



# The Legislative Administrator

Fall 2022

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





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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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A special thank you to all who submitted photographs, articles,  
and background material.

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*Colorado Living. Centennial, Colorado - Denver Metro Area Residential Autumn Panorama with the view of a Front Range mountains in the distance*



## President's Message

Greetings ASLCS friends!



It is hard to believe that fall will soon be here. I hope everyone has had a great summer and found time to enjoy the warmer weather with family and friends. Thank you to all of you who have been diligently continuing the work of the Society during this time. It has certainly been a busy year!

Our Spring Meeting in Ft. Lauderdale and the NCSL Summit in Denver were both well attended and productive. I know that many of us are still in session in the spring, and the Summit may conflict with summer commitments. However, the bulk of committee work is often handled at those two meetings, so thank you to those who were able to schedule the time to attend.

The International Communication and Development committee has been working with the Executive Committee to expand the number of international attendees at our PDS. I'm pleased to announce that invitations were extended to our colleagues in Germany, Israel, and the Republic of Ireland. We all know of the value of learning from one another's systems, and I appreciate the commitment of the Executive Committee to continue to expand the reach of our invitations into the future.

A process of selecting two Principal members of ASLCS to serve as Parliamentarians for the annual NCSL Business Meeting is being determined by the ASLCS Executive Committee. NCSL has graciously offered to both waive the registration fee to the Summit, and publicly promote those who are selected each year. A competitive selection process, which includes input from the Mason's Manual Commission, is being discussed.

The Strategic Planning committee has unanimously recommended adding an elected Associate member to the ASLCS Executive Committee. Amendments to our Bylaws will be voted upon at our Annual Meeting at the PDS to create the position of Associate Vice-President-elect. Upon approval, the Executive Committee would then determine the responsibilities of the position with amendments to our Standing Orders. It is my hope that this new position will serve a role in assisting the Secretary-Treasurer with their duties.

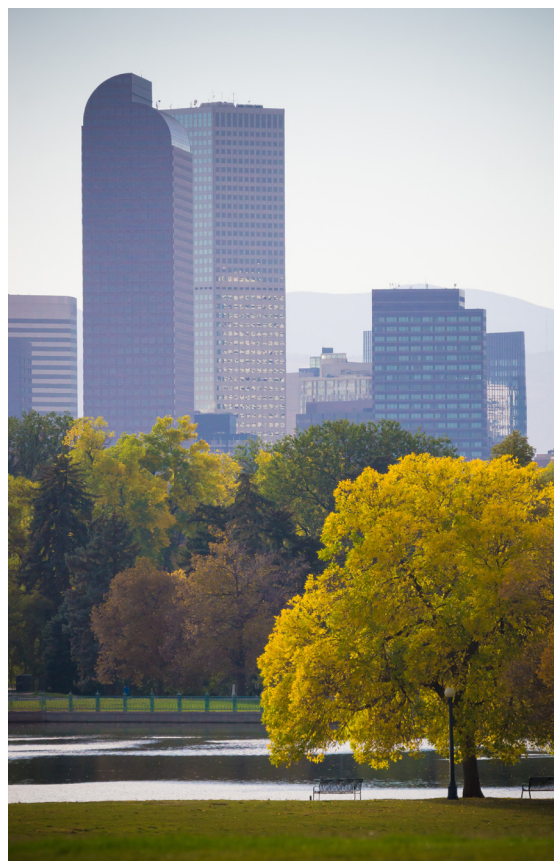
Finally, I would like to congratulate Sabrina Lewellen (AR) on her election as Staff Vice Chair of the NCSL Executive Committee, as well as Steve Marshall on his retirement as Assistant Secretary of the Vermont Senate. I know Sabrina will represent the interests of the Society well, and Steve's service to ASLCS (while very much appreciated) will be missed!

