

# NORTH DAKOTA LEGISLATIVE COUNCIL

Minutes of the

## LEGISLATIVE MANAGEMENT COMMITTEE

Tuesday, March 7, 2006  
Harvest Room, State Capitol  
Bismarck, North Dakota

Senator Bob Stenehjem, Chairman, called the meeting to order at 2:00 p.m.

**Members present:** Senators Bob Stenehjem, John M. Andrist, Randel Christmann, David O'Connell; Representatives Rick Berg, Merle Boucher, Matthew M. Klein, David Monson

**Members absent:** Senator Michael A. Every; Representative Scot Kelsh

**Others present:** Jack McDonald, North Dakota Newspaper Association, Bismarck

Warren Tvenge, Dora Burthold; Tvenge Associates Architects & Planners PC, Bismarck

Ken Svedjan, State Representative, Grand Forks

Larry J. Robinson, State Senator, Valley City

Jim Gienger, Enterprise Solutions, Inc., Bismarck

Richard T. Lu, PTC, California

Nancy Odell, PTC, Tampa, Florida

Mike Bray, PTC, Idaho Falls, Idaho

Diane Gratton, PTC, Seattle, Washington

Terry Traynor, North Dakota Association of Counties, Bismarck

Tom Tupa, APT, Bismarck

David Kramer, Capstone, Omaha, Nebraska

Dale Wetzal, Associated Press, Bismarck

Tom Rafferty, Bismarck Tribune, Bismarck

John Boyle, Facility Management Division, Bismarck

David Peske, North Dakota Medical Association, Bismarck

Brad Fay, Bismarck

Jim W. Smith, Maryann F. Trauger, Karen J. Mund; Legislative Council, Bismarck

**It was moved by Representative Klein, seconded by Senator O'Connell, and carried on a voice vote to approve the minutes of the November 16, 2005, meeting of the committee.**

### CAPITOL FIRE SUPPRESSION PROJECT

Mr. John Boyle, Director, Facility Management Division, described plans for the Capitol fire suppression project. He said bid opening is scheduled for March 30, 2006, the project should start by May 1, 2006, and the project should be completed by August 2007.

Mr. Boyle said a contractor's staging area is planned north of the mailroom door which would result in a loss of 36 parking spaces, including handicapped parking spaces. He said 10 handicapped parking spaces need to be relocated from this area. He

proposed relocating those spaces to the east end of the west parking lot, which is used by legislators during a legislative session. The west parking lot contains 177 spaces--141 assigned to legislators, 31 assigned to Legislative Assembly employees, 4 assigned to the press, and 1 assigned to the doctor of the day. He referred to schematics of the west parking lot which showed the easternmost four nonhandicapped parking spaces in each row being designated as handicapped parking spaces. He said the 12 parking spaces would provide for 8 regular handicapped spaces and 2 van-accessible spaces.

Mr. Boyle said parking at the Capitol complex is very tight during a legislative session. He said employees on floors undergoing construction during the fire suppression installation project would be relocated off-campus so the parking spaces normally used by those employees would be roughly equivalent to the spaces lost to the staging area. He said Fleet Services will be requested to provide about 30 spots north of the maintenance building.

Representative Berg inquired as to a plan for about 100 to 150 more parking spaces on the Capitol grounds. Mr. Boyle said the year 2000 master plan proposes a parking garage in place of the west lot which would provide about 200 more parking spaces and which would connect to the Capitol through a tunnel. He said an alternative is to lay more asphalt and provide parking in the northwest corner of the Capitol grounds.

In response to a question from Senator Stenehjem, Mr. Boyle said a temporary gravel lot by the substation north of the Capitol is planned for parking for the contractor's employees--about 30 parking spaces. He said there are also plans for adding 60 parking spaces south of the Liberty Memorial Building so as to reduce parking along the mall.

Chairman Stenehjem announced that a decision on whether to permit relocation of the handicapped parking spaces to the west lot would be delayed to allow a review of alternative parking spaces on the Capitol grounds.

Chairman Stenehjem requested the Legislative Council staff to invite a representative of the Highway Patrol to the next committee meeting to discuss Capitol security issues during a legislative session as well as during the interim.

## LEGISLATIVE SPACE NEEDS

Chairman Stenehjem recognized Mr. Warren Tvenge, Tvenge Associates Architects & Planners PC, for presentation of concepts for two new committee rooms on the ground floor of the legislative wing. A copy of each concept is on file in the Legislative Council office.

