



The Legislative Administrator

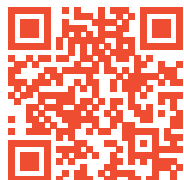
Winter 2022

An Official Publication of the American Society
of Legislative Clerks and Secretaries



ASLCS
SPRING MEETING

PALM SPRINGS
MAY 5-6 2023



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The Legislative Administrator is the official publication of the American Society of Legislative Clerks and Secretaries, an organization of state legislative administrators and parliamentarians affiliated with the National Conference of State Legislatures.
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and background material.

President's Message

Greetings ASLCS friends!



As I write this in the midst of the annual holiday season, I hope you are all finding the time, the time for EVERYTHING. The time to celebrate the multiple occasions that mark this festive period on the calendar from Halloween through New Year's Eve. The time to relax and recharge with social occasions and familiar traditions, finding togetherness and community, and last but not least, the time necessary to gear up and organize your office and your chamber for the upcoming legislative cycle.

It's a well-worn phrase that change is a constant in legislative life, but even as universally accepted as that phrase is, it seems like an understatement this year. This year, of the 7,383 legislative seats in the United States, 6,278 seats were up for election across 46 states. And we know what that can mean. From 2010 to 2021, 42 chambers switched control: 24 switched control once, 12 switched control twice, two switched control three times, two switched control four times, and one—the New Hampshire House of Representatives—switched control five times. As of this writing there will be over 1,600 new state legislators for 2023, and four of the 88 chambers involved in the election will switch partisan control.

And we get to tackle all of this regenerative transition, during the happiest time of the year!!! There's a phrase I've heard associated with the military that the Army feels they have been expected to do so much with so little, they are eventually going to be able to do everything with nothing. After nearly 30 years in legislative service, I can relate. The legislative branch is usually a very small branch of government compared with the executive branch and the resources allocated to it are limited by unique factors. Firstly, most legislators, even the ones who set budgets, have no real idea what we do or what it takes to do it. Instead of providing adequate resources, limiting expenditures is seen as political expediency. And at the bottom of it, we work in a world where decisions are often just opinions rendered in anecdotes. Instead of objective performance measures, we are led by our own individual interpretations of the results that matter, and we end up pulling in different directions.

To counteract all this potential for chaos there's three things I have found useful in my legislative career:

- Set manageable goals. The latest research shows that the more control we have over our work, the less stressed we get. Meeting your priorities helps you feel a sense of accomplishment and control. So be realistic with yourself and others about workloads and deadlines.
- Communicate effectively. Be honest with colleagues or your boss about what you're going through. But don't just complain—suggest practical alternatives. Looking at a situation from someone else's viewpoint can also reduce your stress. Make allowances for other opinions, and search for little things you can agree on. Retreat before you lose control and allow time for all involved to cool off. You'll be better equipped to handle the problem constructively later.
- Ask for what you need. Ask leaders and supervisors to consider flexibility a new job criteria. Research shows that employees who work flexible schedules are more productive and loyal to their employers. Flex time and telecommuting are quickly becoming established as necessities in today's post covid world, and many employers are implementing work/life balance policies. Every reasonable person knows we all must step back from work responsibilities so that our personal life does not deteriorate.

One of the things that characterizes life in the legislature is the need to be adaptive and resilient. The past two years have been a masterclass in both skills and the election of 2022 will once again put us on stage to demonstrate the skills and character necessary to lead our chambers forward yet again.

All the best,

Tim Sekerak
Clerk, Oregon House of Representatives
ASLCS President





2022-2023 Executive Committee



**PRESIDENT-ELECT
TIM SEKERAK**
Clerk
Oregon House of
Representatives



**PRESIDENT-ELECT
YOLANDA DIXON**
Secretary
Louisiana Senate



**SECRETARY-TREASURER
ROB HUNT**
Clerk
Maine House of
Representatives



**ASSOCIATE VICE-PRESIDENT
RON SMITH, II**
Assistant Clerk
Louisiana House of
Representatives



**ELECTED
PRINCIPAL MEMBER
DONNA ROBINSON
HOLIDAY**
Chief Clerk
of the Kentucky Senate



**ELECTED
ASSOCIATE MEMBER
JOSHUA BABEL**
Assistant Chief Clerk
Arizona House of
Representatives



**APPOINTED
PRINCIPAL MEMBER
LEE CASSIS**
West Virginia Senate,
Clerk



**APPOINTED
PRINCIPAL MEMBER
JOHN HOLLMAN**
Illinois
House of Representatives,
Clerk



**APPOINTED
ASSOCIATE MEMBER
JAMIE OSWALT**
Alabama Senate,
Journal Supervisor



**APPOINTED
ASSOCIATE MEMBER
MEGGAN FOESCH**
Senate Business Operations
Manager, Wisconsin



**IMMEDIATE PAST PRESIDENT
BRAD YOUNG**
Clerk
Ohio House of
Representatives



**IMMEDIATE PAST ASSOCIATE
VICE-PRESIDENT
ALI SAGRAVES**
Assistant Clerk/Committee Clerk
Ohio House of
Representatives

Q & A With Mr. President

Q: Tell us a little about yourself, your family and where you are from.

A: I'm an only child of two parents who both came from very small families themselves. Most of my grandparents were gone before I was born, because my parents were older when they had me. Consequently, I didn't grow up with cousins or extended family, but had close friends from school and the activities I took part in growing up. I liked school fine, but I never found it very difficult or interesting. I grew up in rural south Texas, so I was always outside. Two blocks from my house in one direction the scrub brush and cactus started and went pretty much forever. A few blocks in the other direction was a Dairy Queen where dilly bars were a quarter. It was a very small town where nobody locked their doors and everyone knew everyone else. I loved it, but looking back I sort of took it all for granted.

Q: How long have you worked for Oregon Legislature? Tell us about your years there.

A: I've held the Chief Clerk position since 2014, but my time in the Oregon legislature started in 1987. I was a college intern in the Oregon Senate as an undergraduate and completely enjoyed my time in a couple of different offices. That being said, I went to law school and moved to Seattle where I took a position on a Washington senator's staff while waiting for the state bar. I passed the bar but never left the legislature. Although I've not always worked for the legislative branch I've had staff positions on member's staff, caucus offices, and administrative position in the House and Senate in Oregon and Washington. I took a four-year deviation into the executive branch as a legislative coordinator for an executive branch agency, but I've always worked in and around the legislative branch of state government.

Q: What hobbies do you have?

A: I like to be outside, even if it's a little colder and rainier here in the Pacific Northwest than south Texas. Something most people probably don't think about for Oregon is that it's mostly open country. Hiking up to a waterfall and driving wilderness trails is the easiest way to brighten my mood. And the variation in landscape from high desert to mountains to coastline provides so many opportunities to get out and have those experiences in wide open nature.

Q: What are some of your favorite things about the society?

A: Of course, it's the people. We are such creatures of our chamber in ways that make us all a little different even though we have similar unique jobs. But, deep down, I see a lot of investment in an intangible concept of lawmaking. It would be a very different country without the integrity and honesty of the people of the Society. Sometime our jobs can be grindingly difficult, mentally and physically. But we find ways to rise above challenges, we devise systems to function in times of conflict, we know we are inheriting a heirloom and need to leave a legacy.