As my time serving as your President comes to an end, I would again like to thank you for this incredible opportunity to serve. Lifetime memories have been made, and I'm excited about the future of ASLCS. It has truly been a rewarding experience, and has afforded me the chance to have a front row seat to all of the great things we are accomplishing together. Thank you!

Sincerely,

Brad Young  
Clerk of the Ohio House of Representatives  
ASLCS President







## 2021-2022 Executive Committee



**PRESIDENT  
BRAD YOUNG**

Clerk  
Ohio House of  
Representatives



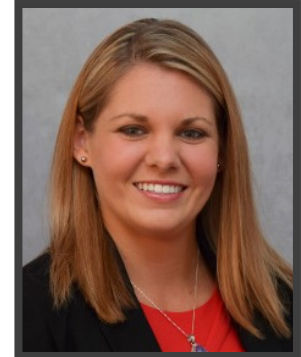
**PRESIDENT-ELECT  
TIM SEKERAK**

Clerk  
Oregon House of  
Representatives



**SECRETARY-TREASURER  
YOLANDA DIXON**

Secretary  
Louisiana Senate



**ASSOCIATE VICE-PRESIDENT  
ALI SAGRAVES**

Assistant Clerk/Committee Clerk  
Ohio House of  
Representatives



**APPOINTED  
PRINCIPAL MEMBER  
DONNA ROBINSON HOLIDAY**

Chief Clerk  
of the Kentucky Senate



**ELECTED  
ASSOCIATE MEMBER  
RON SMITH, II**

Assistant Clerk  
Louisiana House of  
Representatives



**APPOINTED  
PRINCIPAL MEMBER  
DANA RADEMAN MILLER**

Chief Clerk & Administrator  
Missouri House of  
Representatives



**ELECTED  
PRINCIPAL MEMBER  
ROB HUNT**

Clerk  
Maine House of  
Representatives



**APPOINTED  
ASSOCIATE MEMBER  
ANN MARIE WALP**

Senior Policy Advisor  
Tennessee Senate



**APPOINTED  
ASSOCIATE MEMBER  
JOSHUA BABEL**

Assistant Chief Clerk  
Arizona House of  
Representatives



**IMMEDIATE PAST PRESIDENT  
PAUL SMITH**

Clerk  
New Hampshire House of  
Representatives



**IMMEDIATE PAST ASSOCIATE  
VICE-PRESIDENT  
JAY BRAXTON**

Assistant Clerk  
Virginia House of  
Delegates



# American Society of Legislative Clerks and Secretaries

## 2022 PROFESSIONAL DEVELOPMENT SEMINAR



**Little Rock Marriott | Little Rock, Arkansas**  
**September 18-23, 2022**

### AGENDA

#### SUNDAY, SEPTEMBER 18, 2022

<b>8:30 a.m.- 11:30 a.m.</b>	<b>2030 Mason's Manual Commission</b> <i>Coffee and pastries will be served.</i>
<b>1-6 p.m.</b>	<b>Registration and Information Desk</b>
<b>3-4:30 p.m.</b>	<b>2020-2021 Executive Committee</b> <b>Presiding:</b> Brad Young, 2021-2022 ASLCS President and Clerk of the Ohio House of Representatives
<b>1-3 p.m.</b>	<b>Nominating Committee</b>
<b>4:15-5:45 p.m.</b>	<b>Membership Orientation and Mixer</b> <i>Hosted by the Membership and Communication Committee</i>  <b>Mentor-Mentee Meet &amp; Greet</b> <b>4:15-5:00 p.m.</b> For new attendees and mentors  <b>ASLCS Membership Orientation</b> <b>5:00-5:15</b> New and returning members! All are welcome to drop in to learn more about ASLCS while enjoying refreshments and an excellent view of the Arkansas River.  <b>Membership Mixer</b> <b>5:15-5:45</b> Grab a drink, meet other ASLCS members and exchange pins!  <i>Thank you to our sponsor, Xcential Legislative Technologies!</i>



