

NORTH DAKOTA LEGISLATIVE MANAGEMENT

Minutes of the

LEGISLATIVE PROCEDURE AND ARRANGEMENTS COMMITTEE

Tuesday, December 13, 2011
Harvest Room, State Capitol
Bismarck, North Dakota

Representative Al Carlson, Chairman, called the meeting to order at 3:00 p.m.

Members present: Representatives Al Carlson, David Drovdal, Jerry Kelsh, Don Vigesaa; Senators Randel Christmann, Ralph L. Kilzer, Mac Schneider, Ryan M. Taylor, Rich Wardner

Member absent: Representative Lee Kaldor

Others present: John Boyle, Facility Management Division

Al Fitterer, Al Fitterer Architect PC, Mandan

Teri Finneman, Forum Communications, Bismarck

Dale Wetzler, Associated Press, Bismarck

Jason J. Steckler, Lori Ziegler; Legislative Council, Bismarck

It was moved by Representative Drovdal, seconded by Representative Vigesaa, and carried on a voice vote that the minutes of the November 3, 2011, meeting be approved as distributed.

LEGISLATIVE WING RENOVATION PROJECTS

Mr. Jason J. Steckler, Director, Administrative Services Division, Legislative Council, presented a PowerPoint presentation ([appendix](#)) regarding legislative wing renovation projects during the 2011-12 interim.

Committee Room Presentation Equipment

Mr. Steckler reviewed a proposal for committee room presentation equipment. He said the presentation equipment would provide the ability to display information to be viewed by committee members and the public. He said the Harvest and Roughrider Rooms were completed last interim. Because of room shapes, he said, some rooms will have projectors and screens and other rooms will have flat panel monitors at an estimated cost of \$102,760.10.

Mr. Steckler recommended approval of the purchase and installation of the committee room presentation equipment at a total cost not to exceed \$115,000.

In response to a question from Senator Kilzer, Mr. Steckler said the project should be completed within two months start to finish.

Chamber Video

Mr. Steckler reviewed a proposal for chamber video equipment. He said the equipment would provide "frontal" shots of legislators and full coverage of the chambers. He said two cameras would be mounted at the front of each chamber to cover members, and one camera would be mounted at the rear of each chamber to provide coverage of the presiding officer and the front desk. He said the equipment would provide better capability for any changes resulting from legislative rule changes relating to recording, streaming, storing, or archiving of chamber video. He said the system would be controlled in each chamber by a videographer with a control station and monitor showing views from each camera. He said an assistant sergeant-at-arms should be able to operate the control station and monitor. He said current quotes for the equipment total \$40,240, which does not include electrical work and wiring.

Mr. Steckler recommended approval of the purchase and installation of the chamber video systems at a total cost not to exceed \$46,000 as well as location of the videographer, control station, and monitor at the front desk in each chamber.

In response to a question from Representative Kelsh, Mr. Steckler said video would be archived only if legislative rules so provide.

In response to a question from Senator Schneider, Mr. Steckler said archiving of video is not feasible unless the video is indexed to assist researchers in finding the information sought, e.g., video for an entire day would need to be watched to find the part when a specific item was discussed. He said the audio system would continue to be separate from the video system, but the audio stream would be married to the video stream.

In response to a question from Senator Christmann, Mr. Steckler said he reviewed automated video positioning systems. He said those systems are not as accurate as systems controlled by videographers because the automated systems focus on a particular spot, e.g., the desk location of the member recognized by the presiding officer, while members have a tendency to move from side to side as they speak.

Computer Replacement

Mr. Steckler provided an update on the process for replacing computers used by legislators. He said the majority leaders are providing the names of legislators for a working group, and the first meeting will be scheduled after the holidays. He said the focus will be on notebook size and screen resolution. He said consideration will also be given to use of tablet computers. He said the results will be presented to the committee.

Representative Drovdal urged consideration of tablet computers. Mr. Steckler said he knows Representative Drovdal is an active user of an iPad tablet.

Representative Carlson said speed is not of the essence, and delaying acquisition of computers as late as practicable would result in obtaining the most current technology as possible before the 2013 legislative session.

Chamber Voting System

Mr. Steckler reviewed a proposal for replacing the voting system in each chamber. He said the existing system uses technology that is approximately 15 years old. He said the proposed system provides for new member voting buttons and faceplates, new software for the presiding officers and desk forces, and new full-color display boards. He said it would take 12 weeks to build the display boards and 4 weeks to complete installation and testing.

Mr. Steckler recommended approval of the project, acquisition of the system from International Roll Call, and installation of the system at a cost of approximately \$930,600.

In response to a question from Senator Schneider, Mr. Steckler said when the voting system was replaced in the 1990s, two companies submitted bids--Daktronics (which installed the system in use at that time) and International Roll Call. He said the contract was awarded to International Roll Call. Since then, he said, International Roll Call acquired Daktronics. He said the proposed system consists of Daktronics display boards and International Roll Call software. He said International Roll Call software is reliable, and service is available locally.

In response to a question from Representative Carlson, Mr. Steckler summarized the requests as acquisition and installation of committee room presentation equipment for \$115,000; chamber video equipment for \$46,000; and chamber voting system replacement for \$930,600.