Q & A With Mr. President

continued

Q: What direction would you like to see the society go in?

A: I think we need to look at how most people are raised in social media and cable news, in narcissism and conflict, and try to instill in them a respect for the democratic process. Conflict and confidence aren't something we need to engineer out of the process, but we will get a much different government with those aspects taking center stage. Training in civics and pluralism can be something we do without changing all that much of how we do our jobs. Programs in our chambers can be called civics education because they expose people to the actual, unfiltered truth of the process, before the narrative is commandeered by political ideologues. That's why I'm so committed to our youth programs in the Oregon House. It's harder for people to hate something after they've worked to contribute to it and become a valuable part of it.



Bylaws and Standing Orders Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Bylaws and Standing Orders Committee was called to order by the Chair, Obie Rutledge (Ore.), at 1:33 p.m.

Attendance

The following members of the Committee were present: Chair Obie Rutledge (Ore.), Vice Chair Brad Young (Ohio), Vice Chair Paul Smith (N.H.), Joshua Babel (Ariz.), Jeff Beighley (Wis.), Ann Cornwell (Ark.), Yolanda Dixon (La.), Susan Furlong (Nev.), Jay Hataway (Nev.), Donna Holiday (Ky.), Bo Hoover (W.Va.), Kay Inabnet (Wis.), Jay Jacobs (Ky.), Jennifer Novak (Idaho), Tara Perkinson (Va.), Ali Sagraves (Ohio), Sherri Stacks (Ark.), Robin Voss (Ark.), and Patience Worrel (Texas).

Also in attendance were Tim Sekerak, ASLCS President-Elect (Ore.) and Ann Sappenfield (Wis.), Staff Chair for NCSL.

Approval of Minutes

Upon a motion by Susan Furlong (Nev.), seconded by Paul Smith (N.H.), the minutes of the last meeting held Sunday, July 31, 2022, at the Legislative Summit in Denver, Colorado, were approved.

New Business

ASLCS President-Elect Tim Sekerak briefly addressed the committee outlining initiatives he hoped the committee would look into including two items of business coming from the executive committee.

Brad Young (Ohio) discussed the Associate Exchange Program and the amount of reimbursement provided and indicated that the Standing Orders may need adjusted to provide more opportunity for participation in the program.

The Committee discussed two proposed revisions to the Bylaws and Standing Orders:

- A request by NCSL that ASLCS provide two parliamentarians for the annual summit and the process whereby the Society would choose two principal members to serve as parliamentarians. NCSL had indicated that the registration fees would be waived for the chosen parliamentarians. It was suggested that this Committee develop and recommend language for the Executive Committee to consider.
- Update the Standing Orders to add an additional associate member to the Executive Committee to serve as an "Associate Vice President Elect." It was noted that the new position would be available to assist the Secretary-Treasurer in their duties; it would also add one year to the associate leadership track.

Before the committee begins work on any revision, the Secretary-Treasurer must first forward the request on behalf of the Executive Committee.

Adjournment

Upon a motion by Ann Cornwell (Ark.), seconded by Paul Smith (N.H.), the meeting was adjourned.

Respectfully submitted,
Bo Hoover (W.Va.)



Professional Journal Committee

Meeting Minutes

The Journal of the American Society of Legislative Clerks and Secretaries, known as the Journal or the Professional Journal, publishes articles on parliamentary procedure, management, technology, and other topics of interest to legislative staff.

2022 ASLCS Fall Professional Development Seminar
 Little Rock, Arkansas
 September 22, 2022

Call to Order

The meeting of the *Professional Journal* Committee was called to order by Sarah Curry (Ore.), Vice Chair, at 3:07 p.m. CDT.

Attendance

The following members of the committee were present: Megan Allen (Utah); Kristin Canterbury (W.Va.); Sarah Curry (Ore.), Vice Chair; Joy Engelby (Mo.); Sanam Hooshidary (Calif.), Vice Chair via Zoom; Julie Martyn (Wis.); Sarah Ritter (Alaska); Sherri Stacks (Ark.); Lou Taylor (Alaska); Morgan Tripamer (Mo.); and Heshani Wijemanne (Calif.), Chair via Zoom.

Approval of Minutes

Upon a motion by Sherri Stacks (Ark.), seconded by Morgan Tripamer (Mo.), the minutes from the August 11, 2022 Zoom meeting were adopted.

The Chair, present via Zoom, welcomed new members to the committee. President-Elect Tim Sekerak addressed the committee, acknowledging the challenges that the committee faces and communicating his support for whatever the committee needs. He also recognized the efforts of Heshani and past chair Bernadette McNulty (Calif.) efforts on behalf of the committee. Anne Sappenfield, Director of the Wisconsin Legislative Counsel, also introduced herself to the committee as the new Staff Chair on NCSL's Executive Committee.

Old Business

The Chair shared that the committee is on track for its 2022 volume. Three articles have been gathered and are being readied for publication. Heshani has distributed two of these articles to the committee and will be e-mailing the third article, written by Tashi Nacario (Calif.), to the committee soon. Some changes being considered for the first two articles are format adjustments in Megan Martin's article (Pa.) and recategorizing Obie Rutledge's article (Ore.) from a case law article to a general article. Heshani will connect with the authors about those changes and then distribute them to the committee for review. The publishing goal for this volume is mid to late October. The Chair will handle the layout, publishing, and distribution of this volume.

New Business

The Chair reviewed the Professional Journal's purpose, shared information about its subcommittees and their duties, and answered questions from new committee members. The committee brainstormed ideas for its next volume (2023), some of which covered going paperless and remote or proxy voting.

Adjournment

Upon a motion by Sherri Stacks (Ark.), seconded by Kristin Canterbury (W.Va.), the meeting was adjourned.

Respectfully submitted,
 Sarah Curry (Ore.), Vice Chair



Technology Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Technology Committee was called to order on Thursday, September 22, 2022 at 1:30 p.m. by Lacy Ramirez (Ore.), Chair.

Attendance

The following members of the committee were present: Lacy Ramirez (Ore.), Chair; Rebecca Silbernagel (Vt.), Vice Chair; Becky King (Ky.), Vice Chair; Kelly Fogleman (La.); Jeff Takacs (Fla.); Cheri Lujan (N.M.); Mike Hall (W.Va.); Sam Rowe (W.Va.); Kiffany Ward (Miss.); Joy Engelby (Mo.); Roberto Lusanta (Nev.); Julie Martyn (Wis.); Meggan Foesch (Wis.); Zack Griffith (Ky.); Crystaline Jones (Alaska); Jeff White (Alaska); Megan Allen (Utah); and Mandi McGowan (Ore.).

Approval of Minutes

Upon motion by Joy Engelby (Mo.), seconded by Rebecca Silbernagel (Vt.), the minutes from the NCSL Legislative Summit in Denver, Colorado were approved.

Old Business

Lacy Ramirez (Ore.) started discussion about the Technology concurrent session. Rebecca Silbernagel (Vt.) talked about the challenges of having someone on the panel attend remotely. There were some technical difficulties. They were resolved, but something to keep in mind going forward. There was a lot of time for questions. The session seemed to be a little lengthy and there were no set guidelines on how long someone on the panel could speak. Lacy Ramirez (Ore.) said that she would look into navigating time parameters going forward.