<b>4:30-5 p.m.</b>	<b>Internal Audit Committee</b> (immediately following Executive Committee meeting)
<b>6-7:30 p.m.</b>	<b>Opening Night Reception</b> The Arkansas Host State Committee welcomes everyone to Little Rock with cocktails, hors d'oeuvres and live music.
<b>9 p.m.- Midnight</b>	<b>Hospitality Suite</b>
<b>MONDAY, SEPTEMBER 19, 2022</b>	
<b>8 a.m.-5 p.m.</b>	<b>Registration and Information Desk</b>
<b>8-9 a.m.</b>	<b>Breakfast</b> <i>Thank you to our sponsor, Sliq Media Technologies!</i>
<b>9:30-11 a.m.</b>	<b>Plenary Session: A Workplace That Plays Together, Stays Together</b> In this interactive workshop, we'll learn how the "power of play" can strengthen your workplace, from improving staff retention to increasing collaboration to spurring innovation. <b>Introduction:</b> Brad Young, ASLCS President and Clerk of the Ohio House of Representatives <b>Speaker:</b> Gary Ware, Breakthrough Play LLC
<b>11:30 a.m.- 1p.m.</b>	<b>Lunch at the Arkansas Association of Counties</b> Buses will load outside the front entrance at 11:15 a.m.
<b>1-2:45 p.m.</b> <i>Arkansas State Capitol</i>	<b>Legislative Staff Breakout Sessions</b> Take your networking and problem-solving to the next level! Staff breakout sessions provide a forum where attendees can discuss specific parliamentary situations and administrative challenges. Talk to experienced colleagues, obtain helpful solutions and discuss shared experiences with your colleagues across the country. <b>Note: Staff Breakout Sessions are open only to legislative staff.</b>  7 break-out sessions for:  <b>Principal Clerks and Secretaries –</b> This session is designed for currently serving Principal Clerks and Secretaries. <b>Moderator:</b> Brad Young, Clerk of the Ohio House of Representatives  <b>Assistant/Deputy Clerks and Secretaries –</b> This session is designed for the assistant or deputy chief clerk or secretary of the chamber. <b>Moderator:</b> Ali Sagraves, Assistant Clerk, Ohio House of Representatives  <b>Legislative Operations: Journal Staff –</b> This session is designed for staff whose work directly relates to the legislative process via the journal. <b>Moderators:</b> Angela Smith, Assistant Clerk of the House, Louisiana House of Representatives and Sarah Curry, Journal Clerk, Oregon House of Representatives



**Legislative Operations: Technology Staff –**

This session is designed for staff whose work directly relates to the legislative process via information technology.

**Moderators:** Joy Engelby, Application Development Supervisor, Missouri House of Representatives and Zack Griffith, Software Engineer, Kentucky Legislative Research Commission

**Legislative Operations: Enrolling and Engrossing Staff –**

This session is designed for staff whose work directly relates to the legislative process via engrossing and enrolling.

**Moderators:** Greg Glass, Chief Engrossing Clerk, Tennessee House of Representatives and Jacqueline Scott, Indexing & Enrolling Director, Virginia House of Delegates

**Legislative Operations: Calendar Staff, Bill Status/History and Committee Staff – Appropriations Committee (2<sup>nd</sup> Floor, Room 228)**

This session is designed for staff whose work directly relates to the legislative process via the calendars and agendas, bill index and status, and committee operations.

**Moderators:** Martha Jarrow, Director of Member Services, Arkansas House of Representatives and Jackie Schulz, Alaska House of Representatives

**Administrative and Support Services: Administration, PR, Facilities, Safety and Security Staff –**

This session is designed for staff whose work supports the legislative process via fiscal administration, information and public relations, facilities management, purchasing, printing, document handling, mail rooms, safety, security, and general support services.

