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WELCOME TO
THE NCSL
LEGISLATIVE
SUMMIT
President's Message

Dear ASLCS Colleagues,

With the end of my presidency rapidly approaching, I want to thank each of you for allowing me the privilege and honor of serving. It has, without a doubt, been one of my most rewarding experiences.

Although I was unable to attend the Legislative Summit in Chicago, I have been given glowing reports on the success of the meeting. Kudos to Scott Kaiser and our hosts from Illinois for the wonderful hospitality! A special thanks to Scott for recommending the Chicago Firehouse for our business luncheon. I've heard nothing but rave reviews. Attendance was impressive, with nearly 100 people present. Our friends from International Roll Call, Debbie Ward and Bill Schaeffer, are to be thanked for their sponsorship of the luncheon and their continued support of the American Society of Legislative Clerks and Secretaries. Bill and Debbie – you're the best. Also, I'd like to express my sincere gratitude to President-elect Karen Wadsworth for fulfilling the duties of president in my absence.

On behalf of the members of ASLCS, I extend our collective congratulations to NCSL Staff Chair, Patsy Spaw; and to our Legislative Staff Achievement Award recipients, Steve Arias and Ramona Kenady Line. We are extremely proud of your accomplishments.

As you peruse this issue of *The Legislative Administrator*, take note of the work being done by the ASLCS committees. To each of the committee chairs, vice chairs, and committee members, you are the nuts and bolts of the organization. Your continual enthusiasm and creativity help preserve ASLCS as well as our individual legislative institutions.

As every past president would agree, ASLCS is an organization that depends on teamwork. I have been extremely fortunate to have had the support of a phenomenal Executive Committee. Thank you Karen, Suzi, Nathan, Russell, Scott, Steve, Susan, Janice, Jamie, Pat and George! Your counsel and friendship have been invaluable to me.
Titus Maccius Plautus, a Roman playwright, wrote: "Nothing but heaven itself is better than a friend who is really a friend." ASLCS has such a friend in Angela Andrews. She is to us what we are to our legislators – preservers of the institution. Angela, my heartfelt thanks for everything you have done for me this past year.

In closing, I want to encourage – or better yet – challenge each principal and associate member of ASLCS to continue the level of professional development training we as a Society are identified with.

I look forward to seeing each of you in Richmond.

Terry L. Spieler
Secretary, Missouri Senate
President, ASLCS
Patsy Spaw Selected
NCSL Staff Chair

CHICAGO – Patsy Spaw will become staff chair of the National Conference of State Legislatures (NCSL) at the 2012 Legislative Summit. Spaw served as NCSL staff vice chair in 2011-2012. NCSL is the premiere bipartisan organization that serves the nation's 7,382 state lawmakers and more than 25,000 legislative staff.

"NCSL is the only legislative organization that fully supports legislative staff, provides professional development opportunities and recognizes the importance of furthering their institutional knowledge," said Patsy Spaw. "State legislatures need dedicated and professional legislative staff now more than ever and I am proud and honored to represent legislative staff as staff chair of NCSL."

"Patsy has over 30 years of experience with the Texas Senate, and her role in NCSL's American Society of Legislative Clerks and Secretaries staff section, makes her a natural leader for legislative staff across the country," said William Pound, NCSL's executive director. As secretary of the Texas Senate, Spaw functions as the chief executive administrator of the Senate and is responsible for the operational functions, including maintaining legislative records, calling roll, reading bills and supervising Senate floor staff.

A member of the American Society of Legislative Clerks and Secretaries since 1977, Spaw served as its president in 2007-2008. She served on NCSL's Executive Committee from 2008-2011, and was staff vice chair of the Budget, Finance and Rules Subcommittee. An active member of NCSL's Legislative Staff Coordinating Committee, Spaw chaired the Professional Development Work Group in 2010-2011.

NCSL is the only national organization that provides training, professional growth opportunities and information sharing for legislative staff. There are 14 staff sections and networks that sponsor meetings, training and publications. Legislative staff is also eligible to be members of the NCSL standing committees, which address state policy issues and state-federal issues.

Spaw received a bachelor's degree in liberal arts from Saint Edwards University in Austin, Texas, and a juris doctor from The University of Texas School of Law in Austin. She is a native of Texas.
The NCSL Legislative Staff Sections and Networks annually present Legislative Staff Achievement Awards to recognize staff excellence in supporting the work of a state legislature and strengthening the legislative institution. Each staff section and network may make two awards, and each decides the criteria for its awards. The staff co-chairs of the NCSL Standing Committees also may name two award recipients. Examples of accomplishments recognized by the Legislative Staff Achievement Awards include, but are not limited to:

- Helping to improve the effectiveness of the legislative institution
- Supporting the legislative process and the mission of the legislature
- Exhibiting a high degree of professionalism, competence and integrity in serving the legislature and the public
- Contributing to the work of the National Conference of State Legislatures
- Demonstrating expertise in a particular field
- Contributing to existing knowledge
The American Society of Legislative Clerks and Secretaries recognizes Ramona Kenady Line for her outstanding contributions to the Oregon House of Representatives and her distinguished service to ASLCS and NCSL. For the past 40 years, Ramona has dedicated herself to protecting the integrity, traditions and process of Oregon's House ensuring transparency and fairness of the process. Since her election as Chief Clerk in 1985, Ramona has served in every ASLCS leadership role available to Principal members, culminating in her 1994-1995 presidency.

She is a long-time member of the Mason's Manual Commission, a graduate of the Legislative Staff Management Institute and a recipient of ASLCS' Joseph A. Beek Distinguished Service Award. She has served as staff chair of NCSL, as a member of the NCSL Executive Committee, as well as a member of the NCSL Foundation. Ramona has traveled on behalf of Trust for Representative Democracy, visiting Central American democracies and working in Palestine training fellow Clerks on how to serve their parliaments.

Ramona is recognized with this award for her performance of her duties as non-partisan Chief Clerk of the Oregon House of Representatives, her extensive knowledge of the legislative process, and her love for the legislative institution.
The American Society of Legislative Clerks and Secretaries recognizes Steve Arias for his outstanding contributions to the New Mexico House of Representatives and his distinguished service to ASLCS. Steve is currently the fourth longest serving Clerk or Secretary in the country, having been elected Chief Clerk in 1983. Prior to his election, he spent eighteen years as a legislative employee. He has been an active and influential member of ASLCS since 1983, serving with distinction three times on the Executive Committee, including his current position as an Appointed Principal, and was a member of the 2000 Mason's Manual Revision Commission for three years.

Steve's remarkable contribution to ASLCS, and to NCSL as well, is his role in establishing and maintaining a relationship with our international colleagues from Mexico and Central America. The Mexican clerks formed their society, Association of Chief Clerks of Mexico's State Legislatures and the Federal District of Mexico (ANOMAC), with encouragement from ASLCS more than a decade ago. Steve's participation and leadership at that time laid the ground work for a mutually beneficial relationship with ANOMAC that continues today. Steve is a well-known and highly regarded figure at ANOMAC annual meetings. He is an ambassador of good will who represents ASLCS with grace and dignity.