Mr. Tvenge presented Concept 1, which remodels the bill and journal room into two committee rooms and a smaller bill and journal room at an estimated cost of \$168,000. He said Concept 1 was originally presented to the committee at its November meeting. He said Concept 1 includes a sound-deadening folding divider between the two meeting rooms. He said the cost of the folding divider is approximately \$25,000, which could be reduced by about two-thirds if a solid wall were used in place of the folding divider.

Representative Berg said Concept 1 with a folding divider is appropriate for House Appropriations Committee subdivisions. He inquired whether a solid wall would be better than a folding divider. Mr. Tvenge said a solid wall would provide better sound-deadening acoustics between the two meeting rooms. He said the more a folding divider is opened and closed, the more the gaskets and other installation qualities are damaged which reduces the sound-deadening features.

Senator Andrist said in the future, there may be little need for a bill and journal room because of the ever-increasing use of the Internet for people to view copies of bills, journals, calendars, and committee hearing schedules.

In response to a question from Senator Christmann, Mr. Tvenge said gypsum wallboard would be one-third the cost of a foldable divider. He said he would not advise using movable gypsum panels because of the increased cost of such panels as well as the fact that seldom are those panels, which usually are placed in tracks affixed to the floor and ceiling, moved. He said if a door were placed between the bill and journal room area and one of the meeting rooms in order to allow easier access from the bill and journal room, this would result in loss of wall space for shelves in the bill and journal room and meeting room seating space due to the door opening as well as increased noise levels in the meeting room due to the activities of the bill and journal room.

In response to a question from Senator Andrist, Mr. Tvenge said the estimate for the heating/ventilation/air-conditioning (HVAC) is high because the plans provide for five heat pumps--two in each meeting room as well as one in the bill and journal room--to replace the one large and noisy HVAC unit in the current bill and journal room area. He said the estimate also includes connecting those five heat pumps to the Capitol's central control system.

Representative Berg said Concept 2, which provides for one large room without a foldable divider and without a bill and journal room area shows what

could be done in the future if there is no need for a bill and journal room as used currently.

Mr. Tvenge reviewed the plan for remodeling the House locker room. He said the meeting room area covers 533 square feet and the plan provides for 9 table chairs and 24 side chairs. He said the cost estimates include general construction of \$22,000, HVAC of \$17,300, electrical of \$15,000, and furnishings of \$12,600, for a total estimated cost of \$66,900. He said heating and cooling units are placed on the floor similar to those in the Brynhild Haugland Room because no access is available through the ceiling.

Representative Berg inquired as to the feasibility of using Concept 1 with one meeting area and locating a wall to separate the area into two parts--one-third to be used for a coatroom for representatives and two-thirds for a larger meeting room.

Senator Andrist said he prefers Concept 1 with either a folding partition or a solid wall. He said the Legislative Assembly does have a large hearing room for accommodating larger crowds. He said he is not in favor of eliminating the House locker room.

Representative Monson agreed with Senator Andrist and said the need is for two smaller committee rooms, which would eliminate the handicap accessibility issue with the House Conference Room by moving the Government Operations Division of the House Appropriations Committee to one of the new committee rooms. He said this would also provide a meeting room for the Government Performance Division of the committee, which would allow retention of the House locker room. He said Concept 1 with a solid wall would solve the immediate problems.

Representative Berg said Concept 1 with a solid wall would provide better sound-proofing than a folding divider and would address current needs. In the future, he said, if more space is needed, the space used for meeting rooms could be expanded.

Senator Stenehjem said \$200,000 was appropriated for the projects concerning legislative space. He said the Senate initially approved \$100,000 to provide for replacement of meeting room tables and chairs. He noted that some tables are very rough and damage clothing and many members' chairs are wobbly and need to be replaced. He said the House added \$100,000 to provide for two additional committee meeting rooms. He said it appears \$150,000 will be used for providing and furnishing two new House committee rooms. He said \$50,000 should be allocated for replacing Senate committee room tables and chairs.

Representative Monson said the money should be used where the needs are, regardless of whether it is House or Senate needs.

Senator Stenehjem said that sounds fine but the chairman was criticized last session for the decision on the sound system and he does not want to go through that again. He said resolving this issue now would eliminate questions over which chairs and which tables in which rooms would be replaced.