**Moderator:** Bill Horn, Facilities Director, Alabama Senate

*Sponsored by the ASLCS Support Staff Committee*

**2:45-4 p.m.      Tours of the Capitol Grounds and Monuments**

**5:45-8:30 p.m.      Evening at the Governor's Mansion**  
Buses will load at 5:45.

**9 p.m.-  
Midnight      Hospitality Suite**

**TUESDAY, SEPTEMBER 20, 2022**

**8 a.m.-4 p.m.      Registration and Information Desk**

**8-9 a.m.      Breakfast**

**9:15-11 a.m.      Concurrent Session – Stayin' Alive: Changes Made During COVID that are Hangin' Around**  
Important customs and traditions make legislative chambers naturally slow to accept new technologies. However, from new voting methods to remote public testimony, the COVID-19 pandemic accelerated the adoption of technological changes by state legislatures throughout the country. This session will focus on changes to legislative rules, practices, and expectations that will remain in place moving forward.

**9:15-11 a.m.      Concurrent Session –Managing Expectations: Caution! Work in progress!**  
Much of life's discomfort and unhappiness happens in the space between expectations and reality- especially in the workplace. The "Great Reshuffle" is proof of this and the effects have not bypassed our state legislatures. Finding and retaining good legislative

	<p>staff seems to have become more and more difficult. In this interactive session, NCSL's Natalie Wood will share what she has learned about the changing motivations and expectations that employees are bringing to legislative workplaces and spark a discussion about how your legislature can be an employer of choice.</p> <p><b>Speaker:</b> Natalie Wood, director, Center for Legislative Strengthening, NCSL</p>
<b>11:30 a.m.-1:30 p.m.</b> <i>Robinson Center, Grand Ballroom</i>	<p><b>ASLCS Lunch and Business Meeting</b></p> <p><b>Presiding:</b> Brad Young, ASLCS President and Clerk of the Ohio House of Representatives</p> <p>Buses will load at 11:15 at the Marriott and at 1:40 for the return trip.</p> <p><i>Thank you to our sponsor, International Roll-Call Corporation!</i></p>
<b>2:15-3:30 p.m.</b>	<p><b>Concurrent Session – Going Beyond the Basics: Expanding your Civic Education Universe</b></p> <p>Who better to teach about the legislative branch than the legislative branch? In this session, we will explore fun and creative ways you can take the next step in educating the students and adults of your state about their government and how to participate in it. From big ideas to baby steps, we'll discuss what some other states are doing in this arena and brainstorm ideas that could be a good fit for yours.</p> <p><b>Panelists:</b> Colleen Rust, Deputy Secretary, Washington Senate; Brian McKinley, Sergeant at Arms, Oregon House of Representatives; and Jeff Takacs, Clerk, Florida House of Representatives</p>
<b>2:15-3:30 p.m.</b>	<p><b>Concurrent Session – The Who, What, Why and How of State Legislatures</b></p> <p>An interactive discussion comparing the ways legislatures are structured and how they operate. Come prepared with questions and scenarios for your colleagues from around the country!</p> <p><b>Moderator:</b> Jennifer Novak, Secretary, Idaho Senate</p>
<b>3:45-5 p.m.</b>	<p><b>Concurrent Session – Maximize Your Dues! Getting the most out of ASLCS and NCSL</b></p> <p>Legislatures pay dues to ASLCS and NCSL – but are <i>you</i> getting the most bang for their buck? Join us for a session to learn more about both organizations and find out how you can get the most out of your membership.</p>
<b>3:45-5 p.m.</b>	<p><b>Concurrent Session – Coping with Rules Resistance and Increasing Incivility</b></p> <p>A look at the growing trend of resistance to the written and unwritten rules of the legislature, both internally and externally, and strategies to deal with it. This session will give you the opportunity to share experiences and solutions from your state.</p>
<b>5:30-9 p.m.</b>	<p><b>Evening at the William J. Clinton Presidential Library and Museum</b></p> <p>Buses will load at 5:15.</p>
<b>9 p.m.-Midnight</b>	<p><b>Hospitality Suite</b></p>
<b>WEDNESDAY, SEPTEMBER 21, 2022</b>	
<b>8 a.m.-3 p.m.</b>	<p><b>Registration and Information Desk</b></p>
<b>8-9:15 a.m.</b>	<p><b>Breakfast</b></p> <p><i>Thank you to our sponsor, Thomson Reuters!</i></p>
<b>9:30-11 a.m.</b>	<p><b>Plenary Session: A Conversation with the U.S. House Clerk</b></p>