Steve is receiving this award for his 47 years of service to the New Mexico House of Representatives, for his leadership within ASCLS, and for his notable work in the area of international relations.
2011-2012 Executive Committee

Terry Spieler (MO)  
President

Karen Wadsworth (NH)  
President-elect

Suzi Lowell (AK)  
Secretary-Treasurer

Nathan Hatfield (VA)  
Associate Vice-President

Russell Humphrey (TN)  
Elected-Principal

Steve Arias (NM)  
Appointed Principal

Susan Furlong (NV)  
Appointed Principal

Scott Kaiser (IL)  
Elected-Associate

Jamie Kruse (NE)  
Appointed Associate

Janice Gadd (UT)  
Appointed Associate

Pat Saville (KS)  
Immediate Past President

George Bishop (VA)  
Immediate Past Associate Vice-President
Executive Committee

Meeting Minutes
NCSL Legislative Summit
Chicago, IL
August 6, 2012

Call to Order
The meeting of the Executive Committee was called to order by the Honorable Karen Wadsworth, Clerk of the New Hampshire House of Representatives and the ASLCS President-elect.

Attendance
The following members of the committee were present: Karen Wadsworth (NH); Suzi Lowell (AK); Nathan Hatfield (VA); Russell Humphrey (TN); Scott Kaiser (IL); Stephen Arias (NM); Susan Furlong (NV); Janice Gadd (UT); Pat Saville (KS); George Bishop (VA).

Also attending: Susan Clark Schaar (VA); Tara Perkinson (VA); Bladen Finch (VA); David Byerman (NV); Angela Andrews (NCSL).

Minutes
Nathan Hatfield (VA) moved that the minutes of the April 21, 2012, Executive Committee meeting be approved as presented. Russell Humphrey (TN) seconded the motion. The minutes were approved unanimously.

Treasurer's Report
The ending balance of the dues account as of this date is $39,088.81. Nathan Hatfield (VA) moved that the Treasurer's Report be approved as presented. Russell Humphrey (TN) seconded the motion. The report was approved unanimously.

Old Business
Angela Andrews (NCSL) reviewed all the financial accounts.

Angela reported that the ASLCS Special Meetings Fund (L190) has a balance of $267,325.31. She stated the interest earned on the L190 account from 1/1/10 to 3/31/12 in the amount of $1,683.00 was deposited. The Phoenix Spring Meeting expenses were a total of $6,367.92. Norm Moore contributed $1,500 towards the wine reception at the Spring meeting and donated tickets for a baseball game. International Roll Call Corporation sponsored the lunch for the Business Meeting in Phoenix. No expenses have yet been incurred for ASLCS at the Summit in Chicago. IRC will sponsor the Business Meeting lunch to be held at the Chicago Firehouse on
August 7. Angela reported on the fundraising activity for the PDS in Richmond, noting that $8,500 has been committed to date.

The current balance in the ASLCS Professional Development Revolving Account (LLCS) is $22,233.79. There were no new deposits. Expenditures included two reimbursements for Associate Exchange program participants Julie Bochat (MO) for $493.92 and Michelle Wright (VA) for $500.00. The $500.00 was transferred to the L190 account to rectify an error in payment from the wrong account. Also, a reimbursement for $500.00 to Brian Ebbert (CA) was made for his participation in the Parliamentary Officers Study Program. Pending expenditures include deposits for the Plenary Speakers for the PDS: Anna Post $2,250.00 and David Witt $2,000.00.

Angela presented the final budget for the ASLCS Professional Development Seminar to be held in Richmond, Virginia, October 1-October 7, 2012. The budget is based on 130 full paying attendees and 20 guests. The net gain is estimated at $2,607.64.

New Business
President-elect Karen Wadsworth (NH) suggested that the breakfast on Thursday, October 4 be added to the budget because of the time constraints the morning of the Capitol visit. Steve Arias (NM) moved and Susan Furlong (NV) seconded that a breakfast be provided on Thursday, October 4. In response to a question by George Bishop (VA), Angela Andrews stated that the Executive Committee could decide after the PDS what account to take funds from to cover a budget shortfall in the event it is necessary.

The agenda for the PDS was discussed. Angela stated that transportation will be provided for the two evening events. Russell Humphrey (TN) suggested that the Nominating Committee meeting be moved back to 1:00 p.m. and the Executive Committee meeting moved to 3:00 p.m. Members agreed that would be a good change. On Tuesday, October 2, the Nominating Committee will meet from 1:00 to 3:00 p.m. and the Executive Committee from 3:00 to 5:00 p.m.

Susan Clarke Schaar (VA) encouraged all to get the word out to check the blog for up-to-date information about the PDS.

Russell Humphrey (TN) moved to approve reimbursements for Butch Speer (LA) as the President's designee, Liz Clark (AK) as the Associate Vice-President's designee and Denise Weeks (NC) as Chair of the ASLCS Canadian-American Relations committee for coach class travel and lodging at CATTS annual conference from the dues account. Scott Kaiser (IL) seconded the motion and it was approved unanimously.

Russell Humphrey (TN) moved to approve reimbursement for Steve Arias (NM) as the President's designee for coach class travel and lodging at ANOMAC's annual conference from the dues account. Pat Saville (KS) seconded the motion and it was approved unanimously.
Russell Humphrey (TN) moved to approve designees for Terry Spieler (President) and Karen Wadsworth (President-elect) to attend the Fall LSCC Meeting, September 27-29 in Phoenix, Arizona. Steve Arias (NM) seconded the motion and it was approved unanimously.

Angela Andrews (NCSL) advised the Executive Committee members that the money for the 3-year sponsorship by Thomson Reuters of the Edward A. Burdick Memorial Scholarship was received and will be deposited in the L190 account and will be transferred to the LLCS account for when reimbursement needs to be provided to the scholarship recipients.

President-elect Karen Wadsworth (NH) recommended changes to the language adopted at the April 21, 2012, Executive Committee meeting to the Edward A. Burdick Memorial Scholarship for Section V of the Standing Orders. The new recommendation follows:

Section V. AWARDS AND SCHOLARSHIPS

G. Edward A. Burdick Memorial Scholarship

1. The Edward A. Burdick memorial Scholarship is established to assist ASLCS Associate members with costs associated with attending the Society's Annual Professional Development Seminar (PDS).

2. Edward Arthur Burdick (1921-2011) was a former Chief Clerk and Parliamentarian of the Minnesota House of Representatives from 1966 to 2005. During his membership in ASLCS, he served as President in 1971-1972; was the first recipient of the Joseph A. Beek Distinguished Service Award in 1983 and received the Legislative Staff Achievement Award in 2002. It is in recognition and honor of Mr. Burdick's many years of public service and dedication to the Society that this associate member scholarship is established.

3. The Edward A. Burdick Memorial Scholarship will be awarded annually to two (2) Associate members of the Society and funded from the Professional Development Revolving Account in the amount of $750.00 for each recipient. In order to afford as many an opportunity to the scholarship as possible, those selected for the scholarship would not be eligible in future years.