In response to a question from Representative Carlson, Mr. Jim W. Smith, Director, Legislative Council, said the Legislative Assembly approved approximately \$1.3 million for these and other projects.

It was moved by Senator Wardner, seconded by Representative Kelsh, and carried on a roll call vote that the committee approve the recommended purchase and installation of committee room presentation equipment;

purchase, installation, and location of chamber video equipment; and purchase and installation of chamber voting systems. Representatives Carlson, Drovdal, Kelsh, and Vigasaa and Senators Christmann, Kilzer, Schneider, Taylor, and Wardner voted "aye." No negative votes were cast.

Removal of state.nd.us E-Mail Addresses

Mr. Steckler proposed removing the state.nd.us e-mail addresses still active for legislators. He said all legislative users have two e-mail addresses--an old xxx@state.nd.us address and the current xxx@nd.gov address. He said only the current nd.gov address is listed, but e-mail can be received from entities using the old state.nd.us address. He said much of the spam (junk mail) legislators receive is through state.nd.us addresses, e.g., the recent e-mail from "American Airlines."

Mr. Steckler requested approval of notifying all legislators and removing the old state.nd.us e-mail addresses from legislative accounts by February 1, 2012.

It was moved by Senator Wardner, seconded by Senator Christmann, and carried on a voice vote that the Legislative Council notify legislators that all state.nd.us e-mail addresses will be removed from legislative accounts (discontinued) by February 1, 2012.

Chamber Brass and Wood Refinishing

Mr. John Boyle, Director, Facility Management Division, reviewed the status of the wood and brass refinishing projects in the legislative wing. He said the Legislative Assembly appropriated \$1 million to restore the vertical wood in the chambers and hallway between the chambers and restore/refinish all brass in the chambers.

Mr. Boyle said the committee at its last meeting requested that legislator desk refinishing be part of the main project, and the legislative hall wood refinishing would be the add alternative.

Mr. Boyle said the cost to replace the desktops would be approximately three times the cost to restore and repair the desktops--\$300,000 versus \$100,000.

In response to a question from Representative Carlson, Mr. Boyle said the proposal to restore and repair the desktops is to clean and restore the desktops, patch where appropriate, and patch the fronts and drawer faces.

It was moved by Senator Wardner, seconded by Representative Drovdal, and carried on a roll call vote that the committee approve the recommended restoration and repair of the desktops rather than the replacement of the desktops. Representatives Carlson, Drovdal, Kelsh, and Vigasaa and Senators Christmann, Kilzer, Schneider, Taylor, and Wardner voted "aye." No negative votes were cast.

SESSION ARRANGEMENTS

Legislative Internship Program

The assistant director reviewed the legislative internship program. He said 10 interns were provided by the University of North Dakota School of Law for the 2011 program. He said the critical element of an intern's duty is the preparation of amendments. He said this duty, as performed by law school students, is especially important to the Legislative Council staff. He said the 2011 program also included authorization for two interns to provide support to the Appropriations Committees through the Legislative Council fiscal staff. Although Minot State University, Dickinson State University, and the University of Mary were contacted, only the University of Mary provided an intern for this purpose.

The assistant director reviewed the stipend provided to the participants in the legislative internship program. He said interns are students participating in the program for course credit and are not "employees." Thus, he said, interns receive a stipend rather than compensation. He said law school accreditation standards do not permit paying compensation to students while taking coursework.

The assistant director said the program is a four-month program, and in 2011 the stipend was \$2,200 per month. He recommended authorizing up to \$3,000 per month for 2013, dependent upon the School of Law approving that amount. He said this would be equivalent to the compensation to be proposed for a three-day committee clerk in 2013.

It was moved by Representative Kelsh, seconded by Senator Kilzer, and carried on a roll call vote that the legislative internship program be continued through the 2013 legislative session, the program be a four-month program, the stipend for each intern be up to \$3,000 per month, and the director of the Legislative Council be authorized to allocate 10 internship positions to the University

of North Dakota School of Law and two internship positions among participating entities as needed. Representatives Carlson, Drovdal, Kelsh, and Vigesaa and Senators Christmann, Kilzer, Schneider, Taylor, and Wardner voted "aye." No negative votes were cast.

USE OF LEGISLATIVE CHAMBERS

The assistant director reviewed a request from Ms. Cathy A. Langemo, Silver Haired Education Association, for use of the House chamber and four legislative committee rooms for the Silver Haired Legislative Assembly for July 25-27, 2012.

It was moved by Representative Kaldor, seconded by Representative Drovdal, and carried on a roll call vote that the committee approve the request to use the House chamber and four committee rooms for the Silver Haired Legislative Assembly on Wednesday through Friday, July 25-27, 2012. Representatives Carlson, Drovdal, Kelsh, and Vigesaa and Senators Christmann, Kilzer, Schneider, Taylor, and Wardner voted "aye." No negative votes were cast.

No further business appearing, Chairman Carlson adjourned the meeting at 3:45 p.m.

Jay E. Buringrud
Assistant Director

Jim W. Smith
Director

ATTACH:1