Discussion turned to the ASLCS website, as this committee is tasked with updating ASLCS site.

Lacy Ramirez (Ore.) said that Holly South (NCSL) mentioned that the NCSL site as a whole is getting updated. There was a discussion about putting the roster on-line with a privacy component. Meggan Foesch (Wis.) said that if the roster were on-line, she could easily go in and modify titles and other things. Once the roster is printed and the title or something is wrong, you cannot easily correct it.

New Business

David A. Ward Scholarship – Lacy Ramirez (Ore.) explained what this is and that this committee is who selects the recipient. Nate Sanko (Pa.) was this year's recipient. This committee can award up to two of these scholarships.

Lacy Ramirez (Ore.) and Becky King (Ky.) will be added as Facebook admins. How can we move beyond just a Facebook page? This discussion started, then Lacy Ramirez (Ore.) introduced ASLCS President Tim Sekerak (Ore.). He praised Lacy Ramirez's use of social media and mentioned some of the reasons he chose her to chair this committee. He spoke about Clerks/Secretaries having social media accounts. He would like this committee to see what resources are available, how they are used, what kind of risks are there, and risk mitigation. Tim Sekerak (Ore.) then introduced NCSL Executive Committee Staff Chair Anne Sappenfield (Wis.). She spoke briefly about her role with NCSL. Lacy Ramirez (Ore.) opened the floor for discussion on what Tim spoke about. Jeff Takacs (Fla.) and Roberto Lusanta (Nev.) gave input.

Concurrent Session 2023 – Lacy Ramirez (Ore.) included a list of previous technology concurrent sessions back to 2006 to start the discussion. She also mentioned that there was nothing about hacking. Zack Griffith (Ky.) mentioned security in general and implications of security. Rebecca Silbernagel (Vt.) mentioned social media in chambers and maybe launching a public facing page.

Adjournment

Without objection the Technology meeting was adjourned at 2:12 p.m.

Respectfully submitted,
Becky King (Ky., Vice Chair



Technology Committee - *continued*

Inside the Legislative Process Committee

Meeting Minutes

2022 Fall ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of Inside the Legislative Process Committee was called to order at 1:30 p.m. by Erin Gillitzer (Wis.), Chair.

Attendance

The following members of the committee were present: Chair Erin Gillitzer (Wis.), Vice Chair Jeryn Veserat (Wis.), Terry Horvat (Nev.), John Treadwell (Ala.), Nate Sanko (Pa.), Morgan Tripamer (Mo.), Pattie Wehmeir (Mo.), Phyllis Prenger (Mo.), Cathy Carlson (Minn.), Christian Brown (Alaska), Jacqueline Bell (Miss.), Sarah Curry (Ore.), Mike Queensland (Wis.), Brooke Mason (N.C.), José Aníbal Herrero-Acevedo (P.R.) and Sidnee Bailey (Utah).

Also in attendance: Tim Mercer (Canada) and Holly South (NCSL).

Approval of Minutes

John Treadwell (Ala.), moved to approve minutes from the August 31, 2022 Legislative Summit meeting, Jeryn Veserat (Wis.) seconded the motion. Minutes approved.

Old Business

The committee has prepared a Remote Participation Survey with 10 questions to send out in October. Vice Chair Jen Storie (Utah) has indicated she will create this via Survey Monkey to send through the ListServ. The committee approved the survey questions and will send out with a link to the ILP website page and give a 3-week window for responses, with a follow-up email sent 2 weeks after initial email is sent out.

New Business

The status of the committee was discussed and how critical our roles will be to keep Inside the Legislative Process a viable committee. Our group as a collective has so much valuable information but not an ideal platform for sharing our knowledge with each other. The committee has done surveys in the past; however, the current NCSL website housing the information collected has scanned PDFs that aren't searchable. We will continue working with NCSL and possibly the Technology Committee on a password-protected website or something easier to access the important information that has been gathered. The ListServ emails are often overwhelming while a website could be visited at members' convenience. Answers to questions would reside in one spot. Other ideas include a suggestion box for survey ideas and housing future surveys in a section that could be filled out rather than the email blast. Future survey topics were discussed, and it is our goal to send out 3 short surveys a year. Some topics suggested included committee structures, compensation or retention of staff and different state legislature rules.

Adjournment

Upon a motion from Pattie Wehmeir (Mo.), seconded by Sidnee Bailey (Utah), the meeting adjourned at 2:10 p.m.

Respectfully submitted,
Jeryn Veserat (Wis.), Vice Chair



Canadian-American Relations Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Canadian-American Relations Committee was called to order by Yolanda Dixon (La.), Chair, at 3:00 p.m. CT.

Attendance

The following members of the committee were present: Chair Yolanda Dixon (La.), Vice Chair Mike Queensland (Wis.), Keira Alkema (Alaska), Robert Altmann (W.Va.), Ann Cornwell (Ark.), Susan Furlong (Nev.), Jason Hataway (Nev.), Emily Gruber (Ark.), Pat Harris (Ala.), Bo Hoover (W.Va.), Bill Horn (Ala.), Jay Jacobs (Ky.), Crystaline Jones (Alaska), Sabrina Lewellen (Ark.), Nanette Mitchell (Tenn.), Obie Rutledge (Ore.), Ali Sagraves (Ohio), Jackie Schulz (Alaska), Rebecca Silbernagel (Vt.), Dr. Tammy Wehrle (Wis.), Joyce Wright (Ala.) and Brad Young (Ohio).

Approval of Minutes

Upon a motion by Pat Harris (Ala.), seconded by Mike Queensland (Wis.), the minutes of the last meeting held Sunday, July 31, 2022 at the NCSL Legislative Summit in Denver, Colorado, were unanimously approved.

Old Business

ASLCS President Tim Sekerak reminded the committee that working with members of the Canadian Association of Clerks-at-the-Table (CATTs) enhances the work of ASLCS members. He also brought up the idea of creating a principals staff exchange that could work with CATTs members.

The Chair introduced Shayne Davies, Clerk of the Legislative Assembly of New Brunswick and Tim Mercer, Clerk of the Legislative Assembly of the Northwest Territories.

The Chair thanked them for hosting a delegation of ASLCS members at the annual CATTs meeting in August 2022 on Prince Edward Island. The ASLCS delegation included Chair Yolanda Dixon, Brad Young (Ohio), Ali Sagraves (Ohio), Pat Harris (Ala.), Russell Humphrey (Tenn.), and Obie Rutledge (Ore.). Brad Young (Ohio) provided an update at the meeting on behalf of ASLCS. Ali Sagraves (Ohio) remarked that attending the meeting allowed for in-depth conversations, including discussions regarding the committee process and implementation of new technology. Shayne Davies thanked the ASLCS members who attended the most recent CATTs meeting.

Mr. Davies also shared that the House of Commons of Canada is planning to host the next Joint Canadian-American Clerks' Conference. The conference will take place in Ottawa, likely in October 2023.

New Business

The Chair invited input from the committee regarding the creation of an exchange program with CATTs members. Joyce Wright (Ala.) informed the committee that she had the pleasure of spending a week in Toronto. She received the Jane Richards scholarship to assist her participation.