	Join us for a discussion with the Clerk of the U.S. House of Representatives, The Honorable Cheryl L. Johnson
<b>11:15-11:45 a.m.</b>	<b>Committee Chair Transition</b> <b>Presiding:</b> Timothy Sekerak, ASLCS President-Elect and Clerk of the Oregon House of Representatives
<b>Noon-2 p.m.</b>	<b>Lunch on your own</b>
<b>2-3:30 p.m.</b>	<b>Legislative Staff Breakout Sessions</b> By popular demand – a second staff breakout session! Reconvene with your colleagues and take your networking and problem-solving to the next level! <b>Note: Staff Breakout Sessions are open only to legislative staff.</b> <ul style="list-style-type: none"> <li>• <b>Principal Clerks and Secretaries</b> <b>Assistant/Deputy Clerks and Secretaries</b></li> <li>• <b>Legislative Operations: Journal Staff</b></li> <li>• <b>Legislative Operations: Technology Staff</b></li> <li>• <b>Legislative Operations: Enrolling and Engrossing Staff</b></li> <li>• <b>Legislative Operations: Calendar Staff, Bill Status/History and Committee Staff</b></li> <li>• <b>Administrative and Support Services: Administration, PR, Facilities, Safety and Security Staff</b></li> </ul> <p><i>Sponsored by the ASLCS Support Staff Committee</i></p>
<b>4-5:30 p.m.</b>	<b>Legislative Expo and Reception</b>
	<b>Evening on your own</b>
<b>9 p.m.-Midnight</b>	<b>Oregon Night in the Hospitality Suite</b> <i>Courtesy of the Host State Committee for the 2023 PDS in Eugene, Oregon</i>
<b>THURSDAY, SEPTEMBER 22, 2022</b>	
<b>8 a.m.–3 p.m.</b>	<b>Information Desk</b>
<b>8-9 a.m.</b>	<b>Breakfast</b>
<b>9:15-10:45 a.m.</b>	<b>Plenary Session: Mason's Manual and Its Place in the Changing World</b> Learn about the 2020 Manual and how it interacts with the world around it. Panelists will discuss what's in the new manual and emerging case law. <b>Panelists:</b> Paul Smith, Clerk, New Hampshire House of Representatives; Liz Clark, Secretary, Alaska Senate; Susan Kannarr, Clerk, Kansas House of Representatives
<b>11-Noon</b>	<b>Modernizing Workplace Procedures: A Global Perspective</b> Updating workplace procedures following the pandemic is a global issue facing legislative chambers all around the world. Hear from international clerks on the challenges they face, and what creative solutions they have implemented to update their procedures to recruit and retain talented staff, while maintaining a healthy workplace for all. <b>Moderators:</b> Yolanda Dixon, Secretary, Louisiana Senate and Obie Rutledge, Deputy Chief Clerk, Oregon House of Representatives

