

# NORTH DAKOTA LEGISLATIVE COUNCIL

## Minutes of the

### LEGISLATIVE PROCEDURE AND ARRANGEMENTS COMMITTEE

Tuesday, June 23, 2009  
Harvest Room, State Capitol  
Bismarck, North Dakota

Representative Al Carlson, Chairman, called the meeting to order at 8:00 a.m.

**Members present:** Representatives Al Carlson, Merle Boucher, David Monson, Kenton Onstad, Don Vigesaa; Senators Randel Christmann, Carolyn Nelson, David O'Connell, Bob Stenehjem

**Member absent:** Senator Jerry Klein

**Others present:** Allen H. Knudson, Karen J. Mund, Jason J. Steckler; Legislative Council, Bismarck

#### SUPPLEMENTARY RULES

At the request of Chairman Carlson, the assistant director reviewed the [Supplementary Rules of Operation and Procedure of the North Dakota Legislative Management](#).

With respect to the rule governing attendance through teleconference or interactive video if approved by the chairman in advance, Chairman Carlson said that he prefers that this not become a standard practice to attend meetings through teleconference calls because personal attendance is encouraged. In response to a question from Representative Monson, Representative Carlson said the rule on teleconference or interactive video attendance applies to committee members and not to receipt of testimony.

#### LEGISLATIVE COMMITTEE ROOM USE

At the request of Chairman Carlson, the assistant director reviewed the materials distributed to committee members relating to legislative committee rules. The materials included a map of the ground floor of the State Capitol indicating the legislative committee rooms; a memorandum entitled [Legislative Committee Rooms - Use - Renovation Schedule](#); a copy of the Facility Management Division policy on use of buildings, grounds, and facilities of the State Capitol; and a memorandum entitled [Guidelines for Use of Legislative Committee Rooms North Dakota State Capitol](#).

The memorandum on legislative committee room use describes Joint Rule 803, relating to use of legislative committee rooms during a legislative session, and North Dakota Century Code Section 48-08-04, relating to use of legislative committee rooms during the interim. The memorandum also describes the renovations to committee rooms during the 2007-08 interim.

The assistant director said the Facility Management Division policy contains the requirement that the entity using facilities of the Capitol complex must agree to maintain the facilities in the manner and condition those facilities were in before the entity's use of the facilities. He said the question brought before the committee is the use of those committee rooms after new tables have been installed and renovations have been completed.

Representative Carlson said it was easy to allow use of the rooms before new carpet and new tables had been installed. Now, he said, it is harder to release the rooms to use by others throughout the year.

In response to a question from Representative Vigesaa, the assistant director said committee rooms are used quite regularly during the interim.

Senator Christmann questioned whether it would be that much more difficult to require users to eat in the cafeteria rather than eat in committee rooms.

Senator Nelson suggested that no food or beverage be allowed in the committee rooms.

Representative Monson said no furniture should be allowed to be removed from committee rooms.

The director said the Facility Management Division has been authorized to schedule rooms that do not have new tables installed, and this authority is contingent upon review of the guidelines by this committee.

**It was moved by Representative Monson and seconded by Representative Vigesaa that the guidelines for use of legislative committee rooms be amended to prohibit food in legislative committee rooms, allow beverages if coasters are used, and prohibit rearrangement in or removal of furniture from the committee rooms, and that the guidelines, as amended, be approved.**

Representative Carlson said it may be difficult to enforce the restrictions on food and beverages, but at least the restrictions will be in the guidelines and users are expected to comply with the guidelines. After this discussion, **the motion carried on a roll call vote.** Representatives Carlson, Boucher, Monson, Onstad, and Vigesaa and Senators Christmann, Nelson, O'Connell, and Stenehjem voted "aye." No negative votes were cast.

The director said the Legislative Assembly appropriated \$1 million for legislative wing renovations. Unless otherwise directed, he said, the

staff will provide a list of potential expenditures and improvements to the next meeting of the committee.

### USE OF LEGISLATIVE CHAMBERS

Chairman Carlson called on the assistant director to review the [Guidelines for Use of Legislative Chambers and Displays in Memorial Hall, North Dakota State Capitol](#). The assistant director reviewed a request by the Land Department to use the House chamber on November 3, 2009, to conduct an oil and gas lease auction and a request by the North Dakota High School Activities Association (NDHSAA) to use the House and Senate chambers and legislative committee rooms for the State Student Congress on Thursday and Friday, November 5-6, 2009, and Thursday and Friday, November 4-5, 2010. He said the Legislative Management Committee last interim approved the request by the NDHSAA to use the House and Senate chambers and the legislative committee rooms in 2009, but both requests are being presented to the committee so as to inform the committee that requests by the NDHSAA are made at least two years in advance to allow for notice and scheduling by high schools around the state.

**It was moved by Representative Boucher, seconded by Senator Nelson, and carried on a roll call vote that the committee approve the guidelines and approve the requests to use the chambers and committee rooms by the Land**

**Department on November 3, 2009, and the North Dakota High School Activities Association in 2009 and 2010.** Representatives Carlson, Boucher, Monson, Onstad, and Vigesaa and Senators Christmann, Nelson, O'Connell, and Stenehjem voted "aye." No negative votes were cast.

### LEGISLATIVE DEADLINES

Senator Stenehjem requested the staff to present the 2011 legislative deadlines to the committee at its next meeting to allow the committee to review those deadlines and how rules may be revised to allow additional time for consideration of measures. He said the two-day committees seem to be pressed for adequate time, especially due to the later bill introduction deadline in the Senate.

No further business appearing, Chairman Carlson adjourned the meeting at 8:40 a.m.

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Jay E. Buringrud  
Assistant Director

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Jim W. Smith  
Director