current legislative staff. The committee directed Jeanne Mejeur (NCSL) to get more information form NCSL regarding the options available.

Adjournment On motion of Denise Weeks (NC), seconded by Robert Haney (TX), the meeting was adjourned at 2:50 p.m.

Respectfully submitted,

Susan W. Kannarr (KS), Secretary-Treasurer
New Principal Clerks and Secretaries

ARIZONA

Jim Drake, Chief Clerk, Arizona House of Representatives

While Jim is recently elected to the position of Chief Clerk of the Arizona House of Representatives, his history with the Chamber goes back almost three decades. He began as an undergraduate intern, staffing the Banking and Insurance Committee, in 1988. This was the legislative session in which Arizona impeached its recently elected Governor. He realized immediately that this would be a fascinating place to work. After owning a small business for a number of years and going to law school, he returned to employment at the House as a researcher and staff attorney. In the late 1990s, he began a decade of service to the House as the nonpartisan Rules Attorney, rendering legal opinions and parliamentary advice to the Body. In 2009, he left the House and worked for approximately six years as the Deputy Secretary of State. In December of last year, he accepted a position at the House and was elected Chief Clerk on the first day of the session. He claims to be one of those lucky individuals who loves coming to work and who has a profound respect for the institution. Jim has been married for 25 years (Staci) and they have two wonderful boys (John and Ben, college sophomore and high school junior). He loves all outdoor activities and he fervently bicycles and sails. He has 3 golden retrievers, 5 chickens and about 35,000 honey bees.

CALIFORNIA

Danny Alvarez, Secretary, California Senate

Danny Alvarez was elected Secretary of the Senate on October 15, 2014. Born and raised in Los Angeles. B.A. in Economics, UC Santa Barbara. Master's in Public Policy, University of Michigan. Danny began his legislative career with the Office of the Legislative Analyst in 1986. He served as Deputy Superintendent of External Affairs with the State Department of Education under State Superintendent Delaine Eastin; Special advisor to the Assembly Speaker on education matters; Consultant to the Assembly Ways and Means, Assembly Budget, and Assembly Appropriations Committees; Staff Director of the Senate Budget Committee, 2003-2009; and Staff Director of the Senate Committee on Education, 2010-2014. He is married with three children.

MAINE

Rob Hunt, Clerk, Maine House of Representatives

Rob Hunt is serving his first term as Clerk of the House. He previously served as Assistant Clerk under the guidance of Clerk Millie MacFarland. Before joining the Clerk’s office, Rob served two terms in the House as a Representative. Rob received his BA from Johns Hopkins University and his MA from Teachers College/Columbia University. Prior to serving in the legislature, Rob was a high school Spanish teacher. In his free time, Rob enjoys spending time with his wife and two young children, foraging for wild mushrooms, fishing and brewing beer.
**MAINE**

**Heather Priest, Secretary, Maine Senate**

Heather Priest was elected as Secretary of the Maine State Senate in December 2014. Heather has more than 20 years of experience working with the Maine Legislature. She worked in the House Republican Office for 16 years, serving in many different capacities. In December of 2010 she was elected to serve as Clerk of the Maine House of Representatives. Following the end of the term, she then moved to Chief of Staff in the Senate Republican Office. Her election to the Office of Secretary of the Senate makes her the first woman in Maine's history to serve in both positions of Clerk of the House of Representatives and Secretary of the Senate.

**MICHIGAN**

**Jeffrey Fetzer Cobb, Secretary, Michigan Senate**

Jeff Cobb was elected Secretary of the Senate by the 98th Legislative body of the Michigan Senate in January, 2015. As Secretary of the Senate, Mr. Cobb serves as the Senate’s constitutional and statutory officer for a four year term. His duties include reading in bills, recording votes and serving as a parliamentary adviser; As well as management of the Senate’s Media and Security and attending to the daily needs of each Senate office. Prior to his election, Mr. Cobb worked as Floor Manager for Senate Majority Floor Leader Arlan Meekhof. In this role, his primary responsibility was to ensure the proper planning and implementation of legislative activity taking place each day during session. Jeff graduated Cum Laude in 1996 earning a Bachelor of Science in Political Science and History from Indiana Wesleyan University. Following graduation, he studied at Gordon Conwell Theological Seminary in Massachusetts. The Secretary began his political public service working for Congressman Jim Ryun where he assisted constituents, tracked public opinion and managed district events. In 1999, he was hired as Campaign Manager to State Senator Gerald Van Woerkom and continued his service to the Senator as Chief of Staff. In this position, Mr. Cobb was charged with necessary research and drafting of legislation, media strategy, office budgets/personnel and district fundraisers. Mr. Cobb is a Co-Chair of the Michigan State Capitol Commission; Board president of the Great Lakes Cyber Academy and an honorary member of the Board of Directors for Michigan's Youth in Government Program. Raised in Kentwood, Michigan, Secretary Cobb now resides in Lansing with his wife Erin, a Nurse Practitioner with Sparrow Health System and their one year old son, Kaelan. The Cobb’s are looking forward to the arrival of their second child in August 2015.
Adriane Crouse, Secretary, Missouri State Senate

Adriane was elected by the Senate on January 7, 2015. Prior to that, she was the Assistant Director of Senate Research, having spent the previous ten legislative sessions as an attorney staffing committees and drafting bills. The areas she covered were social services, health, mental health, elders, juvenile and domestic law. Prior to Adriane’s Senate service, she worked for the Missouri Attorney General’s office as an Assistant Attorney General in the Criminal Division. During her five years there, she argued before the Missouri Supreme Court on ten occasions and handled six capital murder cases. She is originally from the state of California, having moved to Missouri in 1989. She graduated from Webster University with a degree in History, Politics and Law and from St. Louis University with a Juris Doctorate degree. She lives with her husband Brian in Jefferson City and they have two children, Edward age 19 and Christian age 14. Adriane loves the Senate!