4. The scholarships are funded by a nationally recognized corporate sponsor, and will be awarded each year the corporate sponsorship is available. In return, ASLCS will appropriately recognize the corporate sponsor when promoting and awarding the scholarships.

5. An associate interested in the scholarship shall submit a letter, endorsed by their Principal, outlining why he or she hopes to be selected for the scholarship and how attending the PDS will enrich their professional knowledge. Letters are to be submitted to the ASLCS Executive Committee through the NCSL staff liaison by July 1. The Liaison shall forward all applications to the ASLCS President for
6. ASLCS scholarship awards must be approved by the ASLCS Executive Committee before funds are disbursed.

Steve Arias (NM) moved that the above language be adopted by the Executive Committee and forwarded to the Bylaws and Standing Orders Committee for proper formatting. Janice Gadd (UT) seconded the motion. Nathan Hatfield (VA) recommended that "non-partisan" be added in paragraph 2 following "former". Nathan stated that language was provided by the state. Susan Clarke Schaar (VA) said Ed Burdick was very proud of his status as a long-serving, non-partisan Chief Clerk. George Bishop (VA) stated that adding "non-partisan" would not change the meaning of the scholarship program. It was noted that the Betty King Scholarship does not state whether she was a partisan or non-partisan secretary. President-elect Wadsworth (NH) recommended that "non-partisan" be added in a different location.

Steve Arias (NM) amended his motion to add "non-partisan" in paragraph 2, line 6, following: "many years of". The amended motion was adopted unanimously. President-elect Wadsworth will notify Pat O'Donnell (NE), Chair of the Bylaws and Standing Orders Committee of the changes.

Nathan Hatfield (VA) advised the committee there were three applications for the Edward A. Burdick Memorial Scholarship. Nathan Hatfield (VA) moved that Lisa Davis, Assistant Clerk for the Mississippi House of Representatives and Terry Rumley, Journal Clerk for the North Carolina House of Representatives, be approved to receive the Edward A. Burdick Memorial Scholarship. Scott Kaiser (IL) seconded the motion. There was an objection. On a voice vote, the motion passed.

Angela Andrews asked the Executive Committee what ASLCS financial account should pay for the international guests' lodging at the Professional Development Seminar in Richmond, Virginia. Russell Humphrey (TN) moved that those costs be withdrawn from the L190 account. Pat Saville (KS) seconded the motion and it was approved unanimously.

Steve Arias (NM) moved that Dana Miller (MO) and Tracy Cantella (FL) be the recipients of the Betty King Scholarship to attend the Legislative Staff Management Institute and to cover one-half the cost of the tuition. Russell Humphrey (TN) seconded the motion and it was approved unanimously.

Suzi Lowell (AK) advised that the proposed agreement for a Canadian/American Exchange was being discussed at the CATTS meeting in Victoria at this time. She indicated that the Canadians had expressed interest in the Exchange but wanted a formal agreement. After extensive discussion, the Executive Committee agreed that there should be a formal agreement with CATTS first and then a standing order should be drafted by the Bylaws and Standing Orders Committee and approved by the Executive Committee. The standing order should include the...
The Legislative Administrator

following: one Principal or Associate member selected each year; the participants will abide by
the formal agreement between CATTTS and ASLCS; a $500 scholarship will be offered and the
participant will pay for all remaining costs; the selection process will be housed in the
Canadian/American Relations Committee and the participant will be approved by the Executive
Committee; and the name of the scholarship will be the Jane Richards Scholarship.

Angela Andrews (NCSL) reported that for the 2013 ASLCS PDS in Sacramento, CA the
Sheraton Grand Hotel has offered 14 rooms at the government rate of $99. She asked the
Executive Committee to prioritize who should receive those rooms for the discounted rate. Scott
Kaiser (IL) stated those rooms should be offered to attendees that our Society pays for. Scott
Kaiser (IL) moved that the rooms be offered to International guests first, then faculty and lastly
host state attendees. Steve Arias (NM) seconded the motion and it was approved unanimously.

Angela Andrews reported that Lexis Nexis is willing to support the Community Service project
again in Richmond. Whether ASLCS would contribute funds for the service project was
postponed until Richmond.

Suzi Lowell (AK) asked for approval to delete the inactive associate members in the data base
after five years. She indicated that IT staff would be able to assist in that project. Steve Arias
(NM) moved to purge associate members who have not paid in the past five years from the
treasurer's database. Nathan Hatfield (VA) seconded the motion and it was approved
unanimously.

David Byerman (NV) presented a comprehensive report on recommendations of the ASLCS
Technology E-Learning Working Group. The discussion on the recommendations was tabled
until Richmond.

Scott Kaiser (IL) presented the Online Roster Exploration Committee report. Discussion of this
report will be added to the Executive Committee meeting agenda for Richmond.

Angela distributed the Legislative Staff Coordinating Committee chart but there was no time for
discussion.

Adjournment
President-elect Wadsworth adjourned the Executive Committee meeting in Chicago, Illinois.

Respectfully submitted,
Suzi Lowell (AK), ASLCS Secretary-Treasurer
Call to Order
The meeting of the ASLCS Bylaws and Standing Orders Committee was called to order by Pat O'Donnell (NE), Chair.

Attendance
The following members of the committee were present: Patrick O'Donnell (NE), Chair; John Garrett (VA), Vice Chair; Sandy Tenney (UT), Vice Chair; Judy Barrows (ME); George Bishop (VA); Susan Furlong (NV); Janice Gadd (UT); Ramona Line (OR); Suzi Lowell (AK); Patsy Spaw (TX); Karen Wadsworth (NH).

Approval of Minutes
Upon a motion by Karen Wadsworth (NH) and seconded by Judy Barrows (ME), the minutes of the last meeting of the Bylaws and Standing Orders Committee held April 21, 2012, in Phoenix, AZ were approved.

Old Business
Chair O'Donnell reminded the committee that the Bylaws and Standing Orders Committee will be sponsoring a concurrent session at the 2012 Professional Development Seminar in Richmond, Virginia.
New Business

(1) Chair O'Donnell informed the committee that the title of the concurrent session to be held in October of 2012 is "ASLCS Needs You! ASLCS Origins, History and Participation." The concurrent session is currently scheduled for Wednesday, October 3. The four panelists for the concurrent session will be: George Bishop (topic: Membership), Pat O'Donnell (topics: Moderator and Mason's), Terry Spieler (topics: Governance and Executive Committee) and Butch Speer (topics: Committees and Publications).

The general format of the concurrent session will be four 15-minute presentations by the panelists with each presentation followed by a five-minute question/answer period. Committee members have been asked to come prepared with questions regarding these topics.

(2) Chair O'Donnell indicated that one of the Committee's duties is to review new Standing Orders adopted by the Executive Committee and to propose any changes needed to keep them consistent with past policy and with the Style Guide.

Karen Wadsworth (NH) reported that at the Phoenix meeting in April 2012, the Executive Committee approved a new standing order relative to the Ed Burdick Scholarship. This scholarship will offer a stipend to selected associate(s) to assist with expenses in attending the annual Professional Development Seminar. Upon further review, it has been determined that the format of the new standing order does not appear to be consistent with the format of the other ASLCS scholarships. Chair O'Donnell proposed that he will poll the Committee for input on formatting this new standing order.