<b>Noon-1:15 p.m.</b>	<b>Grab &amp; Go Lunch</b> <i>Boxed lunches will be served</i>
<b>Noon-1 p.m.</b>	<b>Pin Contest!</b> Turn in the pins and business cards you've been collecting all week – prizes will be awarded at the State Dinner.
<b>1:30-2:15 p.m.</b>	<b>"A" Committees*</b> <ul style="list-style-type: none"> <li>• Bylaws and Standing Orders –</li> <li>• Inside the Legislative Process –</li> <li>• Site Selection –</li> <li>• Technology –</li> </ul> <i>*You are encouraged to attend committee meetings even if you don't currently serve on a committee and to join those still in progress once yours has ended.</i>
<b>2:15-3 p.m.</b>	<b>"B" Committees*</b> <ul style="list-style-type: none"> <li>• International Communication and Development –</li> <li>• Legislative Administrator –</li> <li>• Membership and Communication –</li> <li>• Support Staff –</li> </ul>
<b>3-3:45 p.m.</b>	<b>"C" Committees*</b> <ul style="list-style-type: none"> <li>• Canadian-American Relations –</li> <li>• Professional Journal –</li> <li>• Program Development –</li> </ul>
<b>3:45-4:30 p.m.</b>	<b>Special Committees</b> <ul style="list-style-type: none"> <li>• Budget and Financial Review –</li> <li>• Strategic Planning –</li> </ul>
<b>6-7 p.m.</b>	<b>President's Reception</b> <i>Thank you to our sponsor, Propylon!</i>
<b>7-11 p.m.</b>	<b>State Dinner</b> Celebrate ASLCS at the annual State Dinner, featuring entertainment from Lagniappe! <b>Presiding:</b> Brad Young, ASLCS President and Clerk, Ohio House of Representatives
<b>FRIDAY, SEPTEMBER 23, 2022</b>	
<b>8:30-9:30 a.m.</b>	<b>Breakfast and Business Meeting</b> <b>Presiding:</b> Timothy Sekerak, 2022-2023 ASLCS President and Clerk, Oregon House of Representatives
<b>9:30-Noon</b>	<b>2022-2023 Executive Committee</b> <b>Presiding:</b> Timothy Sekerak, ASLCS President and Clerk, Oregon House of Representatives
<b>Noon</b>	<b>Meeting Adjourned</b>



# Bylaws and Standing Orders Committee

## Meeting Minutes

2022 Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Bylaws and Standing Orders Committee was called to order by Chair, Susan Furlong (NV) at 1:00 p.m.

### Attendance

The following members of the committee were present: Vice-Chair, Ron Smith (LA); Michael Adams (VA); Josh Babel (AZ); Kay Inabnet (WI); Margaret O'Brien (MI); Dana Rademan Miller (MO); Ali Sagraves (OH); Paul Smith (NH); and Patsy Spaw (TX). Also present were Lourdes Litchfield (TX) and Patience Worrel (TX).

### Approval of Minutes

Upon a motion by Paul Smith (NH), seconded by Ali Sagraves (OH), the minutes of the last meeting held April 30, 2022, at the Spring Meeting in Fort Lauderdale, Florida, were approved.

### Old Business

Subcommittee chair Paul Smith (NH) spoke on behalf of the subcommittee composed of Ali Sagraves (OH), Patsy Spaw (TX), and Josh Babel (AZ). Mr. Smith reviewed the subcommittee's draft changes to the Standing Orders regarding succession procedures for Society officers. Following review of the draft and discussion by the committee, Paul Smith moved that the committee approve the draft language and submit it to the Executive Committee for consideration. Ali Sagraves (OH) seconded this motion. The motion passed unanimously.

### Discussion

The committee discussed President Brad Young's charge to the Strategic Planning Committee that it consider whether an additional Associate member should be added to the Executive Committee as an officer of the Society.

If approved, changes to the Bylaws and Standing Orders will be needed.

President Brad Young (OH) briefed the committee in relation to NCSL's request that ASLCS establish a process for the selection of two Society members who are parliamentarians for their respective chambers to serve as co-parliamentarians at the NCSL annual business meeting held at the Legislative Summit and at any additional NCSL meetings where parliamentary issues may arise.

### Adjournment

Upon a motion by Paul Smith (NH) seconded by Josh Babel (AZ), the meeting was adjourned at 1:35 p.m.

Respectfully submitted,  
Ron Smith (LA), Vice Chair



# 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 Zoom Meeting  
August 11, 2022

### Call to Order

The meeting of the Professional Journal Committee was called to order by Chair Heshani Wijemanne (Calif.) at 1:01 p.m. PST.