Claire Clift, Secretary, Nevada Senate

Claire Clift returned to serve as Secretary of the Nevada Senate in November, 2014. Previously, she served as the Senate’s Secretary for more than a decade. As the Senate’s chief administrative officer, Ms. Clift is the house parliamentarian and advisor to Senators, the Lieutenant Governor and others regarding legislative rules and procedures as well as overseeing and managing all administrative matters relative to the functioning of the Senate during regular and special sessions. She began her service with the Senate during the 1987 Legislative Session as a staff member to the Committee on Natural Resources and as a personal assistant to two state Senators and worked during the 1989 Session in the same capacity. She returned to the Senate, full time, in 1997, as one of the Senate’s respected Chamber staff until her appointment as Secretary in 2000. She served as a commissioner for the national legislative parliamentary authority, the Mason’s Manual Commission, and was a member and executive officer of the American Society of Legislative Clerks and Secretaries. As a fifth-generation, native Nevadan, Ms. Clift volunteers her time with community organizations and ventures. She has been a member and vice chair of the Carson River Advisory Committee, a tutor for the Carson City Literacy Volunteers and continues to be a member of the Dayton Township Kiwanis. Whenever free time is available, she and her husband, Jim, spend time traveling throughout rural Nevada and Death Valley, when not too hot!

Paul C. Smith, Clerk, New Hampshire House of Representatives

Paul C. Smith was elected the 56th Clerk of the New Hampshire House of Representatives on December 3, 2014. He served as a State Representative from 2002-2005, as a legislative aide from 2005-2011, and as the Assistant Clerk from 2011 until his election. He has been a member of ASLCS since 2011 and is serving his second year as Chair of the Professional Journal. Paul formerly served as a District Executive for the Boy Scouts of America. Paul is a 2003 graduate of Norwich University in Vermont; is an active Freemason (having lectured in several states and Canada); is a high school football official; sings in his church choir; is a docent at his local Boy Scout museum; and since
April, 2015 has been married to Jennifer. Paul spent a month in England in 2009 as a Rotary International Exchange participant where he fulfilled a major dream of attending Prime Minister’s Questions in Parliament. His hobbies include golf, cooking, music, and enjoying New Hampshire’s natural resources.

NEW MEXICO

Denise Romanas, Chief Clerk, New Mexico House of Representatives

For the first time in 30 years the New Mexico House of Representatives has a new Chief Clerk. Denise Greenlaw Ramonas has spent a significant amount of her career working in the United States Senate in various capacities including as a Legislative Director, General Counsel, Senate Budget Committee and Assistant Secretary for the Majority. Denise worked for two Majority Leaders and one Committee Chairman. She has a strong policy background with expertise in the tax and appropriations processes. She has drafted and helped craft hundreds of pieces of legislation including a complex securities litigation reform bill that became law when the Congress overrode a Presidential veto. For several years Denise was named one of Roll Call’s Fabulous 50—Congressional staff recognized as having (a) mastery of procedure and policy; (b) influence to set agendas, negotiate compromises, craft legislation and advise members; (c) excellent communications skills to help set the tone and frame the debate; and (d) access to attend meetings when decisions are made. (Roll Call is an influential Capitol Hill newspaper). Denise spent ten years a chief of staff to the CEO of a diversified, privately owned company where she gained a small business perspective in areas as diverse as fine art, ranching, banking and real estate development. When the Republicans took over the New Mexico House for the first time in 64 years, the new leadership asked Denise to come out of retirement to serve as chief clerk. She is glad to be back counting votes, but misses counting the 14 islands she can see from her patio in the U.S. Virgin Islands.

OREGON

Lori L. Brocker, Secretary, Oregon Senate

Lori L. Brocker was elected in September, 2014 to be the Secretary of the Oregon Senate. Ms. Brocker most recently served as the committee administrator for numerous Senate committees: Consumer Protection and Public Affairs (2009 and 2010); Redistricting, Veterans and Military Affairs (2011); and Rules (2013). Prior to her legislative experience, Ms. Brocker worked as general counsel and director of government affairs for a statewide association. She has also been a practicing attorney for a firm in Portland, specializing in media and constitutional law. Before becoming an attorney, Ms. Brocker was a Lutheran pastor in Brooklyn, NY, and prior to that position, she was a flight attendant flying internationally for Northwest Airlines. Ms. Brocker and her family love to travel the world when they have the opportunity, with sabbaticals in recent years to multiple countries on five continents. They also spend whatever time they can exploring the delights of their home state and love to share the splendors of Oregon with friends both near and far.
Oregon

Timothy G. Sekerak, Chief Clerk, Oregon House of Representatives

Timothy Sekerak was appointed Oregon’s 34th Chief Clerk of the House in October 2014, and was confirmed by vote of the body in January 2015. Prior to this position he worked for 20 years in Olympia, Washington working in and around the Washington state legislature. He has been employed as an advocate, a member’s Legislative Assistant, a political caucus policy adviser and legislative drafter, the legislative coordinator for a state agency, and most recently 14 years as Chief Counsel to the Washington House of Representatives. A graduate of: South Salem High School, Willamette University, and Willamette University College of Law. Tim has a daughter who is currently in college in Virginia, and a son in high school.

South Dakota

Kay “Boots” Johnson, Secretary, South Dakota Senate

Kay "Boots" Johnson was elected Secretary of the South Dakota Senate in January, 2015 after previously serving two years as Journal Clerk and one year as a Committee Secretary. Before retirement, Kay was employed for 32 years as the Member/Membership Services Director of the South Dakota Retailers Association which is a 3700-member statewide business organization that serves as the "voice" of retailers in the legislative and regulatory process. Kay is a graduate of the University of South Dakota with a BS in Business Education. It was at USD that Kay was "tagged" with the nickname "Boots" which originated from her maiden name-Bootsma. Kay’s hobbies include reading, walking, playing bridge and spending time with her grandson.