Chair O'Donnell also indicated that Thomsen Reuters has agreed to sponsor the Ed Burdick Scholarship program.

George Bishop (VA) reminded the Committee that there is a Style Guide to assist with consistency in drafting of Bylaws and Standing Orders. George volunteered to ensure that a copy of the Style Guide is provided for the Committee Chair's manual.

Adjournment

There being no further business, the meeting was adjourned.
Call to Order
The Canadian-American Relations Committee meeting was called to order by Denise Weeks (NC), Chair.

Attendance
The following members of the committee were present: Denise Weeks (NC), Chair; Steven Marshall (VT), Vice Chair; Robert Altmann (WV); Dave Avant (AL); Liz Clark (AK); Ann Cornwell (AR); John Garrett (VA); Greg Gray (WV); Lourdes Guerra (TX); Derek Hippchen (WV); Crystaline Jones (AK); Ann Krekelberg (AK); Suzi Lowell (AK); Patsy Spaw (TX); Kirsten Waid (AK).

Approval of Minutes
Upon a motion by Ann Cornwell (AR), seconded by John Garrett (VA), the minutes of the last meeting held April 21, 2012, during the Spring meeting in Phoenix, AZ were approved.

Old Business
Suzi Lowell (AK) discussed the revised language of the Canadian-American Exchange Agreement (CAEA). Denise informed the committee that the Executive Committee had not yet approved the request for a stipend and a suggestion had been made that the $500 scholarship be incorporated in the Standing Orders and the CAEA continue to be a separate document. Denise presented the idea of naming the scholarship the "Jane Richards Scholarship". John Garrett (VA) moved, seconded by Steve Marshall (VT), the CAEA be presented to the Executive Committee and recommend that the "Jane Richards Scholarship" be established through Standing Orders. The motion carried.
New Business
Denise informed the committee that the Canadian Clerks at the Table was meeting August 7-11 in Victoria, BC. Butch Speer (LA), Liz Clark (AK), Pat Harris (AL) and Denise Weeks (NC) will attend on behalf of ASLCS.

Adjournment
Upon a motion by Dave Avant (AL), seconded by Robert Altmann (WV), the meeting was adjourned.
Attendance
The following members of the committee were present: Jean Burgin (KY); Tisha Gieser (AK); Kathy Jackson (UT); Terry Rumley (NC); Linda Tubbs (TX).

Also attending: Megan Consedine (PA) and Brenda Erickson (NCSL).

Business
The Inside the Legislative Process Committee had an informal meeting. Brenda Erickson (NCSL) reported on the status of the 2011 ILP survey responses, highlighting the chambers that had not submitted a survey. Committee members agreed to contact various chambers that had not yet responded. Brenda relayed her hope to compile and publish the survey results as soon as possible.

Approval of the minutes of the prior meeting and further discussion of old and new business will be deferred until the full committee meets in Richmond, VA during the Professional Development Seminar.
Call to Order
Vice Chair Patience Worrell (TX) called the meeting to order at 3:45 p.m., reporting Chair Pat Harris (AL), Chair, was in Canada attending the Clerks-at-the-Table meeting.

Attendance
The following members of the committee were present: Patience Worrel (TX), Vice Chair; Dave Avant (AL); Liz Clark (AK); Susan Furlong (NV); Ann Krekelberg (AK); Ann Cornwell (AR); Polly Emerson (TX); John Garrett (VA); Lourdes Guerra (TX); Crys Jones (AK); Suzi Lowell (AK); Steven Marshall (VT); Terry Rumley (NC); Sandy Tenney (UT).

Also attending: Russel Humphrey (TN); Patsy Spaw (TX); Alan Wittington (TN).

Approval of Minutes
There was a motion by John Garrett (VA) to approve the minutes from the committee's meeting in Phoenix, AZ, which was seconded by Suzi Lowell, (AK). There being no objection, it was so ordered.

Old Business
Patience reported on Pat's behalf that the International Directory had been updated and copies were then distributed to committee members as well as to members of the Executive Committee. She noted a PDF version is also available and relayed that the Directory would be again updated in October.
**New Business**
Patience solicited input on an international guest reception for the upcoming meeting in Richmond, asking members to give their suggestions to Pat, who will work in conjunction with the Program Development Committee to come up with something great.

Patsy Spaw (TX) commented that the international reception had been done in the past with the help and cooperation of the Canadian-American Relations Committee and she was glad it was going to be continued.

Steve Arias (NM), former member of the committee, reported he was attending the upcoming ANOMAC meeting in Tijuana, BC and would read a letter of invitation to its members (urging them to come to Richmond) and would report back to the committee.

There was discussion regarding the utility of an information sheet on international guests that could be distributed to members, giving a bit of background on the international attendee as well as a briefing on his/her country of representation. Susan Furlong (NV) provided an example of such a sheet and committee members reacted to it quite positively.

**Adjournment**
There being no further business to come before the committee, Ann Conwell (AR), moved that the meeting adjourn. Without objection, it was so ordered.
Call to Order
The meeting of the Legislative Administrator Committee was called to order by Jay Braxton (VA), Chair.

Attendance
The following members of the committee were present: Jay Braxton (VA); Kathy Jackson (UT); Dana Miller (MO).

Due to the small number of attendees at this meeting, approval of the minutes and discussion of any old and new business was tabled.

Adjournment
The meeting was adjourned.
Call to Order
The meeting of the Membership and Communication Committee was called to order by Bonnie Alexander (ID), Chair.

Attendance
The following members of the committee were present: Bonnie Alexander (ID), Chair; Stephen Arias (NM); Judy Barrows (ME); Jean Burgin (KY); David Byerman (NV); Scott Caffey (TX); Susan Kannarr (KS); Pat Saville (KS); Bonnie Trivette (NC); Kirsten Waid (AK); Denise Weeks (NC).

Also attending: Karen Wadsworth (NH); Stacey Nicchio (TX).

Approval of Minutes
Upon a motion by Denise Weeks (NC), seconded by Pat Saville (KS), the minutes of the last meeting held April 21, 2012, during the Spring Meeting, in Phoenix, AZ, were approved.

Old Business
The Chair spoke briefly about the two action items from the Spring Meeting. She suggested that, after further consideration, surveying principal members to enhance membership might be an item for the Executive Committee to consider as a long-term, ongoing project. No action was taken by the committee on this item. She also reported that during the Spring Meeting, the Program Development Committee considered the request for a networking concurrent session, but decided not to include it during the Richmond PDS.
New Business
Regarding the New Attendee Orientation in Richmond, the Chair recommended that the sponsors be assigned to their new attendees at registration. The committee felt that the sponsors should be able to contact and welcome their new attendees before the PDS. It was agreed that prior to the session in Richmond, the Chair send one email to all of the sponsors with the names of the assigned new attendees. Each new attendee will receive one communication from the Chair with only basic information about the PDS.

Closer to the time of the seminar, volunteers will be solicited to help setup the orientation meeting and oversee the pin contest. Principals will be asked to donate small state flags for table decorations that can be used from year to year.

