

NORTH DAKOTA LEGISLATIVE MANAGEMENT

Tentative Agenda

LEGISLATIVE PROCEDURE AND ARRANGEMENTS COMMITTEE

Wednesday, June 20, 2018
Harvest Room, State Capitol
Bismarck, North Dakota

- 1:00 p.m. Call to order
Roll call
Consideration of the minutes of the March 19, 2018, meeting
- 1:05 p.m. Review of *Guidelines for Use of Legislative Chambers and Displays in Legislative Assembly Hall and Memorial Hall* and consideration of request from a filmmaker to use the Senate Chamber in September for filming
- 1:10 p.m. Presentation by the Legislative Council staff of *Invitation to Bid - Legislative Assembly Photography Services*
- 1:15 p.m. Presentation by the Legislative Council staff of a memorandum entitled *Policy Regarding Secretarial Services to Legislators*
- 1:20 p.m. Presentation by the Legislative Council staff of *Invitation to Bid - Legislative Assembly Secretarial, Telephone Message, and Bill and Journal Room Services*
- 1:30 p.m. Discussion of 2019 legislative session arrangements:
- Chaplaincy program
 - Legislative tour guide program
 - Doctor of the day program
 - Purchase of brief bags
 - Legislator stationery
 - Incoming WATS line service
- 1:40 p.m. Presentation by the Legislative Council staff of a memorandum entitled *Legislative Assembly Employee Positions and Compensation*
- 1:55 p.m. Update by the Legislative Council staff regarding participation in Phase 2 of the Census Redistricting Program
- 2:00 p.m. Presentation by the Legislative Council staff of *North Dakota Legislative Assembly Policy Against Workplace Harassment*
- 2:10 p.m. Break
- 2:20 p.m. Committee discussion regarding *North Dakota Legislative Assembly Policy Against Workplace Harassment*
- 2:50 p.m. Comments by Mr. John Boyle, Director, Facility Management Division, Office of Management and Budget, regarding potential improvements to the legislative parking lot
- 3:00 p.m. Comments by Mr. Kyle W. Forster, Information Technology Manager, Legislative Council, regarding legislative branch information technology services
- 3:15 p.m. Committee discussion regarding other administrative matters and staff directives
- 3:30 p.m. Adjourn

Committee Members

Representatives: Al Carlson (Chairman), Larry Bellew, Kathy Hogan, Corey Mock, Don Vigesaa

Senators: John Grabinger, Joan Heckaman, Ray Holmberg, Jerry Klein, Dave Oehlke, Rich Wardner

Staff Contact: John Bjornson, Legal Division Director