The Chair noted that the committee must work with the ASLCS Executive Committee to make an exchange program work. The following states indicated interest in serving as host states for ASLCS's Canadian counterparts: Alabama, Alaska, Louisiana, Oregon and Wisconsin.

Adjournment

Upon a motion by Bo Hoover (W.Va.), seconded by Mike Queensland (Wis.), the meeting was adjourned at 3:20 p.m. (CT).

Respectfully submitted,
Mike Queensland (Wis.), Vice Chair

International Communication & Development Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the International Communication and Development Committee was called to order by José Rodríguez-Amorós (P.R.) at 2:15 p.m.

Attendance

The following members of the Committee were present: Vice Chair Patrick Harris (Ala.), Bill Horn (Ala.), Marshall Long (Ala.), Joyce Wright (Ala.), Keira Alkema (Alaska), Christian Brown (Alaska), Liz Clark (Alaska), Crystalline Jones (Alaska), Merigwen Kawakami (Alaska), Jacquelynn Schulz (Alaska), Krystel Isvoranu (Ariz.), Ann Cornwell (Ark.), Emily Gruber (Ark.), Jeff Takacs (Fla.), Jennifer Novak (Idaho), Susan Kannarr (Kan.), Donna Robinson Holiday (Ky.), Jay Jacobs (Ky.), Yolanda Dixon (ASLCS President-Elect, La.), Susan Furlong (Nev.), Jason Hataway (Nev.), Vice Chair Brad Young (ASLCS Immediate Past President, Ohio), Obie Rutledge (Ore.), Timothy Sekerak (ASLCS President, Ore.), Lacy Ramírez (Ore.), José R. Rodríguez-Amorós (Chair, P.R.), Nanette Mitchell (Tenn.), Janice Gadd (Utah), Lindley Griffin (Va.), Corinne Sloan (Va.), Jay Braxton (Va.), Robert Altmann (W.Va.), Bo Hoover (W.Va.), Mike Queensland (Wis.) and Dr. Tammy Wehrle (Wis.).

The following NCSL Officer was present: Anne Sappenfield (NCSL Staff Chair, Wis.).

Approval of Minutes

Upon motion by Susan Kannarr (Kans.), seconded by Nannette Mitchell (Tenn.), the minutes from the committee meeting held on July 31, 2022, at the 2022 NCSL Summit in Denver, Colorado were approved.

Old Business

The chair recognized Pat Harris (Ala.) for an update on his contacts with the Irish Provinces and relayed that the England, Wales and Northern Ireland colleagues may be interested in participating once again in the future.

The chair recognized Brad Young (Ohio) who ensured that the contacts with Israel are still there and that the Executive Committee will be working with those contacts for next year.

The chair recognized Lacy Ramirez (Ore.) who provided an update on the International Directory, explaining that it is on the ASLCS website and is available in English, Spanish and French. Due to other commitments with ASLCS, she asked if someone was able to take on the responsibility of updating the Directory. Jennifer Novak (Idaho) and Susan Kannarr (Kan.) volunteered to take over Directory updates.

Obie Rutledge (Ore.) recommended that the updates be made after all international organizations have had their meetings.

New Business

The Plenary held on September 22, 2022, on Modernizing Workplace Procedures: A Global Perspective was discussed. The Chair congratulated the organizers of the Plenary: Yolanda Dixon (ASLCS President-Elect, La.) and Obie Rutledge (Ore.). To start the discussion for next year's plenary session, Yolanda Dixon (ASLCS President-Elect, La.) recommended that the committee should propose a general topic, or an update of the legislative bodies represented, instead of a specific topic, because it is difficult to know in advance how many international participants will attend.

The Chair then recognized Obie Rutledge (Ore.) who recommended that the Program time be also taken into consideration, because it will depend on how many international participants attend the PDS.

The Chair recognized Timothy Sekerak (ASLCS President, Ore.) who spoke for a few minutes, introducing himself and stating his goal to see our committee continue to reach out more. He also introduced Anne Sappenfield (NCSL Staff Chair, Wis.) who spoke for a few minutes on how ASLCS and NCSL provide useful resources for everyone in attendance.

Adjournment

Upon a motion by Liz Clark (Ak.), seconded by Susan W. Kannarr (Kan.), the meeting was adjourned at 2:37pm.

Respectfully submitted,
José Rodríguez-Amorós (P.R.), Chair



Legislative Administrator Committee

Meeting Minutes

2022 PDS

Little Rock, Arkansas

September 22, 2022

Call to Order

The meeting of the Legislative Administrator Committee was called to order by Chair, Jamie Oswald (AL) at 2:15 p.m.

Attendance

The following members of the committee were present: Vice-Chair, Sarah Bannister (WA); Vice Chair, John Treadwell (AL); Kristen Canterbury (WV); Kay Inabnet (WI); Cheri Lujan (NM); Rebecca Silbernagel (VT); Aimee Pugh (AL); Nate Sanko (PA); Lisa M. Ortiz McCutcheon (NM); Terry A. Horvat (NV); Sarah Schaben (MO); and Megan Allen (UT).

Approval of Minutes

Upon motion by Kristen Canterbury (WV), seconded by Rebecca Silbernagel (VT) the minutes from the committee meeting held July 31, 2022, at the NCSL Summit in Denver, Colorado, were approved.

Old Business

Chair Oswald (AL) shared that the most recent edition from the NCSL Summit has been mailed. This edition was a quick turnaround and titled "Fall" edition since the prior edition was titled "Summer". We are still getting back on track with the publications from the COVID delay. The traditional Fall edition will be a Winter edition this year.

16 chambers that do not currently participate in the society received a complimentary copy of the Fall edition.

New Business

Chair Oswald explained that Washington State graphics department will assist with the design, printing and mailing of the winter edition.

The committee will aim for December 1 to send to the next edition to print. Suggestions were entertained regarding the content of the upcoming edition. Rebecca Silbernagel (VT) will interview President, Tim Sekerak (OR), for an "about me" article to be included. Chair Oswald will follow up with those members that attended the most recent Canadian American Conference to receive a recap and be included in the next edition. Rebecca Silbernagel (VT) will advertise on Facebook for Legislative Low Down. The committee agreed that Shout Outs would be included, Vice Chair Treadwell (AL) will take the lead. Aimee Pugh (AL) will focus on gathering "Lasting Impressions" Shout Outs. Chair Oswald will manage the pictures. The committee suggested that scholarship award pictures should be included in the upcoming edition. The committee also discussed continuing Capitols Through the Seasons, Cheri Lujan (NM), volunteered to share pictures. It was noted that the editions should continue to include retirements. Rebecca Silbernagel (VT) suggested considering sending an electronic copy or link to the Administrator in addition to the printed copy.

President Tim Sekerak (OR), spoke briefly and thanked the committee for its work. He then introduced Anne Sappenfield, NCSL staff chair, who greeted the committee.

Adjournment

Upon motion by Kay Inabnet (WI), seconded by Cheri Lujan (NM), the meeting was adjourned at 12:45 p.m.