The committee discussed networking/social ideas to help members feel connected in Richmond. A special breakfast table will be designated for attendees who would like to meet new friends and plan group activities. A flip chart will be located by the registration desk where members can post pictures and comments about interesting places and activities they have discovered in the Richmond area. To gather valuable feedback on what we are doing right, second-year attendees will be interviewed at a time and place to be determined.

The committee agreed that a wrap-up session is still worthwhile.

The Chair suggested that, in the future, the committee focus some of its time and effort on the communication part of our mission statement by better utilizing the website and freshening the look of ASLCS.

Adjournment
Upon a motion by David Byerman (NV), seconded by Denise Weeks (NC), the meeting was adjourned.
Meeting Minutes
NCSL Legislative Summit
Chicago, IL
August 6, 2012

Call to Order
The meeting of the Professional Journal Committee was called to order by Polly Emerson (TX), Vice Chair.

Attendance
The following members of the committee were present: Polly Emerson (TX), Vice Chair; Megan Consedine (PA); D. Hobbie Lehman (VA); Terry Rumley (NC).

Approval of Minutes
Upon a motion by Polly Emerson (TX), seconded by Hobie Lehman (VA), the minutes of the last meeting held April 21, 2012, during the Spring Meeting in Phoenix, AZ were approved.

Old Business
The committee discussed possible authors for current articles, articles for future publications, and options for recruiting them. The committee also discussed the duties and responsibilities of the editorial board. Questions were raised about what makes a good article for the Professional Journal.

Adjournment
Upon a motion by Terry Rumley (NC), seconded by Megan Consedine (PA), the meeting was adjourned.
Program Development Committee

Meeting Minutes
NCSL Legislative Summit
Chicago, IL
August 6, 2012

Call to Order
The meeting of the Program Development Committee was called to order by Susan Kannarr, (KS) Chair.

Attendance
The following members of the committee were present: Susan Kannar (KS), Chair; Maryann Horch (VA), Vice Chair; Bill MaGill (VT), Vice Chair; Bonnie Alexander (ID); Stephen Arias (NM); Judy Barrows (ME); George Bishop (VA); Jean Burgin (KY); David Byerman (NV); Scott C. Caffey (TX); Susan Furlong (NV); Janice Gadd (UT); Tisha Gieser (AK); Nathan Hatfield (VA); Pat Saville (KS); Bonnie Trivette (NC); Patience Worrel (TX).

Also attending: Stacey Nicchio (TX); Tracy Ortiz (TX); Angela Andrews (NCSL).

Approval of Minutes
Upon a motion by Nathan Hatfield (VA), seconded by Janice Gadd (UT), the minutes of the last meeting held April 21, 2012, during the Spring Meeting in Phoenix, AZ were approved.

Old Business
Chair Kannarr welcomed the committee members and explained that the primary topic for the meeting would be review and planning for the Fall Professional Development Seminar to be held October 2-7. In particular, the Chair asked for input from the committee on concurrent session content, format and suggested presenters. A draft schedule for the PDS was distributed along with descriptions of the planned concurrent sessions. Chair Kannarr proceeded to review the draft agenda.
During discussion on the concurrent session "Freedom of Information Act Issues in the Electronic Age" Maryann Horch (VA), Vice Chair, requested that if people had specific topics or questions to be covered that they submit them in advance so the presenter could prepare appropriately.

David Byerman (NV), Chair of the Technology Committee, requested ideas from committee members for panelists for the "Continuity in Disaster: Keeping your Tools and Wits when all else is in the Pits" session. He also discussed efforts underway to integrate a demonstration of Cover it Live technology to attendees during the Legislative Expo.

Tisha Geiser (AK), Chair of the Support Staff Committee, asked for input on the committee's sponsored session "Looking to the Future: Cross Training and Succession Planning Strategies". In addition, she updated the members about plans for the Legislative Expo and encouraged states to bring materials to share with other attendees.

The session covering Mason's Manual is being formatted as a game show type program and is titled "Mason's Manual Challenge: Parliamentary Puzzlers". Chair Kannarr indicated that the format is based on a session from the Milwaukee PDS that received very positive comments in the evaluation and requested additional format ideas from members.

Chair Kannarr updated members about efforts being taken to ensure that the "Legislative Off-the-Record" concurrent session stay on track and not be allowed to "bog down" on particular topics, so that more people have an opportunity to participate.

The committee engaged in significant discussion regarding the scheduling of historically popular topics like Legislative Off-the-Record and Mason's Manual. In particular, concerns were expressed that sessions opposite these topics would suffer. Other members commented that there are many considerations to scheduling topics, including encouraging people to attend after lunch or continue attending at the end of a day. Chair Kannarr stated that considerable efforts were made by the planning group to ensure that there would be good attendance at all concurrent sessions. Pros and cons of placing sessions in various time slots, including those mentioned above, were considered.

Nathan Hatfield (VA) and George Bishop (VA) reviewed some of the social activities being planned by the host state and mentioned that state dinner entertainment was still being finalized by the host state.

**New Business**
Maryann Horch (VA) mentioned that there is currently a blog available at greetingsfromrichmond.blogspot.blog to get news and other information about the Fall PDS.

**Adjournment**
Upon a motion by David Byerman (NV), seconded by Maryann Horch (VA), the meeting was adjourned.
Call to Order
The meeting of the Site Selection Committee was called to order by Ann Cornwell (AR), Vice Chair.

Attendance
The following members of the committee were present: Ann Cornwell (AR), Vice Chair; Dave Avant (AL); Scott Caffey (TX); Liz Clark (AK); Nathan Hatfield (VA); Russell Humphrey (TN); Crystaline Jones (AK); Ann Krekelberg (AK); Hobie Lehman (VA); Steven Marshall (VT); Pat Saville (KS); Bonnie Trivette (NC); Kirsten Waid (AK); Denise Weeks (NC); Alan Whittington (TN); Patience Worrel (TX).

Approval of Minutes
On motion of Russell Humphrey (TN) and seconded by Pat Saville (KS), the minutes of the last meeting held April 21, 2012, in Phoenix, AZ were approved.

New Business
A copy of the "Guidelines For Hosting The ASLCS Annual Professional Development Seminar" has been distributed to the committee. The Committee is working on updating the guidelines and hope to have the revised copy available by the ASLCS Annual Meeting in Richmond, VA in October.
Nathan Hatfield (VA) reported on some of the plans being made by Virginia for the 2012 ASLCS Professional Development Seminar October 2-7, in Richmond, VA. We will stay at the Omni Hotel.

The ASLCS 2013 Professional Development Seminar, that will be held Oct 7-13 in Sacramento, CA, will be state-hosted.

Louisiana is considering hosting the ASLCS Professional Development Seminar in 2014, and it will be state-hosted.

Alaska is still considering hosting the 2015 Professional Development Seminar in September in Juneau, AK and it will be state-hosted. The meeting will need to be held in mid-September.

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

Respectfully submitted,
Ann Cornwell (AR), Vice Chair
Call to Order
The meeting of the Support Staff Committee was called to order by Tisha Gieser (AK), Chair.