**It was moved by Representative Klein and seconded by Representative Monson that the bill and journal room be renovated according to Concept 1 except a solid wall rather than a foldable divider be used to separate the two meeting room areas.**

Senator Stenehjem said he would oppose this motion unless a decision is made on the entire amount available for committee room remodeling as well as committee room furnishings.

Senator Christmann suggested that \$150,000 be used for House meeting rooms and \$50,000 be used for Senate meeting room tables and chairs.

Senator Andrist suggested that the portion remaining after the bill and journal room renovation be earmarked for Senate meeting room improvements.

**Representative Klein, with the consent of his second, withdrew his original motion. It was moved by Representative Klein, seconded by Representative Monson, and carried on a roll call vote that the architect be authorized to advertise for bids to renovate the bill and journal room according to Concept 1 as presented by the architect, except that a solid wall rather than a foldable divider separate the two meeting room areas and that bill and journal room furnishings but not committee room furnishings be included in the bids, and that the Legislative Council chairman be authorized to award the contract to the best bidder or bidders.** Senator Andrist and Representatives Berg, Boucher, Klein, and Monson voted "aye." Senators Stenehjem, Christmann, and O'Connell voted "nay."

### **LEGISLATIVE APPLICATIONS REPLACEMENT SYSTEM PROJECT**

The chairman called on Mr. Jim Gienger, Enterprise Solutions, Inc., to review the status of the legislative applications replacement system project. He said Arbortext was awarded the contract for Phase I of the project. He said Arbortext is now part of PTC. He described the process to date. He said milestones have been established and PTC has been onsite several times since January. In February, he said, PTC was onsite about every other week, reviewing manuals and interviewing stakeholders--approximately 20 people, including Legislative Council staff, state agency personnel, and session employees, including the Chief Clerk of the House, the Senate journal reporter, and chief committee clerks. He said this phase involves an analysis that includes delivering a lot of documentation. In March, he said, questionnaires will be sent to every legislator. By the end of May, he said, the design is to be completed and by the end of June a budget, cost-benefit analysis, and implementation plan are to be completed.

The director said an e-mail was sent to all members of the committee last week encouraging each member to meet with representatives of PTC to

review needs of legislators with respect to legislative applications. He said no members of the committee had responded to the invitation to meet with PTC and he encouraged members of the committee to do so in order that they can have input and voice any concerns they have. He said members of the Budget Section, which is meeting March 8, 2006, also will be invited to meet with PTC.

### **LEGISLATIVE ASSEMBLY WELLNESS PROGRAM**

Ms. Karen J. Mund, Legislative Administrator, described the wellness program as required by North Dakota Century Code (NDCC) Section 54-52.1-14 as enacted by 2003 Senate Bill No. 2060. She said the Public Employees Retirement System Board is required to develop an employer-based wellness program encouraging employers to adopt a board-approved wellness program by either charging extra health insurance premiums to nonparticipating employers or reducing premiums to participating employers. She said the program will start July 1 and state agencies are working on developing programs and applying to the Public Employees Retirement System for program approval. She said the encouragement for adoption of a program is a 1 percent of health insurance premium charge to agencies that do not participate in the wellness program. She said the deadline for submitting an application was January 2006 and the application submitted on behalf of the Legislative Assembly provided for three activities, which are now presented to the committee for approval. She said the mandatory activity is to communicate wellness materials provided by the Public Employees Retirement System and Blue Cross Blue Shield of North Dakota to individual employees on a monthly basis and to promote the Public Employees Retirement System smoking cessation program to employees.

Ms. Mund said optional activities involve two different activities. She said different wellness activities must be developed each year. She said one proposed activity for 2006 is to e-mail all legislators and request that they sign up for the monthly Healthy Choices newsletter from Blue Cross Blue Shield of North Dakota, which is distributed via e-mail. She said three legislators do not have state computers but the goal is to have 100 percent participation by those who have computers.

Ms. Mund said the second proposed activity is to provide a stress management program to all legislators. Under this activity, she said, the employee assistance program (EAP) provider (St. Alexius) would distribute written materials, schedule a speaker, and provide evaluation materials. She said e-mails and written materials would be distributed to all legislators after the November election and a presentation by the EAP would be made to all legislators during the organizational session. She

said this would give 100 percent participation to the Legislative Assembly. She said offering this program before a legislative session would be the most beneficial time for a stress management program.