Respectfully submitted,
Sarah Bannister, Vice Chair



Membership & Communications Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Membership and Communication Committee Meeting was called to order at 2:15 p.m. by Colleen Rust (Wa.), Vice Chair.

Attendance

The following members of the committee were present: Vice Chair Lisa Davis (Miss.), Paul Smith (N.H.), Nanci Longoria (Texas), Greg Gaitan (Texas), Nicole Albers (Texas), Adanna Hydes (Ky.), Rhonda Schierer (Ky.), Mary Ann Krol (Ky.), Lourdes Litchfield (Texas), Michelle Hill (Texas), Amy Morris (N.C.), Sarah Curry (Ore.), Brooke Mason (N.C.), Ellen Thompson (Wyo.), Michelle Fontenot (La.), Daniel Hicks (Tenn.), Sherri Stacks (Ark.), Erica McGinnis (Idaho), Christi Impastato (La.), Gretchen Overbey (La.), Patience Worrel (Texas), Sarah Ritter (Alaska), John Hollman (Ill.), Louis Lindstrom (Wash.), Phyllis Prenger (Mo.), Cathy Carlson (Minn.), Erin Gillitzer (Wis.), Meggan Foesch (Wis.), Lou Taylor (Alaska), Mandi McGowan (Ore.), Sherry Rodriguez (Nev.), Jeryn Vesperat (Wis.) and Chair Angela Smith (La.).

Approval of Minutes

Upon motion by Paul Smith (N.H.) and seconded by Sherry Rodriguez (Nev.), the minutes from the NCSL Summit meeting, held on Sunday, July 31, 2022 in Denver, Colorado were approved.

Old Business

Angela Smith (La.) gave an overview of what the Membership and Communication Committee did the past year to prepare for the current PDS. She discussed the Blank Notecards for the Society, the "Lasting Impression" pin awards, and the

Quick Guide for New Attendees. Sherry Rodriguez (Nev.) wanted clarity on the Lasting Impression Awards, as she had missed the previous meetings, to which Angela Smith (La.) answered. Meggan Foesch (Wis.) volunteered to print the Quick Guide for New Attendees again next year if the committee willed her to do so.

New Business

Tim Sekerak (Ore.) commissioned the committee to structure a program that would encourage mentors to keep in contact with their new attendees throughout the year. Colleen Rust (Wash.) opened the floor for suggestions for the upcoming year. John Hollman (Ill.) brought up the Lasting Impression awards and what the committee's thoughts were on it. Louis Lindstrom (Wash.) said he loved the idea and that it afforded him to make a friendly connection with his colleagues and not just a business connection. Jeryn Vesperat (Wis.) suggested that perhaps, the new attendees that will be participating in the pin contest could have an additional lanyard to put their pins on as opposed to wearing it around their necks. Lisa Davis (Miss.) suggested giving maps to all the new attendees to put their pins on, to which Paul Smith (N.H.) suggested that the committee vet that a little more, since the Society sells the maps.

Vice Chair Colleen Rust (Wash.) asked the committee what initiatives they could put in place for follow up with new attendees. Michelle Fontenot (La.) thought that contacting the new attendee a week or two after the PDS would be good. Jeryn Vesperat (Wis.) said she typically reaches out to the person she sponsored before she attends a meeting, whether it is NCSL or ASLCS. Paul Smith (N.H.) thought it would be good to exchange contact information at the initial Mixer/Orientation.

Louis Lindstrom (Wash.) suggested having icebreakers at the New Member Orientation, such as games. Paul Smith (N.H.) said the committee used to play games many years ago, but as time as progressed, programs for Orientations have changed as well. Angela Smith (La.) explained that the surveys showed some new attendees did not like playing games and felt that it forced them to talk in an environment they did not yet feel comfortable, so the games ceased. Meggan Foesch (Wis.) suggested trying trivia games, which are low pressure. She also suggested that we do something during the week in the latter portion of the day as opposed to the morning breakfast the next day to connect sponsors with their new attendees. Erica McGinnis (Idaho) suggested the sponsors connect with the new attendees and meet for lunch, etc. Patience Worrel (Texas) suggested that the committee purchase stickers for new attendees to wear, such as: "I'm a morning person," "I like dogs," etc.

Adjournment

Upon motion by Paul Smith (N.H.) and seconded by Michelle Fontenot (La.), the meeting was adjourned.

Respectfully Submitted,
Colleen Rust (Wash.), Vice Chair
Angela Smith (La.), Chair



Program Development Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Program Development Committee was called to order at 3:00 pm by Sarah Bannister (Wash.).

Attendance

The following members of the committee were present: Sarah Bannister (Wash.), Chair; Jen Novak (Idaho), Vice Chair; Michelle Fontenot (La.), Vice Chair; Nicole Albers (Texas), Mary Andrus (Utah), Sarah Armistead (Va.), Josh Babel (Ariz.), Jeff Beighley (WI), Scott Caffey (Texas), Mike Campbell (Texas), Lisa Davis (Miss.), Heather Fahey (Ariz.), Greg Gaitan (Texas), Greg Glass (Tenn.), Daniel Hicks (Tenn.), Michelle Hill (Texas), Rob Hunt (Maine), Kay Inabnet (Wis.), Darci Johnson (Ariz.), Susan Kannarr (Kan.), Mary Ann Krol (Ky.), Jeannine Layell (Va.), Louis Lindstrom (Wash.), Lourdes Litchfield (Texas), Nanci Longoria (Texas), Cheri Lujan (N.M.), Roberto Lusanta, Jr. (Nev.), Lisa Ortiz McCutcheon (N.M.), Erica McGinnis (Idaho), Mandi McGowan (Ore.), Sue Morain (La.), Amy Morris (N.C.), Jamie Oswalt (Ala.), Tracy Ortiz (Texas), Monica Partida (Texas), Tara Perkinson (Va.), Phyllis Prenger (Mo.), Aimee Pugh (Ala.), Lacy Ramirez (Ore.), Sherry Rodriguez (Nev.), José Rodríguez-Amorós (P.R.), Jake Rose (Tenn.), Colleen Rust (Wash.), Jackie Scott (Va.), Sarah Schaben (Mo.), Corinne Sloan (Va.), Angela Smith (La.), Paul Smith (N.H.), Ron Smith (La.), Jeff Takacs (Fla.), Leah Thacker (Utah), Ellen Thompson (Wyo.), Jeryn Vesperat (Wis.), Robin Voss (Ark.), Jeanine Wittenberg (Nev.), Pattie Wehmeir (Mo.), Jennifer Welch (Va.), J.W. Wiley (La.), and Patience Worrel (Texas).

Others in attendance: President Tim Sekerak (Ore.) and Anne Sappenfield, NCSL staff chair

Approval of Minutes

Upon a motion by Mary Andrus (Utah), and seconded by Jackie Scott (Va.), the minutes of the last meeting held on July 31, 2022, at the NCSL Legislative Summit in Denver, Colorado, were approved.