West Virginia

Clark Barnes, Clerk, West Virginia Senate

Born August 6, 1950 in Portsmouth, Virginia, Clark spent his childhood years as the son of a Baptist minister in Greenville, SC, New Market, VA, and Clarksburg, WV. Graduating from Paden City High School in West Virginia his education continued at Davis & Elkins College (AAS), West Virginia University (BA) and Pensacola Christian College (MA). Clark was called to service in 1973 and spent three years with the U.S. Army Corps of Engineers at Fort Belvoir, VA and the Engineer Command in Heidelberg, Germany. Clark spent most of his career as a businessman founding several companies including construction and development as well as a chain of Audiology & Hearing Centers in Virginia and West Virginia. He is currently President of the West Virginia Hearing Society and past Director of the National Board for Certification in Hearing Instrument Science. As the father of four children, Clark spent 25 years coaching or directing youth soccer programs including eight years as the head coach at Elkins High School (AAA) in Elkins, West Virginia. Elected to the West Virginia Senate in the Fall of 2004, Clark served the largest geographical Senate District east of the Mississippi River for 10 years. During this
West Virginia

Steve Harrison, Clerk, West Virginia House of Delegates

Steve Harrison was elected 23rd Clerk of the West Virginia House of Delegates on January 14, 2015. Steve served as a Delegate and State Senator for a total of 14 years, following his election to the House in 1992 through 2006 when he did not seek reelection to the Senate. After 24 years in banking, Steve resigned his position as Vice President of a community bank in order to become Clerk of the House. He graduated in 1990 with a triple concentration of Economics, Political Science and Organizational Behavior & Management from Brown University, where he was also selected GTE District 1 Academic All-American in football. Steve and his wife, Kristen, have 4-year old twins, Trey and Maggie.

Wyoming

Ellen Thompson, Clerk, Wyoming Senate

Wyoming’s State Senate welcomed a new Chief Clerk, Ellen Thompson, after Diana Williamson elected to step down from the position upon completion of the 2014 Budget Session. Ellen, the former Assistant Chief Clerk, was appointed to the position by Senate Leadership in May 2014. Ellen has been working in the Wyoming Legislature since January 2011. She began as Minority Secretary and back-up to the Floor Computer Clerk. The following year she was commended to Assistant Chief Clerk and worked beside Diana for the next three years. She now leads a team of 28 session staff members, is expanding her knowledge of the countless Senate rules, protocols and procedures, and has recently completed her first General Session as Chief Clerk. Since the session ended, Ellen has been actively involved in the Wyoming State Capitol renovation project. The building will undergo a major renovation, at a cost of nearly $300 million, which will necessitate its vacancy for the next 2-3 years. Relocating the legislative body this summer, the Wyoming Legislature will be meeting in temporary quarters for the next few sessions. Prior to joining the Wyoming Senate, Ellen had a career in the telecommunications industry for almost 32 years. She held numerous management positions in Engineering, Human Resources, Rates and Tariffs, and Business & Government Services departments. She has a BS Degree from Regis University in Business Administration with a minor in Management Information Systems. She is a native of Cheyenne and she and her husband, BJ, have two adult children and 4 grandchildren. When family or work don’t have her busy, she enjoys cooking, genealogy, gardening, hunting antiques, and volunteering.
Call to Order The meeting was called to order by Patsy Spaw (TX), Chair.

Attendance The following members of the committee were present: Patsy Spaw (TX), Chair, Butch Speer (LA), G. Paul Nardo (VA), Tara Perkinson (VA)

Other members/guests in attendance included Angela Andrews (NCSL).

Approval of Minutes Upon a motion by Tara Perkinson (VA), the minutes of the last meeting held October 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved without objection.

Old Business Patsy Spaw, (TX), Chair, presented a new comprehensive draft of the technical changes to the Standing Orders. She also presented new language on ASLCS committees, the MacFarland Scholarship, video recordings, and the responsibilities of the President-elect. The new documents had been emailed to committee members prior to the spring meeting for review. The committee discussed the documents and authorized the chair to present the documents to the Executive Committee for review and approval.

The committee discussed areas of the Standing Orders that conflict with each other and the need for clarification. Patsy Spaw will seek direction from the Executive Committee on how the Bylaws Committee should address the conflicts.

New Business No new business was considered.

Adjournment Without objection, the meeting was adjourned.

Respectfully submitted,
Patsy Spaw (TX), Chair
Call to Order  The meeting of the Canadian-American Relations Committee was called to order by Ann Cornwell, AR, Vice-Chair, Canadian-American Relations Committee.

Attendance  The following members of the committee were present: Ann Cornwell (AR), Vice-Chair, Dave Avant (AL), Pat Harris (AL), Joyce Wright (AL), Jennifer Novak (ID), Donna Holiday (KY), Butch Speer (LA), Yolanda Dixon (LA), Andrew Ketchings (MS), Alan Whittington (TN), Patsy Spaw (TX)

Other members/guests in attendance included: Brad Young (OH)

Approval of Minutes  Upon a motion by Butch Speer, seconded by Patsy Spaw, the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

Old Business  No Old Business

New Business  Brad Young announced that Ohio will host the fall Canadian American Meeting. Brad will be getting with the Canadians and Steve Marshall to work out the best date for the meeting. It was noted by Pat Harris that usually the meetings last 4 days. Ideas and planning for the program will be worked on by a subcommittee consisting of Butch Speer, Yolanda Dixon, Susan Schaar and Debbie Deller. Members please e-mail Steve, Brad or the subcommittee if you have any suggestions for the program. Brad had some great ideas for the social activities that he will be working on.

Adjournment  Upon a motion by Yolanda Dixon, seconded by Pat Harris, the meeting was adjourned.

Respectfully submitted,
Ann Cornwell, AR, Vice-Chair
Call to Order  The meeting of the Inside the Legislative Process Committee was called to order by Bernadette McNulty, (CA) on behalf of Norma Chastain (AZ), Chair.

Attendance  The following members of the committee were present: Bernadette McNulty (CA) and John “Jay” Pearson (VA)

Other members/guests in attendance included Brenda Erickson (NCSL).

Approval of Minutes  The minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were deferred.

New Business  1) The final topic agreed upon for the 2015 ILP Survey is disciplinary processes. Brenda Erickson (NCSL) will email a draft of the 2015 survey to all ILP members for review before distribution to the principals.
2) Brenda is going to update the web site to refresh its look and user interface.
3) An additional survey topic on House Rules processes was offered to be considered and approved by the ILP committee.
4) In addition to the large surveys, the idea of small topic updates being done via phone call rather than a survey was offered.

Respectfully submitted,
Bernadette McNulty (CA)
ILP committee member
Call to Order The meeting of the International Communication and Development Committee was called to order by Ann Cornwell, AR, member, International Communication and Development Committee.