Representative Berg said he would like to see the program involve testing throughout the legislative session. Ms. Mund said there is an evaluation aspect of the stress management program and this program would only be for July 1, 2006, through June 30, 2007. She noted that different wellness activities have to be developed for each year. She said the stress management activity appeared to fit nicely with all legislators being in Bismarck during the organizational session in 2006.

**It was moved by Representative Monson, seconded by Representative Berg, and carried on a roll call vote that the wellness program for the Legislative Assembly as proposed to the committee be adopted for 2006.** Senators Stenehjem, Christmann, and O'Connell and Representatives Berg, Boucher, Klein, and Monson voted "aye." No negative votes were cast.

## **SESSION ARRANGEMENTS**

### **Legislative Internship Program**

The assistant director reviewed the legislative internship program. He said 12 interns were authorized for the 2005 program. He said the usual allocation of interns is eight from the University of North Dakota School of Law, two from the University of North Dakota graduate school, and two from the North Dakota State University graduate school. In 2005, 10 were from the School of Law and 2 were from the University of North Dakota graduate school because North Dakota State University did not provide any interns. He said the critical element of an intern's duties is preparation of amendments. He said this duty as performed by law school students is especially important to the Legislative Council staff.

The director said the difficulty with the North Dakota State University's involvement is finding an administrator to be responsible for administering the program. He said the program used to be administered by a member of the political science department staff but that individual is no longer involved in the program.

The assistant director reviewed the stipend provided to the participants in the legislative internship program. He said interns are not "employees" but are students participating in a program for course credit and thus do not receive compensation but receive a stipend. He said law school accreditation standards do not permit paying compensation to students while taking coursework. He said the program is a three and one-half-month program and the stipend was \$1,600 per month (\$5,600 for three and one-half months) in 2005. He said the Legislative Council staff recommends that the stipend be increased to \$1,730 per month (\$6,055 for three and one-half months), based on a 4 percent increase each year. Because of the difficulty in the past of filling slots allocated to the

graduate programs, he said, the committee may wish to authorize reallocation of interns to individual schools as needed to fill the program.

Representative Berg said the internship program is a good program and he would like to see interns available for the leadership.

The assistant director said the committee traditionally has authorized employment of a director of interns to be paid from Legislative Assembly funds. He said the Legislative Council staff has absorbed the responsibilities of a director of interns during the recent legislative sessions and this authority would be used only if circumstances warranted and a person can be found with adequate experience with respect to the legislative process.

**It was moved by Representative Berg, seconded by Representative Klein, and carried on a roll call vote that the legislative internship program be continued for the 2007 legislative session on the same basis as it was for the 2005 legislative session, that the stipend for each intern be increased to \$1,730 per month, that the director of the Legislative Council be authorized to reallocate intern positions among participating entities as needed, and that the director of the Legislative Council be authorized to employ a director of interns to be paid from Legislative Assembly funds.** Senators Stenehjem, Andrist, Christmann, and O'Connell and Representatives Berg, Boucher, Klein, and Monson voted "aye." No negative votes were cast.

## **Addresses and Reports**

The assistant director said the committee traditionally has authorized the Legislative Council staff to contact the Governor with respect to arrangements for the State of the State address to a joint session of the Legislative Assembly on the first legislative day, to contact the Chief Justice with respect to a presentation of the State of the Judiciary address to a joint session on the second legislative day, and to extend an invitation to have a representative of the Indian tribes to address each house of the Legislative Assembly on the third legislative day of each session since 1985. Representative Berg said this address has been to a joint session since 2003.

The assistant director described the committee's traditional responsibility of indicating a preference for a report by the chairman of the Legislative Compensation Commission to each house of the Legislative Assembly. He said the report has been given in written form to the presiding officers since 1993.

The assistant director said NDCC Section 4-24-10 requires 13 agricultural commodity promotion groups to file a uniform report at a public hearing before the standing Agriculture Committee of each house. He said the report must be filed between the 1st and 10th legislative days. In 2000, 2002, and 2004, he said, the Legislative Management Committee

designated the second legislative day the Agriculture Committees meet as the day for a joint hearing by the Senate and House Agriculture Committees to receive this report. He said this would be Friday, January 5, 2007.

The assistant director said 2005 Session Laws, Chapter 57, Section 4, requires the Agriculture Commissioner, the Bank of North Dakota, and the North Dakota Stockmen's Association to provide a joint report regarding the livestock loan guarantee program to the standing Agriculture Committee of each house. He said the report must be provided between the 1st and 10th legislative days. To avoid conflict with the commodity promotion groups' report, he said, the committee could designate the fourth legislative day the Agriculture Committees meet as the day for the Senate and House Agriculture Committees to receive this report. He said this would be Friday, January 12, 2007 (the 8th legislative day).