Discussion

Following introductions of all committee members present, Chair Bannister requested feedback on the current Professional Development Seminar. Josh Babel (Ariz.) recommended that the Society continue with the 2022 PDS format used for the Expo, remarking that the evening event was well-attended. Susan Kannarr (Kan.) noted that the vendors preferred the current format as well. Paul Smith (N.H.) suggested more opportunities for additional concurrent sessions to encourage even greater attendance and participation. Regarding the Mason's Manual session, Tara Perkinson (Va.) suggested keeping it as a plenary session and Lacy Ramirez (Ore.) commented on adjusting the length of certain sessions since some ran a little long. Greg Glass (Tenn.) suggested, for a future topic, a session on comparing other state's chambers rules. Paul Smith (N.H.) suggested building upon the society's new relationship with our federal counterparts following the visit by the U.S. House Clerk, Cheryl Johnson, at the PDS. He suggested inviting the U.S. Senate Parliamentarian to future meetings.

Chair Bannister asked for suggestions for plenary session guest speakers. Tara Perkinson (Va.) suggested inviting Eric Bailey from Arizona to speak about perceptions. Paul Smith (N.H.) suggested Curt Stedron to speak on leadership building skills. Colleen Rust (Wash.) suggested a follow-up session from Natalie Wood from NCSL.

Chair Bannister reminded all committee members to complete the PDS survey to be sent by Holly South. Vice Chair Novak (Idaho) recommended that all committee members jot down notes of interesting things that occur in our chambers and states and email those items to Sarah Bannister.

Tim Sekerak (Ore.), President, spoke briefly and thanked the committee for its work. He then introduced Anne Sappenfield, NCSL staff chair, who offered to assist the committee members.

Tara Perkinson (Va.) commented about guest speaker Gary Ware and several members offered positive feedback. Several members remarked that the interaction helped new attendees especially get to know one another, by serving as an ice-breaker, and recommended including other ice-breakers in new member orientation. Susan Kannarr (Kan.) recommended that all committee members solicit suggestions from their colleagues in their home states on potential future plenary session speakers.

Adjournment

There being no further business, upon a motion by Paul Smith (N.H.), and seconded by Monica Partida (Texas), the meeting adjourned at 3:30 pm.

Respectfully submitted,
Michelle Fontenot (La.), Vice Chair



Site Selection Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Site Selection Committee was called to order by Nanette Mitchell (Tenn.), chair, at 1:32 p.m.

Attendance

The following members were present: Daniel Hicks (Tenn.), Gretchen G. Overbey (La.), J.W. Wiley (La.), Christi Impastato (La.), Michelle Fontenot (La.), Adanna Hydes (Ky.), Rhonda Schierer (Ky.), Mary Ann Krol (Ky.), Lisa M. Ortiz McCutcheon (N.M.), Jeanine Wittenberg (Nev.), Sherry Rodriguez (Nev.), Keira Alkema (Alaska), Merigwen Kawakami (Alaska), Scott Caffey (Texas), Greg Gaitan (Texas), Nanci Longoria (Texas), Greg Glass (Tenn.) Krystle Isvoranu (Ariz.), Heather Fahey (Ariz.), Jackie Schulz (Alaska), Sarah Schaben (Mo.), Sarah Bannister (Wash.), José Rodríguez-Amorós (P.R.), Robert Altmann (W.Va.), Anne Landgrebe (W.Va.), Michelle Hill (Texas), Lourdes Litchfield (Texas), Angela Smith (La.), Marshall Long (Ala.), Bill Horn (Ala.), Monica Partida (Texas), Tracy Ortiz (Texas), Pat Harris (Ala.), Joyce Wright (Ala.), Jake Rose (Tenn.), Sue Morain (La.), Colleen Rust (Wash.), Susan Kannarr (Kan.), Louis Lindstrom (Wash.), John Hollman (Ill.), Dr. Tammy Wehrle (Wis.), Ellen Thompson (Wyo.), Mike Campbell (Texas), Andrew Feeney (Ill.), Rob Hunt (Maine), Sarah Ritter (Alaska), Nicole Albers (Texas), Sarah Armistead (Va.), Jeannine Layell (Va.), Jackie Scott (Va.), Lisa Davis (Miss.), Mary Andrus (Utah), Leah Thacker (Utah), Corinne Sloan (Va.), Jennifer Welch (Va.), Geneva Tulasz (Va.), Kristin Canterbury (W.Va.), Lindley Griffin (Va.), Amy Morris (N.C.), Ann Cornwell (Ark.), Liz Clark (Alaska), Chair Nanette Mitchell (Tenn.) and Vice Chair Sabrina Lewellen (Ark.).

Welcome and Introductions

Nanette Mitchell, Committee Chair, welcomed everyone to the meeting and provided opening comments. She thanked everyone for attending the 2022 PDS and the Host State Committee for all their many efforts to put on the conference. Each committee meeting attendee then introduced themselves.

Approval of Minutes

Upon a motion by Angela Smith (La.), and seconded by José Rodríguez-Amorós (P.R.), the minutes of the last meeting held on Sunday, July 31, 2022, at the 2022 NCSL Summit in Denver, Colorado, were unanimously approved.

Old Business/Updates

Things are moving ahead in Oregon as they prepare to host the 2023 PDS. The hotel space is good and fun events are being planned. Utah had to withdraw from consideration to host as their current leadership has not been as supportive as needed at this time.

Prayers and well wishes went out to Puerto Rico in light of Hurricane Fiona. Conversations and any recommendations regarding Puerto Rico hosting the PDS will be deferred until our next meeting as they are still working through details on dates and other meeting specifics. New Mexico is entertaining the possibility of hosting in Santa Fe. We will keep working on this and possibly have more information at the next meeting. Alaska and Hawaii are no longer interested in hosting at this time. The Chair advised she is still talking to other states and that if there are any other states who may be interested, a host state manual is available and can be shared.

The Chair explained the three (3) types of PDS meetings that we can hold:

1. **Traditional Meeting** = in a traditional meeting, the host state is responsible for all the fundraising and putting together the events;
2. **Hybrid Meeting** = in a hybrid meeting, the host state will pay for some of the meeting and the Society will set up a working group to raise other funds to pay for more of the meeting;
3. **No Host Meeting** = in a no host meeting, the state is not hosting despite it being held in that state. The Society sets up a council to plan and execute the meeting.

New Business

Tim Sekerak, President-elect, gave comments and words of appreciation regarding the good work of Chairman Nanette Mitchell and the entire Site Selection Committee. He was excited about the recruitment of new cities for future professional development seminars. The President-elect introduced Anne Sappenfield, NCSL Staff Chair. The Staff Chair thanked the committee for allowing her to join the meeting and encouraged the continued participation in ASLCS and with NCSL.

Adjournment

Upon a motion by Liz Clark (Alaska), seconded by Mary Andrus (Utah), the meeting was adjourned at 1:56 p.m. CST.

Respectfully submitted,
Sabrina N. Lewellen
Site Selection Committee Vice-Chair



Site Selection Committee - *continued*

Support Staff Committee

Meeting Minutes

2022 ASLCS Professional Development Seminar
Little Rock, Arkansas
Thursday, September 22, 2022

Call to Order

The meeting of the Support Staff Committee was called to order by Jeff Beighley (Wis.), Chair, at 2:15 p.m.