Attendance The following members of the committee were present: Crystaline Jones (AK), Dave Avant (AL), Pat Harris (AL), Ann Cornwell (AR), Susan Kannarr (KS), Butch Speer (LA), Yolanda Dixon (LA), Andrew Ketchings (MS), Patsy Spaw (TX), G. Paul Nardo (VA)

Other members/guests in attendance included Clark Barnes (WV) and Ann Krekelberg (AK)

Approval of Minutes Upon a motion by Susan Kannarr, seconded by Dave Avant, the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

Old Business The International Directory is in the process of being put together.

New Business In the discussion for concurrent session the following suggestions were made
(1) Ask African National to specifically participate and be more involved.
(2) With the difficulty of communicating possibly try and have interpreters assist in the program.
(3) Have the concurrent session more of a round table and less formal setting with discussion of both United States and International Countries government culture.
(4) Possibly have a small head table consisting of the Chair, International Communication and Development Committee and a representative from one of the International Countries to moderate the meeting. Also suggested that we have several Spanish speakers if ANOMAC is involved.
(5) At the International Reception in Baton Rouge, LA., they combined the reception with the general reception. The committee suggested doing a separate reception in Raleigh, NC, if there is not an opening reception planned. Our understanding at this time is that Raleigh, NC will have an opening reception.

Adjournment Upon a motion by Pat Harris, seconded by Yolanda Dixon, the meeting was adjourned.

Respectfully submitted,
Ann Cornwell, AR
Call to Order  The meeting of the Legislative Administrator Committee was called to order by Joyce Wright (AL), Chair.

Attendance  The following members of the committee were present: Joyce Wright (AL), Chair, Donna Holiday (KY), Bernadette McNulty (CA), Denise Weeks (NC).

Other members/guests in attendance: Brenda Erickson (NCSL)

Approval of Minutes  A motion was made and seconded to approve the minutes from the Fall PDS in Baton Rouge. The motion carried.

New Business  Discussion focused on the content to be included in the summer issue. This issue will feature the newly elected/appointed Principals displaying a picture of each with a short bio. The issue will also dedicate a page to tell about the upcoming Fall PDS in Raleigh, NC. We will continue to feature the States at a Glance Section and the Ask Mr. Mason feature.

A timeline was discussed regarding the creating, proofing and mailing of the issue. It was determined that June 8 was to be the date to shoot for in getting all items in for inclusion.

The cost of the postage to mail out the issues was also discussed. The committee was in agreement instead of mailing the issues individually to each person, that the issues should be mailed in bulk to the Principal in each Chamber with a distribution list of the ASLCS associate members who should receive an issue. This should cut down on the postage cost and also cut down on lost issues in the mail.

Adjournment  Upon a motion by Denise Weeks and Seconded by Bernadette McNulty, the meeting was adjourned.

Respectfully submitted, Joyce Wright (AL), Chair
Call to Order  The meeting of the Membership and Communication Committee was called to order by Jennifer Novak, ID, Vice-Chair.

Attendance  The following members of the committee were present: Jennifer Novak (ID), Vice-Chair, Bonnie Alexander (ID), Megan Consedine (PA), Lee Cassis (WV)

Other members/guests in attendance: President Russell Humphrey (TN), Angela Andrews (NCSL).

Approval of Minutes  Upon a motion by Bonnie Alexander, seconded by Megan Consedine, the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

Old Business  Discussion of the Ice Breaker- Bingo: It was interesting, however, the members present felt that it was not very interactive and suggested something more along the lines of Minute it to Win it- which created participation and was fun for everyone in attendance.

Pin Contest: Keep it simple- only count pins- one for each state.

New Business  Room set-up: We need a bigger room that will facilitate movement and interaction amongst the sponsors and new attendees.

Friendship Breakfast Tables: Continue for PDS in Raleigh

Pairing: Bonnie Alexander (ID), suggested pairing up individuals when they arrive and check-in, however, Angela Andrews (NCSL), stated this process may create more work for individuals checking in attendees. It was decided that this could be discussed further during the summer meeting.

This year the break-out sessions will be scheduled earlier in the week, which will help the new attendees to develop relationships with others/sponsors.

Adjournment  Upon a motion by Lee Cassis (WV), seconded by Bonnie Alexander (ID), the meeting was adjourned.

Respectfully submitted,
Jennifer Novak (ID), Vice-Chairman
Call to Order  Ann Krekelberg, Co-Vice Chair, called the meeting to order.

Attendance  The following committee members were present: Ann Krekelberg (AK), Co-Vice Chair, Bernadette McNulty (CA), and Bonnie Alexander (ID). Russell Humphrey (TN), President, American Society of Legislative Clerks and Secretaries (ASLCS) visited for a few minutes.

Old Business  A teleconference had been called by Chair Paul Smith in April at which details of the 20th Anniversary issue were discussed.

In the absence of a quorum for this meeting, the discussion centered around how to make the Professional Journal (PJ) a more wonderful publication. Inserting pictures of the article authors as provided for in the ASLCS Standing Orders was supported by those present. The Order states: "It is desirable to print photos of all contributors."

Going paperless and the concept of being able to download Journal articles onto one's tablet for convenience was again discussed. Information for authors was reviewed.

New Business  Those present brainstormed about how to get more good articles. Bernadette McNulty had previously suggested asking international members to answer a template-type questionnaire that could be worked up into an article by a Professional Journal committee member and volunteered to assemble up to five questions. The details of when and how the international members would actually get and answer the questionnaire weren't resolved at this time.

Ann Krekelberg remarked that she wanted to contact Canadian members who had actually written academic papers to explore the possibility of reviewing those for appropriate PJ content.

Bonnie Alexander came up with the idea of soliciting articles from political science academic institutions around the country, which would allow the committee members to focus on editorial review in the spirit of finding the best 10, 15, or 20 articles a year and printing five of them. This concept was met with enthusiasm and everyone said they would pursue their contacts and bring several articles to the next meeting to get the ball rolling.

Adjournment  There being no further business, Co-Vice Chair Krekelberg adjourned the meeting at 12:10 p.m.

Respectfully submitted,
Ann Krekelberg (AK)
Co-Vice Chair
Call to Order  The meeting was called to order by Susan W. Kannarr, (KS).

Attendance  The following members of the committee were present:  Jay Pearson (VA), Russell Humphrey (TN), Clark Barnes (WV), Lee Cassis (WV), Megan Consedine (PA), Crystaline Jones (AK), Maryann Horch (VA), Tara Perkinson (VA), Denise Weeks (NC), Paul Nardo (VA).  Other members/guests in attendance included Jeanne Mejeur, NCSL, Diane Bell, IRC, and Debbie Ward, IRC.