The assistant director referred to NDCC Section 54-60-03, which requires the Commissioner of Commerce to report between the 1st and 10th legislative days to a standing committee of each house of the Legislative Assembly as determined by the Legislative Council with respect to the department's goals, objectives, activities, measurable results, and commerce benchmarks. In 2003 and 2005, he said, this report was given to the Industry, Business and Labor Committees on the second day those committees met. He said this would equate to Tuesday, January 9, 2007. He said the Industry, Business and Labor Committees would not meet the first week of the 2007 legislative session because the Legislative Assembly is scheduled to convene on Wednesday, January 3, 2007.

**It was moved by Senator Christmann, seconded by Representative Berg, and carried on a roll call vote that:**

- **The Legislative Council staff be requested to contact the Governor with respect to the time for a joint session to hear the State of the State address by the Governor on the first legislative day (Wednesday, January 3, 2007), to contact the Chief Justice to make plans for the State of the Judiciary address to a joint session on the second legislative day (Thursday, January 4, 2007), and to invite a representative of the Indian tribes to address the Legislative Assembly on the third legislative day (Friday, January 5, 2007);**
- **The Legislative Council staff be requested to notify the chairman of the Legislative Compensation Commission that a written report of the commission should be submitted to the presiding officer of each house in lieu of an oral report to each house;**
- **The second legislative day the Agriculture Committees meet (Friday, January 5, 2007) be designated as the day for a joint hearing**

**by the Senate and House Agriculture Committees to receive the report of the agricultural commodity promotion groups under NDCC Section 4-24-10;**

- **The fourth legislative day the Agriculture Committees meet (Friday, January 12, 2007) be designated as the day for the Agriculture Committees to receive the report regarding the livestock loan guarantee program; and**
- **The Commissioner of Commerce report to the Industry, Business and Labor Committees on the second day those committees meet (Tuesday, January 9, 2007).**

Senators Stenehjem, Andrist, Christmann, and O'Connell and Representatives Berg, Boucher, Klein, and Monson voted "aye." No negative votes were cast.

## **LEGISLATIVE INFORMATION SERVICES**

### **Legislative Document Subscription Program**

The assistant director reviewed a memorandum entitled [Legislative Document Subscription Program](#). The memorandum reviews subscription fees for legislative documents during the 2005 legislative session and the cost of printing those documents. The memorandum also lists proposed fees for the 2007 legislative session. He said the practice has been to base subscription fees on the cost of printing the various documents during the previous session divided by the number of documents printed. The number of paying subscribers for the particular documents in 2005, the total number of subscribers (state agencies can receive documents without charge), the number of paying and total subscribers in 2003 if different from 2005 (in brackets), the 2005 subscription fees, and cost and number of legislative documents printed in 2005 are:

- Eleven out of 98 [versus 14 out of 43 in 2003] entities paid \$150 [versus \$120 in 2003] each to pick up a set of bills and resolutions, and no entity paid \$260 [versus \$230 in 2003] to receive a set by mail. Thirty-seven out of 69 [versus 39 out of 73 in 2003] entities paid \$280 each to pick up a set of bills and resolutions, which included engrossed bills and resolutions, and two paid \$455 each to receive a set by mail. The cost of printing 325 copies of introduced bills and resolutions and 200 copies of engrossed bills and resolutions was \$79,669.95 [versus 350 and 200 copies for \$79,608 in 2003].
- Eighteen out of 48 [versus 22 out of 60 in 2003] entities paid \$80 [versus \$70 in 2003] each to pick up a set of journals, and one entity paid \$190 [versus \$170 in 2003] to receive a set by mail. The cost of printing 750 copies of the journals and providing pressboard covers was \$67,806, or approximately \$90 per set [versus

850 copies for \$83,750.76 or \$99 per set in 2003].