Attendance

The following members of the committee were present: Jennifer Welch (Va.), Vice Chair; Josh Babel (Ariz.); Jackie Scott (Va.); Monica Partida (Texas); Mike Campbell (Texas); Andrew Feeney (Ill.); Greg Glass (Tenn.); Leah Thacker (Utah); Mary Andrus (Utah); J.W. Wiley (La.); Sue Morain (La.); Geneva Tulasz (Va.); Sarah Armistead (Va.); Scott Caffey (Texas); Jeanine Wittenberg (Nev.); Jack Rose (Tenn.); Jeannine Layell (Va.); Ron Smith (La.); Angela Smith (La.); Ali Sagraves (Ohio); Pattie Wehmeir (Mo.); Heather Fahey (Ariz.); Darci Johnson (Ariz.); Kelly Fogleman (La.); Tara Perkinson (Va.); Roberto Lusanta (Nev.); Jacqueline Bell (Miss.); Kiffany Ward (Miss.); Joy Engelby (Mo.); Sabrina Lewellen (Ark.); Zack Griffith (Ky.); Elisa Wilson (Miss.); Becky King (Ky.); Robin Voss (Ark.) and Tracy Ortiz (Texas).

Others in attendance: President Tim Sekerak (Ore.) and Anne Sappenfield (Wis.), NCSL Staff Chair.

Approval of Minutes

Upon a motion by Josh Babel (Ariz.) and seconded by Sarah Armistead (Va.), the minutes of the last meeting held on Sunday, July 31, 2022, were approved.

President Tim Sekerak was recognized and thanked everyone on the committee. He said he would rely on the committee for new ideas and would support them. He also recognized Anne Sappenfield, NCSL Staff Chair, who was in attendance.

New Business

Chair Jeff Beighley explained that the committee is responsible for facilitating the Associate Exchange Program. He suggested that we submit those names to the Executive Committee if we have fewer than four applications. He also explained the program's purpose since there were new attendees present. Ali Sagraves (Ohio) added that the program gives participants an opportunity to visit other states to learn from them as well as for the hosts to learn from the participants.

The next topic was staff breakouts. Chair Jeff Beighley would like to increase the sections from seven to nine. It would separate the Legislative Operations section into two: Voting Systems & Calendar Staff and Bill Status and Committee Staff. It would also separate Administrative and Support Services into two: Administrative & Civic Education (which would include fiscal and business operations) and PR (Public Relations, Facilities, Safety and Security). This would make the sections more specific with the job duties. He encouraged everyone to fill out the survey. Andrew Feeney (Ill.) expressed his support of adding civics to a section as well as possibly incorporating a breakout that included constituent services. It was recommended by Sabrina Lewellen (Ark.) that we share that information as soon as possible to the next host state in order for them to plan logistically.

The question was asked if we would have staff breakouts at the Capitol in Eugene. It was advised that since the Capitol was under construction, we probably wouldn't get that opportunity.

The next topic was the Legislative Expo. Everyone felt that this year's format worked so well that we would continue that for the next PDS. Having it in the afternoon brought more attendance.

Josh Babel (Ariz.) encouraged everyone who will be attending the PDS in Oregon to consider participating in the Expo. Next year, the Society will be celebrating its 80th year anniversary, so it would be a great opportunity for states to showcase how the legislative process has evolved.

Chair Jeff Beighley explained that the committee is also responsible for sponsoring one or two concurrent sessions. He asked that if anyone has any ideas for topics, to please let him know.

Adjournment

Upon a motion by Sarah Armistead (Va.) and seconded by Jackie Scott (Va.), the meeting was adjourned at 2:45 p.m.

Respectfully submitted,
Jennifer Jones Welch (Va.), Vice Chair



Scholarship Awards Recipients



Cathy Carlson (MN)
Ed Burdick Scholarship - Recipient

Nate Sanko (PA)
David Ward Scholarship - Recipient

Christi Impastato (LA)
Ed Burdick Scholarship - Recipient



Lasting Impression Award Recipients

Erica McGinnis: Idaho

The thing I enjoyed most at the PDS was the immediate support and relationship building I experienced. I had heard ASLCS members were a friendly bunch, but as a new clerk it really hit home when colleagues I had just met offered their help and advice. I feel like I already have a deep roster of people to call on when unexpected or tricky situations arise, and that's a wonderful feeling! 2023 will be my sixth session with the Idaho House, third in the Clerk's office, and first as Chief Clerk. My husband and I have two kids, a teenage daughter and preschooler son. Outside of family and work, I love to run. I typically run 1 full and 2-3 half marathons a year – race suggestions are welcome!

Amy Morris: North Carolina

- My favorite part of the PDS was the staff breakouts.
- I have worked with the NC House for 6 years.
- A little about myself: I enjoy woodworking, running, and hiking, and I want to say thank you to everyone who made the PDS so great.

Louis Lindstrom: Washington

I am the Deputy Civic Education Director for the Washington State Senate. I have worked for the Washington State Senate since January of 2019 where I began as a legislative intern and the rest is history. There were many things that I loved about the PDS in Little Rock. The speakers and activities were really insightful, Arkansas was beautiful (despite the heat because we don't have that in the PNW), and I have to mention Karaoke since I never thought I would sing in public, let alone in a room filled with strangers. However, I enjoyed the people most of all. This being my first PDS I was worried about meeting new people and feeling a bit out of place but that was not the case at all.

Everyone who I talked to was so kind and engaging and I could tell that they were extremely passionate about their work but also the ASLCS community. I felt so welcomed and that is what makes me so excited to continue engaging with the society.

A little bit about me is that I was born in raised in Tacoma Washington and I was raised by two amazing parents, Bonnie and Bob, alongside my fantastic older brother Henry. For the longest time since I was a kid I wanted to be an Actor, the host of SNL, a fashion designer, a veterinarian, the owner of a cheer gym, and a baker. I think it is pretty obvious that I am none of those things but those are still my passions and hobbies. I love designing and creating clothing for myself, friends, and family; I try to keep up with my cheerleading roots despite my body not being as resilient as it once was; I love watching theater productions and SNL; I have a fantastic brownie and Swedish apple pie recipe; and I am a proud cat dad so I can check veterinarian off too. Overall, I have many different interests and, although I don't always keep up with them on a regular basis, that is one of the best things I have found about life. Find the things that you think are fun or interesting and just try. You don't have to make a career out of everything the same way I didn't, but it provides variety.

If you are one of the fantastic people I met in Little Rock then I look forward to seeing you in Oregon, and if I have not had the pleasure of meeting you I look forward to the opportunity!

Mike Queensland: Wisconsin

I enjoyed attending the PDS in Little Rock. The PDS presented a good opportunity for all attendees to share ideas on improving the legislative process. I appreciated meeting and getting to know other ASLCS members better. I also benefited by learning from our international partners about their operations.

I have worked in the Wisconsin Legislature for 13 years. I was elected by the Wisconsin Senate as its Chief Clerk on January 4, 2021. Previously I served as an attorney for Wisconsin Legislative Council where I advised legislators and legislative committees on issues relating to agriculture, criminal law, drug policy, and the judiciary. At Legislative Council, I also provided the Legislature counsel on matters relating to legislative procedure and operations.

As far as personal information goes, here are a few details about me for you to pick and choose from:

I am 37 years old and married with two sons (ages 7 and 4).

I grew up on a farm in southeastern Minnesota.