Approval of Minutes  Upon a motion by Denise Weeks (NC), seconded by Maryann Horch (VA), the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

New Business  President Humphrey (TN) addressed the committee on the work that needs to be accomplished for the Fall PDS in Raleigh.  He mentioned the Program Committee is working on 3 concurrent session ideas and 2 plenary sessions. He thanked Susan Kannarr (KS) for her willingness to preside over this meeting.  (Vice-Chairs Cathy Hooe (VA) and Jamie Kruse (NE) were unable to attend.)  Chair Kannarr (KS) opened the discussion up for ideas on sessions for the fall professional development seminar (PDS) in Raleigh.

Tara Perkinson (VA) suggested Mike Collins from North Carolina for one of the plenary sessions in Raleigh.  Mike Collins spoke at NCSL a couple of years ago on practical tips and suggestions to increase effectiveness in the workplace.  Jay Pearson (VA) mentioned the Support Staff ideas for their two sponsored concurrent sessions.  One idea that was well received was how different states present “How a Bill Becomes a Law”.  Another well-received idea was how to hire good session staff.  These and further ideas will be shared with the whole Support Staff Committee before making their final selections for the fall pds.  Tara Perkinson (VA) also suggested proofreading hints/tips as a possible session.  It is always helpful to see and learn new proofreading tips from other legislative staff.  Megan Consedine (PA) talked about a session on dealing with difficult staff/members.  How do people deal with difficult situations? She also mentioned a possible session on “verbal judo” how to verbally diffuse difficult situations.  Paul Nardo (VA) mentioned the idea of new member orientation.  How does each state train their legislative body to be effective legislators?

Per several survey suggestions, it was recommended to have the staff breakout sessions at the start of the fall meeting.  Denise Weeks (NC) mentioned there would be space in the Capitol for sessions and Jeanne Mejeur confirmed staff breakouts are scheduled for Monday, the beginning of the fall meeting.

Wrapping up the meeting, President Humphrey (TN) thanked everyone for the great discussion and looked forward to working to make it a successful PDS in Raleigh.

Adjournment  Upon a motion by Denise Weeks (NC), seconded by Megan Consedine (PA), the meeting was adjourned.

Respectfully submitted,

Jay Pearson, (VA)
The Roster Committee did not meet at the Spring Meeting in Clearwater, Florida.
Call to Order  The meeting was called to order by Brad Young (OH), Chair.

Attendance  The following members of the committee were present: Brad Young (OH), Chair, Ann Cornwell (AR), Vice-Chair, Dave Avant (AL), Pat Harris (AL), Joyce Wright (AL), Jennifer Novak (ID), Susan Kannarr (KS), Donna Holiday (KY), Yolanda Dixon (LA), Andrew Ketchings (MS), Megan Totino Consedine (PA). Other members/guests in attendance included Russell Humphrey (TN) ASLCS President, Crys Jones (AK), Ann Krekelberg (AK), Bonnie Alexander (ID), Denise Weeks (NC), Alan Whittington (TN), Maryann Horch (VA), Clark Barnes (WV), and Lee Cassis (WV).

Approval of Minutes  Upon a motion by Ann Cornwell (AR), seconded by Susan Kannarr (KS), the minutes of the last meeting held on Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

Old Business  Denise Weeks (NC) provided the committee with an overview of the 2015 Professional Development Seminar, which will be held September 20-25, 2015 in Raleigh, North Carolina. Programming is still being finalized, and social events will be themed around what is unique to North Carolina. The weather should still be warm and hopefully not too humid.

New Business  Jennifer Novak (ID) and Bonnie Alexander (ID) delivered a presentation to the committee recommending that Boise, Idaho, be the host site for the 2016 Professional Development Seminar. While there will not be any restrictions on fundraising, Idaho will still likely serve as a hybrid host state. The suggested hotel was recently renovated, is within walking distance of the capitol building, and provides free airport transportation. Boise is known for its Indian summers, which will be conducive to outdoor events; Sun Valley and other popular destinations are within a short drive, as well. Boise is also home to a significant Basque population, which lends itself to excellent cultural and dining opportunities.

Upon completion of the presentation, there was a question and answer session. Pat Harris (AL) then moved, Ann Cornwell (AR) seconded, and the Site Selection Committee unanimously voted to recommend to the ASLCS Executive Committee that Boise, Idaho, be selected as the site of the 2016 Professional Development Seminar.

Adjournment  Upon a motion by Pat Harris (AL), seconded by Susan Kannarr (KS), the meeting was adjourned.

Respectfully submitted, Brad Young (OH), Chair
Call to Order The meeting was called to order by Jay Pearson, VA, Chair.

Attendance The following members of the committee were present: Jay Pearson (VA), Chair, Maryann Horch (VA), Alan Whittington (TN), Tara Perkinson (VA).

Other members/guests in attendance included Jeanne Mejeur, NCSL, Diane Bell, IRC, and Debbie Ward, IRC.

Approval of Minutes Upon a motion by Alan Whittington (TN), seconded by Maryann Horch (VA), the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

Old Business Chair Pearson (VA) restated the success of the Associate Exchange Program. The 4 selected participants were Leslie A. Awtrey from Arizona to North Carolina; Lisa Davis from Mississippi to North Carolina; Brad Metcalf from Kentucky to Montana; and Jan Waldrop from Virginia to Wisconsin.

New Business The committee discussed ideas for possible concurrent sessions for the fall professional development seminar to be held in Raleigh, NC. Chair Pearson reminded the committee they were to submit at least 2 concurrent session ideas. Among some of the popular topics included:

1. Teaching the Process
   With “Schoolhouse Rock” in the history books, what tips tricks, tools, and technology does your chamber use to educate members, constituents, the general public, and the next generation on how a bill becomes a law?

2. Interim? “So what do you do when we’re not here?”
   How many times have you gotten this question from a member or someone on a member’s personal staff? In this session, find out how your peers in other chambers answer this question and you will have the opportunity to share what you’re doing during the interim.