Attendance
The following members of the committee were present: Tisha Gieser (AK), Chair; D. Hobie Lehman (VA), Vice Chair; George Bishop (VA); Janice Gadd (UT); Nathan Hatfield (VA); Maryann Horch (VA); Tracy Ortiz (TX); Tara Perkinson (VA).

Also attending: Linda Tubbs (TX); John Okecholcello (South Sudan); Megan Conseedine (PA).

Approval of Minutes
Upon a motion by Nathan Hatfield (VA), seconded by Hobie Lehman (VA), the minutes of the last meeting held April 21, 2012, during the Spring Meeting, in Phoenix, AZ, were approved.

Old Business
Overview of the Associate Exchange – Michelle Wright (VA) visited the Louisiana Senate and wrote a nice article about the experience (printed in the Legislative Administrator). Julie Bochat (MO) also visited Louisiana through the exchange program. Brad Metcalf (KY) was selected as a candidate, but was not able to attend. Chair Gieser asked the committee if his acceptance should be carried over or if he should reapply if he wants to attend next year. The committee recommended he reapply if he would like to be considered next year.
New Business
Chair Gieser asked for feedback on the idea of increasing the award per person for the Associate Exchange Program with the hope of encouraging greater participation. Janice Gadd (UT) liked the idea and thinks it may help the Program be more competitive and open it up to more applicants. George Bishop (VA) agreed that offering more money would increase the possible pool of applicants.

The "Tools for a Successful Session" Legislative Expo will be 10 am-12 pm on Friday, October 5th in Richmond. Be sure to get your state involved and bring items to show and tell.

The Support Staff concurrent-sponsored session will be Succession Planning/Cross Training. Possible panelists include someone from Connecticut, as it has a formal cross training program. Paula Rossetto (CA), Susan Furlong (NV), and Janice Gadd (UT) were recommended as contacts for additional panelists.

Co-facilitators for the Staff breakouts at the Fall Meeting in Richmond will be Melanie Newby (VA) for Support Services and Nathan Hatfield (VA) for Legislative Operations, in addition to two other individuals yet to be determined. The committee discussed emailing participants to solicit questions ahead of time. At this time, the committee left the approach up to the co-facilitators of each breakout.

Adjournment
Upon a motion by Hobie Lehman (VA), seconded by George Bishop (VA), the meeting was adjourned.
Call to Order
The meeting of the Technology Committee was called to order by David Byerman (NV), Chair.

Attendance
The following members of the committee were present: David A. Byerman (NV), Chair; Dana Miller (MO), Vice Chair; Bonnie Alexander (ID); Stephen Arias (NM); Polly Emerson (TX); Lourdes Guerra (TX); Maryann Horch (VA); Scott Kaiser (IL); Susan Kannarr (KS); Bill MaGill (VT).

Also attending: Stacey Nicchio (TX); Tracy Ortiz (TX); Tim Rice (IL).

Approval of Minutes
Upon a motion by Bonnie Alexander (ID), seconded by Susan Kannarr (KS), the minutes of the May 14, 2012, meeting via Cover It Live were approved.

Old Business
Scott Kaiser (IL) updated the committee on potential panelists for the Continuity of Operations (COOP) concurrent session that the Technology Committee will be presenting at the PDS. Possible participants include Virginia and Washington. David indicated that he has begun conversations with several additional states and will continue the discussion. Angela Andrews (NCSL) also indicated that she would check to see if federal disaster planning grant money is still available to the states.

David provided an update on the ASLCS E-Learning Initiative. He also distributed copies of the final version of the E-Learning Group Recommendations. The working group's
recommendations were approved at the May 14 Technology Committee meeting. This will be presented to the ASLCS Executive Committee at its meeting later this week.

**New Business**
A discussion followed concerning how to encourage video submissions for the E-Learning Initiative. The committee agreed that Committee chairs could begin the process by submitting a video outlining the duties and role of their committee. Maryann Horch (VA) suggested that members of the committees could assist the Chair in this process, if needed. Bonnie Alexander (ID) further indicated that the ASLCS YouTube channel could possibly become the definitive resource for members to obtain operational information relating to the Society.

Angela Andrews (NCSL) updated the committee on the planned Legislative Expo for the Richmond PDS. Dana Miller (MO) indicated that she was exploring the possibility of creating a "YouTube Booth" to film short video clips of attendees and introduce ASCLS members to the flip cameras and the e-learning concept.

David reminded the committee of the ASLCS Social Media Roster and encouraged those in attendance to add their contact information. A link to the roster has been added to the ASLCS web page and can be found at bit.ly/ASLCSSocialMedia. New opportunities for "guerilla marketing" the ASLCS Social Media Roster – including advertising in the PDS Program, or creating an insert for inclusion inside the program – will also be investigated within the next month.

**Adjournment**
There being no new business to discuss, upon motion of Steve Arias (NM), seconded by Polly Emerson (TX), the meeting was adjourned.

Respectfully submitted,
Dana Miller (MO), Vice Chair
Members of the American Society of Legislative Clerks and Secretaries met at the Chicago Firehouse, Chicago, IL. The Honorable Karen Wadsworth, Clerk of the New Hampshire House of Representatives and President-elect of ASLCS, called the meeting to order at 1:00 p.m.

President-elect Wadsworth thanked International Roll Call Corporation for their support of the business luncheon, noting the food was excellent. President-elect Wadsworth announced that President Spieler regretted that she was not at the meeting because she did not want to miss the birth of her first grandchild. Ella Elaine Spieler was born this morning.

REPORTS OF STANDING COMMITTEES

The following reports were received by the President-elect:

"A" Committees:
Bylaws and Standing Orders – Pat O'Donnell (NE) reported that the committee will be presenting at the PDS in Richmond. The topic will be an overview and history of the Bylaws and Standing Orders.

Inside the Legislative Process – Tisha Gieser (AK) reported that the committee is waiting for several responses to the survey; hopefully, they will be received in the coming weeks.

Site Selection – Ann Cornwell (AR) reported that the PDS will be in Richmond, VA, October 3-7, 2012; Sacramento, CA, October 7-13, 2013; Louisiana in 2014 and Juneau, AK in 2015. Nathan Hatfield (VA) reported on the upcoming PDS in Richmond. Angela Andrews noted that the updated Guidelines for Hosting a PDS should be available at the Richmond PDS.

Technology – David Byerman (NV) reported that since the meeting in Phoenix, the committee had met through online chats twice and hoped to do so again before the PDS. The committee will be presenting at the PDS in Richmond on the topic of emergency operations. David indicated a project that the committee thought would be useful is for each committee to produce (using the flip camera) a short video regarding their committee's work and responsibilities.

"B" Committees:
International Communication and Development – Patience Worrel (TX) reported that the International Directory was distributed at the meeting here in Chicago.
Legislative Administrator – Jay Braxton (VA) encouraged members to submit articles of interest for the Administrator. Members should have the Spring Edition when they return home from this meeting.

Membership and Communication – Bonnie Alexander (ID) reported that the new member orientation will be similar to last year. She stated the committee would also like to focus on networking opportunities for current members.