I enjoy hiking, paddling, and about anything else that gets me outdoors.

In college, I competed in track and field for UW-La Crosse where we won three team national championships and I was a three-time All-American. Currently I enjoy coaching youth track and field in my spare time.

I am a cancer survivor. I have had two surgeries and 42 rounds of proton beam radiation to treat a rare type of cancer called "chordoma" in my skull base.

Kyrstle Isvoranu: Arizona

I was very excited to attend my first PDS in Little Rock this year! I thought PDS was awesome. I met so many incredible, dedicated legislative staffers and everyone was very welcoming. I was honored to be thought of for the Lasting Impression Award – what a warm welcome! I have been at the Arizona State Legislature for 5 years now, with my 6th session coming up quickly!

My husband Dan and I are getting ready to welcome our second baby girl in early December. We are very much looking forward to being a family of 4! I enjoy reading fiction when I can, traveling to new places and trying new restaurants.

Cheri Lujan: New Mexico

A native to New Mexico, Cheri is a mother to 4 children and 6 grandchildren with one on the way. She has been serving as the acting Senate Chief Clerk since November 2022 . She will be nominated and sworn in on January 17, 2023 after working seasonally for the legislature from 2006- 2019 and returning in 2022. At PDS Cheri enjoyed meeting her counterparts, starting new friendships and base of new resources and getting to know each other.



Lasting Impression Award Recipients

Legislative Announcements

Retirements Announced

By Robert Haney:

As many of you may be aware, I resigned my position as Chief Clerk of the Texas House of Representatives after 20 years in that role on November 11th, 2022, to begin a new professional chapter as a legislative consultant and lobbyist.

House Speaker Dade Phelan was kind enough to consider my recommendation for a replacement, and he has appointed my longtime Assistant Clerk, Stephen Brown, as the new Chief Clerk. Stephen has worked in the Clerk's Office for 17 years and he will do a wonderful job. I can't wait for you all to welcome him to ASLCS with open arms when he attends his first meeting.



Not a day goes by for many principal Clerks or Secretaries where an opportunity arises to improve the lives of other participants around the legislative process by solving difficult problems and streamlining vital procedures of the legislative process.

Of course, as Chief Administrative Officers for legislative chambers, we often have to say no to legislators and staff, but these awkward situations generally create better outcomes for the citizen's elected legislators in a very proper way. In many chambers around the country, compensation for officers falls far behind what is paid many less

experienced staff, and going forward this issue needs to be brought front and center to have the responsibility match the pay. In lieu of proper compensation, participation in a society like ASLCS is a great benefit and creates personal growth and improves legislatures for the better. Routinely attending the meetings of ASLCS is key to producing great successes as a governing body.



My decision to leave a position that has been a unique honor and privilege since I was 30 years old was extremely difficult. In the end we as individuals have to embrace a truth that loyalty to work has an expiration date, and we must consider what else we can do to improve the lives of those in our surroundings because the time we have left is limited.

Although my next career steps are into the shadowy world of the lobby, I will continue to insist on improving my surroundings as I go, as I have inside the beautiful Texas State Capitol building.

The members of ASLCS will never be far from my mind at any time. The impact of my membership and serving as President in 2017-2018 has instilled a lifetime of friendships and knowledge since my first PDS in Coeur d'Alene, Idaho in 1999. My ASLCS relationships have made all the difference for how I practiced my craft as Clerk of the House. For this reason, I encourage each and every one of you to

continue participating in NCSL meetings. Even if you never serve as the Principal Clerk or Secretary for a chamber, you need to know that you matter immensely in the legislative process and many of us appreciate your tireless efforts every day.

Thank you for the memories, the love, and for making me a better professional.

- Robert Haney



Shout Outs

Arkansas 2022 PDS Host State Committee

There are not enough words to adequately capture my sincere appreciation to the members of the Arkansas 2022 PDS Steering Committee and the full Host State Committee for all of their hard work, commitment, creativity and sacrifice over the past three years in our efforts to execute the ASLCS 2022 PDS year in Little Rock. Because of you, our PDS was a success!

Thank you for your dedication to ASLCS, the Arkansas General Assembly and the State of Arkansas.

Forever grateful,
Sabrina N. Lewellen, Deputy Director & Assistant Secretary of the Arkansas Senate
2022-2023 NCSL Staff Vice Chair

Legislative Announcements - *continued*

Shout Outs - *continued*

A shout out to our Deputy Chief Clerk, Josh Babel on his appointment to the Mason's Manual Commission! We are excited to have him representing Arizona and appreciate his willingness to serve!

-From the Chief Clerk's Office and the House Rules Office, Arizona State Legislature

Thank you, Natalyn Williams, Chief Clerk of the Alabama House of Representatives for all of your assistance in guidance during my transition to the Alabama House. Your experience and expertise have been invaluable. Thank you for all you do for staff and members!

You are an asset to the State of Alabama.

-John Treadwell, Clerk of the House

Obituaries

Steven Arias, former chief clerk of the New Mexico House of Representatives, passed away on Aug. 28, 2022. First been elected to the role in 1983, Arias served as chief clerk for 32 years and retired in 2014.

During his time as chief clerk, Arias was an active member of the American Society of Legislative Clerks and Secretaries (ASLCS) and served on the ASLCS Executive Committee, the group's governing board, three times. He was also a member of the 2000 Mason's Manual Revision Commission, which is responsible for updating the Mason's Manual of Legislative Procedure. In 2012, ASLCS honored his service to the New Mexico House of Representatives and ASLCS with the Legislative Staff Achievement Award. Susan Schaar, clerk of the Senate of Virginia, recalled Arias' love and enthusiasm of ASLCS.

Patrick O'Donnell, clerk of the Nebraska legislature, remembered Arias as someone "who exemplified a love for his state and a passion for his work as

Chief Clerk of the New Mexico House of Representatives, and a mentor who taught many of us a respect for the legislative institution and a commitment to public service."

In fact, Arias' passion for the legislative institution and mentoring clerks, secretaries and their staff was put into action when he sought to establish parliamentary relationships with clerks in Mexico and Central America. Arias served as the founding member of ANOMAC (La Asociación Nacional de Oficiales Mayores de los Congresos de los Estados y Distrito Federal or the National Association of Chief Clerks of Mexico's State Legislatures and the Federal District of Mexico). Arias' participation and leadership laid the groundwork for a mutually beneficial relationship between ASLCS and ANOMAC that continues today. Liz Clark, secretary of the Alaska Senate, reflected that "though his loss will be felt deeply by ASLCS and ANOMAC members, his contribution to both societies will be a long-lasting reminder that we all do better when we collaborate. Joining people together in both work and play and making them feel at home, como familia, was Steve's superpower."

In 2018, the New Mexico House of Representatives passed House Memorial 105, which honored Arias' more than 40 years of dedicated and loyal service to the chamber and the New Mexico Legislature. Arias is remembered by House members, including Speaker Brian Egolf (D), for his deep commitment to the legislative institution, his knowledge and enforcement of legislative procedures, practices and traditions and his willingness to mentor new members as they started their legislative services.

Winter Wonderlands

Our capitol wonderlands of the seasons change.



Photo Gallery



































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