- Twelve entities paid \$30 each to receive the journal index. The cost of printing 227 copies of the journal index was \$5,150, or approximately \$23 per index [versus \$6,148.50 or \$25 per index in 2003].
- Five entities paid \$350 [versus 7 that paid \$325 in 2003] each to pick up the bill status report, and one entity paid \$460 [versus \$435 in 2003] to receive the report by mail. The cost of printing 29 bill status reports was \$9,904.78, or approximately \$342 each [versus 37 reports for \$18,702.02, or \$370 each in 2003].
- No charge was made for picking up daily calendars (printed at a cost of \$32,720.32) [versus \$28,456.30 in 2003], 19 entities subscribed to pick up daily calendars [versus 52 in 2003], and one entity paid \$55 to receive the calendars by mail.
- No charge was made for picking up committee hearing schedules, printed at a cost of \$9,025.50 [versus \$9,751.50 in 2003], 20 entities subscribed to pick up hearing schedules [versus 59 in 2003], and one entity paid \$30 to receive the schedules by mail.

The assistant director said the proposed 2007 legislative document subscription fees reflect the cost of printing the documents in 2005 divided by the number of documents. He said the changes from 2005 include increasing the proposed introduced bill price from \$150 to \$160 and the proposed price to receive introduced and engrossed bills from \$280 to \$290 based on attribution of two-thirds of the 2005 print cost divided by 325 sets (\$160) to introduced bills and one-third of the 2005 print cost divided by 200 sets (\$130) to engrossed bills. He said the proposed prices also provide for increasing the price for subscribing to the daily journals from \$80 to \$90.

**It was moved by Representative Berg, seconded by Senator Christmann, and carried on a roll call vote that for the 60th Legislative Assembly:**

- **A complete set of bills and resolutions as introduced and printed or reprinted be available from the bill and journal room only after payment of a subscription fee of \$160, with a set to be mailed after payment of an additional fee of \$110.**
- **A complete set of bills and resolutions as introduced and printed or reprinted, including a set of all engrossed and reengrossed bills and resolutions, be available from the bill and journal room only after payment of a subscription fee of \$290, with a set to be mailed after payment of an additional fee of \$175.**
- **A complete set of daily journals of the Senate and House be available from the bill and journal room only after payment of a**

**subscription fee of \$90, with a set to be mailed after payment of an additional fee of \$110.**

- **The index to the House and Senate journals be available only after payment of a subscription fee of \$30.**
- **A printed bill status report be available from the bill and journal room only after payment of a subscription fee of \$350, with the report to be mailed after payment of an additional fee of \$110.**
- **House and Senate daily calendars and weekly committee hearing schedules be available at no charge if picked up from the bill and journal room, but a set of House and Senate daily calendars be mailed by the bill and journal room only after payment of a fee of \$55 and a set of weekly committee schedules be mailed by the bill and journal room only after payment of a fee of \$30.**
- **State agencies and institutions and representatives of the media as determined under Joint Rule 802 be able to obtain copies of bills and resolutions as introduced and printed, daily journals, daily calendars, and committee hearing schedules without payment of subscription fees.**
- **Two copies of the bill status report be provided to the press room in the State Capitol without payment of subscription fees.**
- **No more than five copies of a limited number of bills and resolutions be obtained without charge as provided by Joint Rule 603.**

Senators Stenehjem, Andrist, and Christmann and Representatives Berg, Boucher, Klein, and Monson voted "aye." Senator O'Connell voted "nay."

## LEGISLATIVE RULES

The assistant director referred to a memorandum entitled [House and Senate Rule Differences](#). He said the memorandum identifies substantive differences between the Senate and House rules. He said the Legislative Council staff would prepare rules amendments to address the differences for those areas that would not affect procedural matters and present those rule changes to the committee at its next meeting.

## MISCELLANEOUS MATTERS

At the request of Chairman Stenehjem, Ms. Mund described the recent mailing to legislators pointing out the ConnectND/PeopleSoft self-service process. She said the ultimate goal is for paperless payroll information for state employees who have their pay directly deposited into a financial institution. She said those employees currently receive a letter-sized document that appears to be a photocopy of a paycheck as well as payroll deduction information.

She said this information is available through PeopleSoft by signing online and as of May 1, 2006, state employees with direct deposit will no longer receive the payroll deduction information other than by online access. With respect to legislators, she said, the decision was made to continue to send paper information to legislators who utilize direct deposit but allow a legislator to opt-in to the online access as the way of obtaining that information rather than the paper document.

Chairman Stenehjem said the next meeting will probably be the day before the next Budget Section meeting in June. No further business appearing, Chairman Stenehjem adjourned the meeting at 4:00 p.m.

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Jay E. Buringrud  
Assistant Director

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John D. Olsrud  
Director