3. “Hiring Part-time Employees in a Full-time World”
   One of the major challenges of working in the legislative environment is finding highly qualified employees who are willing to work on a part-time basis. In most cases, your “best and brightest” applicants only want full-time employment and if they are willing to accept part-time employment, they will more than likely find full-time employment elsewhere by the time you will need them again. In this session, hear some ways in which your peers are finding qualified part-time staffers and keep them coming back year after year.

Other ideas discussed included:

How do you balance deadlines and long hours?
Technology and the Legislative Process: Where are we, and where are we headed?
Is Technology good for your process? Should or shouldn’t we?

Chair Pearson was interested in seeing how other states hire their session staff. Alan Whittington (TN) mentioned they have an intern director for the House and Senate who works on their intern program. They have 6 or 7 universities that participate. The intern director provides the interns with a week of training. Alan also mentioned it would be interesting to see how the different offices are organized for session and how many staff are hired for session.

Tara Perkinson (VA) mentioned the topic of “Interim- What (work) do you do?” was interesting and may not have been covered before, so that could be a good topic to have.

Chair Pearson asked the committee if they had any ideas on a “Theme” for the Legislative Expo. Two years ago the theme was “Navigate the Rough Seas” and last year it was “Lessons Learned”. Please email any suggestions to him. Tara suggested it might be nice to have a table near the registration area for handouts that people bring and have on display at the Expo. Jeanne Mejeur (NCSL) informed the group that they are planning to have that this year as well as any handouts from the plenary and concurrent sessions.

Chair Pearson discussed the committee is also responsible for the staff breakouts and are looking for moderators. Tara recommended once the moderators were identified, it would be helpful if they came up with a few topic ideas to discuss during their breakouts. Jeanne mentioned that the surveys recommended having the staff breakouts earlier in the week and the current plan is to have them on Monday.

It was also mentioned that Chair Pearson would email the meeting information to the committee members to get their feedback since many of them were not able to attend.

Adjournment Upon a motion by Tara Perkinson (VA), seconded by Alan Whittington (TN), the meeting was adjourned.

Respectfully submitted,
Maryann Horch, VA
Call to Order  The meeting was called to order by Denise Weeks (NC).

Attendance  The following members of the committee were present: Crystaline Jones (AK), Denise Weeks (NC), Alan Whittington (TN), Maryann Horch (VA). Other members/guests in attendance included Russell Humphrey (TN), ASLCS President and Ann Krekelberg (AK).

Approval of Minutes  Upon a motion by Alan Whittington (TN), seconded by Crys Jones (AK), the minutes of the last meeting held Oct. 9, 2014, during the 2014 ASLCS Professional Development Seminar in Baton Rouge, Louisiana, were approved.

New Business  Denise Weeks (NC) asked the committee for ideas that the technology committee could sponsor for the fall professional development seminar to be held in Raleigh, NC. Creating Efficiencies was a popular idea, which would allow a variety of topics and several states to be able to participate, and Russell Humphrey (TN) suggested the Constituent Management Program they are working on in Tennessee.

Crys Jones (AK) expressed her interest in trying to get the Roster online. Since it is such a large project, this might help the next group not have to start from scratch. She also felt that this would help create some efficiency and help eliminate duplication, as it seems several people are keying in the same information for different purposes. (ASLCS Treasurer and ASLCS Roster work closely together – maybe they can share a document.) Maryann Horch (VA) mentioned the possibility of using Google Docs or Dropbox for this document. Russell Humphrey (TN) said he would bring this suggestion up to the Executive Committee.

It was recommended at the next meeting a new Facebook administrator be nominated to replace Tim Taycher (NV).

The committee also recommended touching base with the E-Learning workgroup charged with updating the standards for video specifications- to keep up with current technologies. Members of this workgroup include: Vice-Chair Joy Engelby (MO), James Goulding (OR), Amy Leach (CA), and Emily White (MO).

Maryann Horch will email the meeting minutes to the committee Chair and Vice Chairs so they can share it with the committee members to get their feedback, as many of them were not able to attend.

There being no further business, the meeting was adjourned.

Respectfully submitted, Maryann Horch, VA
Ask Mr. Mason......

Any reference to Mason’s Manual of Legislative Procedure is to the 2010 edition

Dear Mr. Mason,
In our Chamber, we do not read the previous day’s journal. Instead, we make a motion at the end of the legislative week stating the journals for each day will be approved as corrected by the minute clerk. This motion is always approved by unanimous consent.

Are we in line with proper procedure?

s/Minute by minute

Dear Minute by minute,
According to Mason’s Manual of Legislative Procedure section 2, your chamber has an inherent right to regulate its own procedure. If you look further at section 699-2, it states the more usual manner of correcting the journals is to move at intervals that journals of certain days be approved as corrected....by the journal clerk or other officer charged with that duty.

So I would say you are in line with proper procedure.

s/Mr. Mason

________________________

Dear Mr. Mason,
Our finance committee is meeting and members are right in the middle of an important discussion. The bells ring indicating it is time for the floor session to convene. Can the finance committee members just continue their meeting and be excused from a call of the house?

s/Ring my Bell

Dear Bell,
When the House goes into session, it is the committee’s duty to stop its meeting and attend the floor session. Mason’s Manual of Legislative Procedure states that committees, with the exception of conference committees, may not meet during sessions of the house without express consent of the house. For more information, see Mason’s Manual section 628.

s/Mr. Mason

Send your parliamentary inquiries to AskMrMason@ncsl.org. The inquiries that are chosen for response will be featured in an “Ask Mr. Mason” column in a future edition of the Legislative Administrator. This advice column can only be successful with your help. The Mason’s Manual Commission would appreciate your inquiries and will do its best to answer them in a manner that would make Mr. Mason proud.

Are You a Mason’s Manual Scholar?

Find out!

Take the Mason’s Challenge Quiz

www.MasonsChallenge.com
See You in Raleigh!!

ASLCS 2015
Professional Development Seminar
Sept. 20-25, 2015
Raleigh, North Carolina

Plenary Programs:
- Opening Plenary: I Didn’t Sign Up for This - Dealing with Change in the Workplace
  Speaker: Mike Collins, The Perfect Workday Company
- Closing Plenary: Program to be announced.

