Paperless Bill Drafting & Editing

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Virginia Division of Legislative Services
(804) 786-3591 x226
nbrenner@dls.virginia.gov
Bill Drafting System (BDS)

- What is BDS?
- Used by Division of Legislative Services (DLS), created and supported by Division of Legislative Automated Systems (DLAS)
- Outside DLS: used by members of the General Assembly, Governor’s Office, agencies from all three branches, Secretaries, etc.
Bill Drafting Process

- Patron Request
- Assigned to Drafter
- Drafted
- Edited
- Drafter Review
- Patron Review
- Manager Review
- Bill Filing
Bill Request by Patron

Thomas Jefferson drafting for member (Thomas Jefferson)
Return to Patron Report

Submit Request: Once this request is submitted, it cannot be modified online. Contact the Division of Legislative Services for assistance.

Pursuant to Va. Code § 30-28.18, I request that the Division of Legislative Services prepare a:

- Bill
- Resolution
- Joint Resolution

Subject: Finance & Taxation

Please describe your request:

Eliminate the corporate income tax.

Please attach documents that may further explain your request.

<table>
<thead>
<tr>
<th>Selected File</th>
<th>Description of Attachment</th>
</tr>
</thead>
<tbody>
<tr>
<td>Attach Documents here:</td>
<td>Browse...</td>
</tr>
<tr>
<td>Attach Documents here:</td>
<td>Browse...</td>
</tr>
<tr>
<td>Attach Documents here:</td>
<td>Browse...</td>
</tr>
</tbody>
</table>

Individual to contact for additional information, if different from requester:

<table>
<thead>
<tr>
<th>Name</th>
<th>Telephone</th>
<th>Email</th>
</tr>
</thead>
</table>

Confidentiality

- Strict Confidentiality is requested:
  - Yes

Normal Confidentiality means that the Division may inform subsequent requesters that a similar request has already been received and may reveal the nature of the request when seeking information from anyone to assist in drafting the bill, pursuant to Virginia Code § 30-28.18. The Division will identify the original requester by name unless otherwise instructed (see below).

Subsequent Requests:
- Yes

If normal confidentiality is applied (see above), may the Division give your name to any requester who subsequently requests legislation that is substantially the same as yours in order to avoid unnecessary costs?
Patron Status Report

Statues in Patron Status Report:
- Received by DLS
- Drafter Assigned
- Contact Drafter
- Ready for filing
- Sent to Clerk
**Patron Status Report. Welcome to your Patron Status Report provided by the Division of Legislative Services.**

The 2016 Session is available for legislative draft requests. Prefiling for the 2016 Session begins November 16, 2015.

If the LD status is set to Contact Drafter, the drafter needs to have a discussion with you before moving forward with your drafting request.

**Approved For Prefiling: 1, Counts Toward Intro Limit: 0**

<table>
<thead>
<tr>
<th>Open</th>
<th>LD</th>
<th>Request Patron</th>
<th>Description</th>
<th>Status</th>
<th>Drafter</th>
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<tr>
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<td>View/Request</td>
<td>Establish a floor on regional gas taxes from HB 2313 (2013)</td>
<td>Drafted Assigned</td>
<td>Brenner, Nicole</td>
<td>2015-09-21</td>
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<td>Notes</td>
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Patron Status Report

- View a draft and email it
- Contact the drafter
- Transfer to another patron or accept a transfer
- Accept a co-patron request
- Accept patronage from an agency or the Governor’s Office
- File electronically
BDS Management

Group by:
- Bill type
- Title of Code
- Draft Status
- Draft Type
- Impacts
- Requester
- Covers
- Team
<table>
<thead>
<tr>
<th>LD</th>
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<td>Agriculture</td>
<td>2014-12-02</td>
<td>Finance and Taxation</td>
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<td>Put state spending online</td>
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<td>15103072</td>
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<td>2015-01-27</td>
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# Bill Assignment

**Bill Number:** 15105887

### LD Summaries

- Select
- Create Shuck

### LDs

#### Assignments

- **LD Number:** 15105887
- **Bill Number:**
- **Team:** Transportation
- **Manager:** Sarka, John
- **Drafters:**
  - Brenner, Nicole
- **Proofers:**
  - (not assigned)
- **Editors:**
  - (not assigned)

#### Draft Information

- **Description:**
  - Establish a floor on regional gas taxes from HB 2313 (2013)
- **Title Chiefly Affected:** 33.2
- **Affected Code Sections:**
  - 33.2 - Highways and other surface transportation
  - 34 - Homestead and other exemptions
  - 35.1 - Hotels, restaurants, summer camps
  - 36 - Housing
  - 37.3 - Behavioral health and developmental disabilities

#### Draft Status

- **Drifter:**
  - 2015-09-21
- **Proofer:**
  - Yes
- **Editor:**
  - Yes
- **Manager:**
  - Yes
- **Covered:**
  - Yes