Support Staff – Tisha Gieser (AK) reported that two associates participated in the Associate Exchange Program and both went to Baton Rouge, LA. She stated the committee will be facilitating the staff breakout and the expo. Tisha encouraged staff to participate in the legislative expo.

"C" Committees:
Canadian-American Relations – Denise Weeks (NC) reported that the committee is continuing to work on revitalizing the Canadian/American exchange program. Denise stated she will be discussing this at the CATT meeting in a couple of days.

Professional Journal – Polly Emerson (TX) reported that the Journal will be ready for publication in about a month. She thanked Ruby Johnson (LA) and Hobie Lehman (VA) for their editing assistance.

Program Development – Susan Kannarr (KS) reported the program for the PDS has come together. Two Plenary sessions are confirmed. There will be eight concurrent sessions and none of them will be boring!

Roster – Dana Miller (MO) -- Dana reported that the committee is working hard on the Roster.

Presentations and Welcomes:
President-elect Wadsworth (NH) presented the Legislative Staff Achievement Awards to Ramona Kenady Line (OR) and Steve Arias (NM). They both received a big congratulations.

President-elect Wadsworth (NH) welcomed the NCSL staff officers: Michael Adams (VA), Staff Chair; Patsy Spaw (TX), Staff Vice Chair and Tim Rice (IL), Immediate Past Staff Chair.

President-elect Wadsworth welcomed all the new ASLCS Principal members and the new ASLCS Associate members.

President-elect Wadsworth also welcomed the international guests: Mr. Wayne Tunnecliff, Clerk of the Legislative Council from Melbourne, Parliament of Victoria, Australia; Mr. Peter Alcock, Clerk of the House, Parliament of Tasmania, Australia.
Other Business:
Ann Cornwell (AR) reported that the cookbook project is on track for the 70th Anniversary of ASLCS and encouraged members to send in their recipes.

Announcements:
President-elect Wadsworth announced the registration information for the PDS in Richmond is online.

Adjournment:
President-elect Wadsworth adjourned the meeting at 1:32 p.m.

Respectfully submitted,

Suzi Lowell (AK)
Secretary-Treasurer, ASLCS
Alaska

Kirsten Waid, Alaska Senate Secretary, Retires
Submitted by Ann Krekelberg

Kirsten Waid became Senate Secretary in 2003 and served loyally under four Senate presidents. Her service to the legislature started in 1970 and now, this year, she is retiring. She has already gracefully guided the Alaska State Senate in her last legislative session.

Living in Juneau all her life, Kirsten Cashen was the eldest of eight children. Her father was a state worker and Army veteran. Her service to the legislative process runs in the family as her mother, Irene Cashen, was Chief Clerk from 1974 to 1981 and 1983 to 1990. Kirsten married Gary Waid, an acclaimed Alaska Native actor and storyteller, in 1972. They have two children: Eldri and Jake, and now have three wonderful grandsons, as well: Jaden, Karsten and Billy.

Kirsten made the job of Senate Secretary look easy, and maybe living all her life in the capital of the young state of Alaska gave her some advantage. Its local pastime, politics, was an ever-present topic. And how can you miss seeing the governors frequently walking to and from work at the Capitol or rubbing elbows with legislators at the city café when you live in the same cozy town?

While serving the Alaska Legislature, Kirsten has been active in the American Society of Legislative Clerks and Secretaries. Many of you know her now and join us in appreciating her dedication to the legislative process, her steady grace under pressure and her smile. But next year when session convenes, Kirsten will be looking forward to other pursuits, among them spending more time with her family, catching up on her reading, travelling and joining the Rollettes, a revered group of former legislative clerks and secretaries, for their annual first day of session luncheon.
I have been in a position to appreciate the professionalism, experience, and humor of Kirsten probably more than most senators. Being the fourth and final Senate President Kirsten has worked with (I hope it's nothing I did) I have come to depend enormously on her. Kirsten will be missed by all of us but she deserves an honored and peaceful retirement. We worked with each other under very stressful situations and she kept her cool better than I did. We communicated by subtle signals when things were going awry and she never once slapped me upside the head, though I'm sure it must have occurred to her from time to time. Her knowledge of Mason's Rules is unbeatable and though I have the greatest respect for her successors, I can only sympathize with mine. We hope you have a happy retirement Kirsten but if you get tired of it you can always come home. Thank you for your years of truly exemplary service to the State and the Alaska Senate.

Senator Johnny Ellis
Alaska State Senate

Kirsten has allowed all her staff to learn from her example of dedication, professionalism and grace under pressure. Her ability to transcend the day to day and focus on maintaining the integrity of the legislative institution serves us all well. I have personally appreciated her steady, calm leadership over the years and her unwavering support of and loyalty to her staff.

With the best of intentions, many people pledge to stay in touch with their retired colleagues. I'm going to go a bit further and say this will serve as my warning that I absolutely will be in touch in the future – not just for the fun social events we always enjoy together – but for a bit of wisdom and some borrowed calm when I might need it. We will all miss you but we'll always remember you as "The Best!"

Liz Clark, Deputy Senate Secretary
Alaska State Legislature

Hear, hear, Kirsten! Live long and prosper!

The Legislative Administrator
Arkansas
Transparency Law Passed By the Arkansas Legislature

Thanks to a law passed by the legislature last year, expenditures and salaries of Arkansas state government are available for public inspection on the Internet.

The web site is www.transparency.arkansas.gov

The legislature created the web site when it approved Act 303 of 2011. It is the Arkansas Financial Transparency Act, although it's also known as the "Online Checkbook" act.

Under Act 303, state agencies will post the salaries of all employees, as well as expenditure data that includes amounts paid under contracts with private companies that bid on state projects. The data includes the names of vendors that are awarded contracts, the amounts of the contracts and whether they are for commodities or professional services.

The act applies to the offices of the governor, attorney general, secretary of state, land commissioner, auditor, treasurer and lieutenant governor. It also would apply to all boards and commissions, judicial offices, the Lottery Commission and legislative offices.

State agencies shall make available on the Internet information about their bonded indebtedness, such as the original amount of principal borrowed, the interest rates charged and the source of revenue for repayment of the debt. They must cite the statute authorizing them to borrow money.

The web site includes revenue that the state collects in taxes, and also income from grants, fees and fines. Some of the information is updated daily and some it is updated monthly, such as public employees' salaries.

Financial information about the state's bonded indebtedness is updated quarterly. The web site does not have anything yet on bonded indebtedness. It is scheduled to be posted online by the middle of September.

Expenditures are listed in various ways. One is by agency. Another is by classification, such as salaries, travel, debt service, retirement benefits, capital outlays and operating expenses.

One of the most extensive breakdowns of state spending is by vendor. The site lists about 29,500 entities to whom the state paid money. Some are private businesses that sold motor vehicles and equipment to state agencies. Others are firms that provided professional services to the state, such as architecture firms and engineering firms.
The web site has standard contracts between the state and private businesses if they are for more than $25,000. Construction contracts are listed if they are for more than $20,000. Also, it lists payments by state agencies to cities and counties, such as Correction Department reimbursements to county jails for holding inmates under the jurisdiction of the state.