Concurrent sessions:
- Training Programs for New Legislators
- The art of Verbal Judo
- Efficient Technology: Livestreaming & Broadcasting
- International Parliamentary Procedures
- Mason’s Manual Commission
- Hiring Good Session Staff
- Welcoming Guests and the Public to the Capitol
- History and Operations of ASLCS

Breakouts
- Principal Clerks & Secretaries
- Assistant Clerks & Secretaries
- Legislative Operations: Journal & Calendar
- Legislative Operations: Enrolling, Engrossing and Bill Status
- Support Staff

Committee Meetings
- 12 Standing Committees
- Special Committees
- 2020 Mason’s Manual Commission

Other Events:
- ASLCS Business Meeting
- President’s Reception
- State Dinner
- Community Service Project
- North Carolina BBQ Cook-off
- Jazz Reception at the City Club Raleigh
- Orientation for New ASLCS Members
- Legislative Expo
- New Attendee Orientation

Special thanks to Denise Weeks, Principal Clerk of the North Carolina General Assembly, and her staff, for hosting the meeting, and to Denise, ASLCS President Russell Humphrey of Tennessee, Cathy Hooe of Virginia and Jamie Kruse of Nebraska for planning the agenda.
The Arkansas Senate Honors Ann Cornwell for her 35 Years of Service

SENATE RESOLUTION
TO RECOGNIZE AND HONOR ANN CORNWELL FOR HER THIRTY-FIVE YEARS OF SERVICE AS A STAFF MEMBER, DIRECTOR, AND SECRETARY OF THE ARKANSAS STATE SENATE.

Subtitle
TO RECOGNIZE AND HONOR ANN CORNWELL FOR HER THIRTY-FIVE YEARS OF SERVICE AS A STAFF MEMBER, DIRECTOR, AND SECRETARY OF THE ARKANSAS STATE SENATE.

WHEREAS, Ann Cornwell has been a valued employee of the Senate since the Seventy-Third General Assembly in 1981; and

WHEREAS, members of the Senate respect and value the plethora of legislative experience and knowledge of Ann Cornwell, the Director and Secretary of the Senate; and

WHEREAS, Director Cornwell began working as the Senate’s journal clerk during the 1981 regular session until she became the Assistant Secretary of the Senate during the 1991 regular session; and

WHEREAS, Director Cornwell served as the Assistant Secretary and Fiscal Officer of the Senate during the 1993 regular session, as the full-time Secretary and Fiscal Officer of the Senate during the 1995 regular session, and as the Secretary of the Senate and Coordinator of Legislative Services during the 2007 regular session; and
WHEREAS, Director Cornwell has been serving as the Director and Secretary of the Senate since the 2009 regular session and she is the first female to serve the Senate as its director and secretary; and

WHEREAS, the many legislative services provided by the members of the Senate staff under the leadership of Ann Cornwell play a vital role in the daily functions of the Senate; and

WHEREAS, the members of the Senate and all of those who have worked alongside Director Cornwell acknowledge and appreciate her hard work and dedication that enable the Senate to function efficiently; and

WHEREAS, Director Cornwell has served during the terms of many distinguished Governors, including Governor Frank White, President Bill Clinton, Governor Jim Guy Tucker, Governor Mike Huckabee, and Governor Asa Hutchinson; and

WHEREAS, Director Cornwell has served the Senate with many notable Lieutenant Governors, including Lieutenant Governor Winston Bryant, Lieutenant Governor Winthrop Paul Rockefeller, Lieutenant Governor Bill Halter, Lieutenant Governor Mark Darr, and Lieutenant Governor Tim Griffin; and

WHEREAS, Director Cornwell has served many influential former state senators, including Governor Mike Beebe, United States Representative Mike Ross, United States Representative Vic Snyder, and State Republican Party Chairman Doyle Webb; and

WHEREAS, during Director Cornwell’s 35 years of service as a member of the Senate staff and Director of the Senate, she has willingly and patiently served members of the Senate with a calm and professional demeanor that reflects admirably upon the Senate and brings stability to the chamber; and

WHEREAS, Director Cornwell’s kind and effective management of Senate staff has won her great admiration and respect by both permanent and session staff privileged to work under her guidance, many of whom look forward to returning every session because they "love working for Ann"; and

WHEREAS, the members of the Senate recognize and honor the 35 years of exemplary service of Director Cornwell,

NOW THEREFORE,
BE IT RESOLVED BY THE SENATE OF THE NINETIETH GENERAL ASSEMBLY OF THE STATE OF ARKANSAS:

THAT the Senate of the Ninetieth General Assembly recognizes and honors Director Cornwell’s 35 years of exemplary service to the Senate, her hard work and dedication, her professionalism and kindness, and her daily efforts to maintain the functions and procedures of the Senate.

BE IT FURTHER RESOLVED THAT upon adoption of this resolution, an appropriate copy be provided to Ann Cornwell, Director and Secretary of the Senate.

03-23-2015 13:33:58 DLP279
The Senate and House Chambers get a Face Lift
In the Commonwealth of Kentucky

Submitted by Jean Burgin, Chief Clerk
Kentucky House of Representatives

The House and Senate have undergone major renovations in each Chamber in the Commonwealth of Kentucky. Dismantling began in both Chambers the week after the 2015 Session finished on March 25th.

Upgrades are being made to the House IRC voting system, which was last done in the very early 1980’s. The House system was at a point where repairs could not be made to failed modules of the current voting system because the parts are no longer made. It was now at the point where there was no choice but to do the upgrades and so, thankfully, the agency budget was friendlier than it has been in the past to making the needed upgrades. Both Chambers have been physically totally gutted. New wiring has been installed to replace the wiring that was not efficient for the updated technology. New carpet has been installed and the desks that are original to both Chambers have been restored to their original state with new stain and the replacement of any trim that has been damaged or gone missing through time. The roll-top desks are made of Honduras mahogany with brass trim and feet which are now 105 years old. There will also be a new state of the art sound system installed in both Chambers.
Clerk of the Vermont House, Don Milne, retires and passes the baton onto Bill MaGill

STORY AND PHOTO BY ELIZABETH HEWITT/VTDIGGER

Clerk of the House of Representatives Don Milne resigned Saturday after more than half a century of work in the Statehouse.

Bill MaGill, who currently serves as first assistant clerk, was elected to assume Milne’s position. The House accepted Milne’s resignation, effective Oct. 31, on the final day of the 2015 legislative session. He has served in the post since 1993.