### Overview

- **Date Created:** 2015-02-21
- **Time:** 12:22:00 PM
- **Chief Patron:** Brenner, Nicole
- **Committee:**
- **Drafting Status:** 02 Draft Assigned
- **Requester:**
- **Requested By:** Thomas Jefferson
- **Confidentiality:** Normal
- **Release to Requester:** Yes
- **Contact Drafter:** No

### Original Draft Requester and Requester Report

- Instructions: [X][X]

---

The image shows a screenshot of a bill assignment management system. The assignment is for Bill Number 15105887, with assignments managed by Brenner, Nicole and Sarka, John. The draft status is marked as Assigned with specific dates and roles assigned to different stages of the process.
### Drafter’s Queue

**Bill Drafting System**

![Screenshot of the Drafter’s Queue](image)

- **Drafters:** [List of drafters]
  - [Searchable!]

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<tr>
<th>Draft</th>
<th>Bill</th>
<th>Date Rec.</th>
<th>Requester</th>
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<td>Increase maximum fine for traffic offenses to $1,000.</td>
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**Notes to self or proofers, etc.**

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<td>Editor:</td>
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<td>Manager:</td>
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<td>Send Substitute:</td>
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<td>Budget Estimate:</td>
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**Supporting Documents**

- Documents Attached By Requester
- Documents Attached By DLS
- Scan Doc
SENATE BILL NO. ______

A BILL to amend and reenact § of the Code of Virginia and to amend the Code of Virginia by adding a section numbered, relating to.

Be it enacted by the General Assembly of Virginia:

1. That § of the Code of Virginia is amended and reenacted and that the Code of Virginia is amended by adding a section numbered __ as follows:

In the text boxes provided, enter the code section(s) or other text you wish to insert.

1
2
3
4
5
6
7
8
9
10
11
12

Insert Text
# Drafting Status

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Proofing and Editing

- Review “draft-completed” bills and summaries
- Check shuck
- First read and second read
- Make changes in track changes
- Add comments
B. The Board shall allocate each year from all funds made available for highway purposes such amount as it deems reasonable and necessary for the maintenance of roads within the Interstate System, the primary state highway system, and the secondary state highway system and for city and town street maintenance payments made pursuant to § 33.2-319 and payments made to counties that have withdrawn or elect to withdraw from the secondary state highway system pursuant to § 33.2-366. Of the funds allocated for maintenance, 0.05 percent or at least $10 million shall be spent to mitigate sediment pollution created by runoff from highways within the systems of state highways.
Bills sent to Patron
Finalization of draft

### Original 15105887

**Update**  |  **Create Draft**
---|---

### LD Summaries

- **Select**
  - Create Shuck

### LDs

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### Assignments

**LD Number:** 15105887  
**Bill Number:**

- **Received By:** Brenner, Nicole
- **Team:** Transportation
- **Manager:** Garka, John
- **Drafter:** Brenner, Nicole
- **Proofer:** Wagner, Vigi
- **Editor:** Hausenfluck, Lilli

### Draft Information

**Description:** Establish a floor on regional gas taxes from HB 2313 (2013)

**Title Chiefly Affected:**

- 33.2 - Highways and other surface
t
- 34 - Homestead and other exempt
- 35.1 - Hotels, restaurants, summer
- 36 - Housing
- 37.2 - Behavioral health and develop

**Affected Code Sections**

- **Bill Type:** Bill
- **Draft Type:** Bill

### Draft Status

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**Patron Report**

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The 2016 Session is available for legislative draft requests. Profiling for the 2016 Session begins November 16, 2015.

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2015 SESSION

HB 1603 Identification cards, special; contents on DMV issued

introduced by: Robert G. Marshall | all patrons ... notes | add to my profiles

SUMMARY AS PASSED HOUSE: (all summaries)

Special identification cards. Allows parents or guardians when the applicant is a minor to request special identification cards issued by DMV to indicate, that the applicant (i) is an insulin-dependent diabetic, (ii) is hearing or speech impaired, or (iii) has an intellectual disability, as defined in § 37.2-100, or autism spectrum disorder, as defined in § 38.2-3418.17. Current law allows only the applicant to request a special identification card.

FULL TEXT
01/08/15 House: Prefiled and ordered printed: offered 01/14/15 15103063D pdf | impact statement
01/20/15 House: Committee substitute printed 15103876D-H1 pdf | impact statement
02/19/15 House: Bill text as passed House and Senate (HB1603ER) pdf | impact statement
03/16/15 Governor: Acts of Assembly Chapter text (CHAP0167) pdf
Improvements over the years

- Request deadline
- Emails
- Release to Requester
- E-filing by agencies
- Submission of Substitutes!
- Flags in drafting queue
- Submission of line amendments – coming in 2016!
Questions?

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