The names and salaries of state employees are listed, as well as the date on which the employees began working for the agency.

Higher education is exempted from the act because colleges and universities use a separate accounting system and it would cost millions of dollars to include them. However, the University of Arkansas has made its expenditures accessible to online inspection at a web site at this address: [http://openua.uark.edu](http://openua.uark.edu)

The financial transparency web sites list information that is subject to the state Freedom of Information Act, which means it does not include employees' social security numbers. It doesn't include a private vendors' tax information or information that would give other businesses a competitive advantage in bidding on state projects.

**Louisiana**

Submitted by Ruby Johnson and Michael Menszer

![Louisiana Capitol Building](image)

The state of Louisiana turned 200 this year, and the birthday happened to fall within the 2012 Regular Session. On April 30, the House and Senate met in a joint session to commemorate the bicentennial of Louisiana becoming the 18th state of the Union. State and local officials, Louisiana–born celebrities, and foreign dignitaries from France, Canada, and Spain attended the formal celebration.

As the main event, officials from the United States Postal Service unveiled the Louisiana Statehood Forever stamp on the House Floor. The stamp features a photograph of Flat Lake, the largest river swamp in the United States, captured by local photographer C. C. Lockwood.

The program also included the presentation of colors by the Louisiana National Guard, prayers for the state, a gift exchange with the Québec minister of international relations and francophone affairs, and performances by Louisiana musicians. The celebration on the House floor concluded with a beautiful rendition of "You Are My Sunshine," an official state song of Louisiana linked to former governor Jimmie Davis.
The event served as a timely link to the past for a newly elected legislature still contending with term limits that first took effect in 2007. This year, term limits forced out both House Speaker Jim Tucker, who was succeeded in January by Speaker Chuck Kleckley, and Senate President Joel Chaissson. Interestingly, Chaissson's successor, President John A. Alario, Jr., is a former two-time Speaker of the House who left the House's ranks during the first round of term limit-created vacancies. Alario had served in the House for 36 years and has served uninterrupted in the Louisiana Legislature since 1972. As you can see, the Louisiana Legislature has managed to maintain some continuity despite term limits.

**North Carolina**

The North Carolina General Assembly launched a pilot program during the 2012 session to provide members and staff with a portal to information pertinent to General Assembly activities and responsibilities. The "Member Dashboard" is designed to supply members with the tools necessary to electronically follow chamber related activities, manage bills, electronically co-sponsor bills and review committee information. The application is designed to be used on both computers and tablet devices.

The application was overwhelmingly received and our IT staff is diligently working to fine tune and enhance the program for the 2013 Session.

**Virginia**

**Goings-on of Note in the Virginia House Clerk's Office**

Ah, Virginia – the blessed Mother of us all. We certainly love our storied history, but sometimes the legislative process writ large more appropriately conjures the image of a three-ring circus with the balls and spinning plates on the poles up in the air. Well, if I've learned anything in my tenure as Clerk of the House it's how to be an artful juggler. Fortunately, I work with amazing folks who know how to wow 'em.
The Virginia House currently has four major technology balls in the air: 1) a major website redesign; 2) an iPad pilot project that's about to expand to all 100 delegates; 3) a new way of electronically filing (e-filing) legislation by delegates and senators; and 4) the migration of House e-mail and application development from Lotus Notes to Microsoft's cloud solution, Office 365 and Sharepoint online. While doing all of this, the House and Senate Clerks' staffs are preparing to host the 2012 ASLCS PDS to boot.

Here are the highlights:

First, for over two years, the Virginia House has been working jointly with the Senate Clerk's Office and the Division of Legislative Automated Systems on the redesign of the Virginia General Assembly website. The website will have a modern look, incorporating social media tools and an advanced navigation system. A new logo for the website was developed, which will create a branded look for the website and subsites. Equally important is the design of a content management system, with website content to be stored in a database. This feature allows for the updating of the website by the "owners" of the content, rather than relying solely on IT staff for updates. The planned release date for the new website is late September, and at that time, will accessible at the new URL of virginiageneralassembly.gov.

Second, most delegates carry, in addition to their House-issued laptop, at least one or more personal laptops. Thus, when the iPad was released, the House Clerk's Office quickly began evaluating whether it would better meet the needs of our members, due to its portability, long battery life and ease of use. Prior to the 2011 Session, the House Clerk's Office issued iPads to a pilot users group of 16 House members. Also, an iPad app was developed for House members' use in committee meetings and floor sessions. The app displays committee and floor agendas and allows members to view the text of bills on the agenda, make personal notes on the bills and view amendments and votes. The app was so well received during the 2012 Session that members made use of their personal iPads, and in a few instances even purchased iPads, so that they could use the app. This pilot group will be phased out this year with the purchase of iPads for all 100 House members.

Third, for the 2012 Session, House and Senate members were able to request legislative drafts, as well as review them, online via a secured interface. The obvious next step in that process was for members to electronically submit these drafts to their respective front desks. Thus, the House and Senate Clerks' Offices have conducted detailed process reviews this year, collaborating with staff in Legislative Services and the Division of Legislative Automated Systems. These evaluations have generated good discussions about our respective legislative processes and the possibility of a paperless process. Delegates and senators are able to "e-file" legislation in lieu of
presenting a paper bill to their front desk staffs. While the upcoming innovations do not translate to a completely paperless process at this time, it moves us in that direction and will make bill introduction easier for members, and hopefully streamline some of the processes used previously.

Finally, the largest and most difficult technology ball currently in the air is the House's migration from Lotus Notes to Microsoft's Office 365. The House has used Notes for e-mail and calendar functions since 1992. Most internal legislative and business applications, including the House's intranet, patron notices, Chamber Automation, and fiscal/payroll databases also are in Lotus Notes. House IT staff conducted an evaluation of Google and Microsoft products, and in February 2012, issued an RFI, which was awarded to Microsoft. By December of this year, all 380 House mailboxes will be migrated to Microsoft's cloud-based email system, Office 365.

This change will allow users to access their e-mail and calendar through a consistent program – their web browser – from anywhere. It also gives users the option to access their account through Outlook, if they choose. House IT staff are dubbing this new option the "Partly Cloudy Solution." Another advantage that will be realized is the ability of users to perform functions and access systems – previously limited to their office desktop computer – from home or while traveling. For example, staff managers will be able to receive and approve staff leave requests from the browser or their mobile phones. House IT has mapped out a four-to-five year migration plan for all House applications. The House intranet, or "Dela," is being unveiled in Sharepoint this fall, along with a few other high priority databases. This project brings to mind the saying, "Change is hard because people overestimate the value of what they have and underestimate the value of what they may gain by giving that up." This migration project is presenting the opportunity to reevaluate business procedures that have been in place for, in some cases, many long years. This process alone is helping the House Clerk's Office improve procedures, streamline databases and make life a little easier for members and staff alike – but not without some give and take and little heartburn along the way.

Exercising the skills of moving and managing many objects simultaneously is a real necessity in the legislative arena. So, too, is having the willingness and ability to change, adapt, innovate and improve. The Virginia House Clerk's Office is staying busy. It's how vibrant, healthy and productive organizations move forward.