Lawmakers and onlookers greeted Milne’s retirement with a standing ovation. Milne joked later that during the minute and half of applause he kept thinking, “Sit down” — perhaps an unsurprising reaction given that as the clerk, he is tasked with knowing and enforcing the rules of the chamber.

Shortly after returning to his home state after completing law school in New York, Milne started working in the Statehouse in 1961 as the second assistant clerk of the House. For a period in the 1960s he served as a member of the House of Representatives for Washington, and he later worked on staff in the Senate, before returning to the House in 1993. The House passed a resolution honoring Milne and his career.

Rep. Susan Davis, P-West Topsham, celebrated Milne as “a consistent voice of reason” in the House. “You will be an extraordinarily tough act to follow,” Davis said.

The clerk is a silent but powerful force in the House Chamber. Part-parliamentarian, part records keeper, the clerk keeps order and makes sure that representatives are following the arcane rules and procedures that characterize the debate on the floor of the House.

MaGill, 39, says Milne has generously taught him the complicated House rules, but his encyclopedic knowledge is irreplaceable. “I don’t think there’s any way to fill his shoes,” MaGill said.

Milne’s family was on hand for the veteran clerk’s resignation. His son, Scott, recalled spending time in the Statehouse as a child visiting his father at work. Scott Milne contested the 2014 gubernatorial election against Gov. Peter Shumlin as the Republican candidate. Scott said that he hasn’t decided if he’s going to contest the next election, but if he does, he is certain his father will be helping him with the campaign.

Editor’s note: Anne Galloway contributed to this report.
RICHMOND, Va. – Spike is a member of the K-9 patrol with the Virginia Capitol Police. Sweet as he is though, Spike, is also a heartbreaker. He didn’t mean to be – he just got caught in a love triangle. At the State Capitol in Richmond on Wednesday Spike was reunited with U.S. Marine Jared Heine. They hadn’t seen each other in three years.

“Right when he got next to me he knew it was me,” said Heine. “He pushed up against me. It was like we didn’t skip a beat.”

They were a team in Afghanistan where Spike’s job was to sniff out bombs – risking his life every day to keep Heine and his buddies alive. “He did a great job at it,” Heine told me. “He was like my brother, my kid. He slept with me every day like we were inseparable.”

But after a series of traumatic brain injuries, Jared was sent home to Louisiana — where he’s been struggling with post-traumatic stress disorder. His mother Mary Heine noticed he’d been upset and wasn’t acting like himself. She says he talked all the time about how much he missed Spike.

“It just hit me if I could find Spike it would make a huge difference in his life,” said Mary Heine.

Eager to help, she went online — and with the help of friends on Facebook she found Spike in Virginia.

Jared told me in his dream world he’d love to have Spike come home with him. But that’s where Officer Laura Taylor comes in.

“It was pretty much love at first sight,” said Taylor, describing her first moments with Spike.

She and Spike have been inseparable for the past two years. “I didn’t ever expect to not be with Spike until he was an old, old, old man,” said Taylor. Recently, though, Taylor learned about Jared Heine and realized she and Spike might have to part ways. “He is more important to me than anybody can know, but we have to do what is right for the whole situation,” Taylor told me.

After meeting Jared on Wednesday she said that as painful as it is, she knows in her heart it’s the right thing to do. “Take good care of him,” Taylor told Jared Heine. “He means everything to me.” “I promise I will,” answered Heine.

The good news, though, is that Capitol Police Chief Steve Pike said Officer Taylor will soon get a new dog. And the guessing is she’ll fall in love with that one too.
## ASLCS Legislative Summit Agenda

### Monday, Aug. 3, 2015

<table>
<thead>
<tr>
<th>Time</th>
<th>Event</th>
<th>Details</th>
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</thead>
<tbody>
<tr>
<td>9:00 AM - 1:00 PM</td>
<td><strong>Mason's Manual Commission</strong></td>
<td>The full Mason's Manual Commission and its subcommittees meet. Presiding: Alfred “Butch” Speer, Chair Clerk, Louisiana House of Representatives</td>
</tr>
<tr>
<td>2:00 PM - 3:00 PM</td>
<td><strong>ASLCS 'A' Committees</strong></td>
<td>The ASLCS 'A' Committees will meet</td>
</tr>
<tr>
<td>3:00 PM - 4:00 PM</td>
<td><strong>ASLCS 'B' Committees</strong></td>
<td>The ASLCS 'B' Committees will meet</td>
</tr>
<tr>
<td>4:00 PM - 5:00 PM</td>
<td><strong>ASLCS 'C' Committees</strong></td>
<td>The ASLCS 'C' Committees will meet</td>
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### Tuesday, Aug. 4, 2015

<table>
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<tr>
<th>Time</th>
<th>Event</th>
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<tbody>
<tr>
<td>12:00 PM - 2:00 PM</td>
<td><strong>ASLCS Business Meeting and Luncheon</strong></td>
<td>Location: Ruth’s Chris Steakhouse, 727 Pine St., Seattle. Presiding: Russell Humphrey, ASLCS President Chief Clerk, Tennessee Senate</td>
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*ASLCS and NCSL gratefully acknowledge the support of International Roll-Call Corporation for sponsoring the luncheon.*

### Wednesday, Aug. 5, 2015

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<tr>
<th>Time</th>
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<tr>
<td>2:00 PM - 3:30 PM</td>
<td><strong>ASLCS Executive Committee Meeting</strong></td>
<td>Presiding: Russell Humphrey, ASLCS President Chief Clerk, Tennessee Senate</td>
</tr>
<tr>
<td>3:30 PM - 5:00 PM</td>
<td><strong>ASLCS Special Committee on Strategic Planning</strong></td>
<td>Presiding: Susan Clarke Schaar, Chair Clerk of the Senate, Virginia</td>
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### Thursday, Aug. 6, 2015

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<th>Time</th>
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<tr>
<td>2:00 PM - 3:00 PM</td>
<td><strong>Technology: It's Not Magic</strong></td>
<td>Consumer electronic devices and technologies are widespread, affordable and user friendly, raising expectations that all types of information systems should be easy to develop and use. Learn what questions to ask of IT staff and customers when looking for new solutions, how to bridge technical and non-technical communication gaps, and how to balance competing demands for IT services. (Cosponsored by NALIT and ASLCS.)</td>
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</tbody>
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