### Attendance

The following members of the committee were present: Morgan Barton (Mo.), Sarah Curry (Ore.), Joy Engelby (Mo.), Erin Gillitzer (Wis.), Sanam Hooshidary (Calif.), Bernadette McNulty (Calif.), Mollie Melton (N.C.), Jamie Oswalt (Ala.), Heshani Wijemanne (Calif.), BetsyAnn Wrask (Vt.).

### Approval of Minutes

Upon a motion by Bernadette McNulty (Calif.), seconded by Joy Engelby (Mo.), the minutes from the 2022 Spring Business Meeting in Fort Lauderdale, Florida were adopted.

### Old Business

Heshani Wijemanne (Calif.), Chair, shared that Sarah Curry (Ore.), Vice Chair, did make a Facebook post on the ASLCS Facebook page but it did not garner any responses or leads. Sarah did, however, represent the Committee at the Spring Business Meeting and made some connections which did produce a few leads.

### New Business

Morgan Barton (Mo.) shared that a few people showed up to the NCSL Summit in Denver, Colorado but that no further leads were provided. Morgan did share a report at the business lunch and asked for willing writers to reach out to the Committee. Chair Heshani shared that the committee has acquired some good content

for the next publication: (1) an Engrossing and Enrolling article written by California (Sanam Hooshidary) which is set to be completed by the deadline, (2) A technology article written by Megan Martin of the Pennsylvania Senate about their virtual participation/voting configuration for their chamber which is also set to be complete by the deadline, (3) a case law article provided by Tim and Obie from Oregon about single item vetoes which is just about ready, and some other case law that is ready to be reviewed, (Sanam will be reaching out to Michael Queensland (Wis.) who offered to review and write on some case law). The Procedural Subcommittee (Jamie Oswalt) had no updates to share.

Heshani reminded the committee that the next deadline is the Fall PDS meeting where the committee will edit and review the final drafts of articles.

### Adjournment

Upon a motion by Sarah Curry (Ore.), seconded by Bernadette McNulty (Calif.), the meeting was adjourned.

Respectfully submitted,  
Sarah Curry (Ore.)





# Technology Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Technology Committee was called to order at 1:00 p.m. on Sunday, July 31, 2022 by Mike Queensland (Wis.), Chair.

### Attendance

The following members of the committee were present: Mike Queensland (Wis.), Chair; Rebecca Silbernagel (Vt.), Vice Chair; Melanie Newby (Va.); Mollie Melton (N.C.); Amy Morris (N.C.); Lacy Ramirez (Ore.); and Brendan Bucy (Nev.). Also present: Holly South (NCSL).

### Approval of Minutes

Upon motion by Rebecca Silbernagel (Vt.), seconded by Lacy Ramirez (Ore.), the minutes from the ASLCS Spring Business meeting in Fort Lauderdale, Florida and the minutes from the ASLCS PDS in Portland, Maine were approved.

### Old Business

The committee discussed plans for a concurrent session, sponsored by the Technology Committee, at the 2022 PDS in Little Rock, Arkansas. Rebecca Silbernagel (Vt.) described a proposal for a session that focuses on uses of technology adopted during the COVID-19 pandemic that legislative chambers will continue to use moving forward. The committee had previously discussed this proposal at the 2022 ASLCS Spring Meeting in Fort Lauderdale, Florida. Mike Queensland (Wis.) noted that important customs and traditions make legislative chambers naturally slow to accept new technologies. However, the COVID-19 pandemic accelerated the adoption of technological changes by state legislatures throughout the country. The session sponsored by the Technology Committee will focus on changes to legislative rules, practices, and expectations that will remain

in place moving forward. The committee generally agreed, without a vote, to move ahead with this proposal.

### New Business

Mike Queensland (Wis.) opened discussion regarding the ASLCS website. The committee is required, under the ASLCS Website and Facebook Standing Orders, to review the website's design on an annual basis. Queensland suggested that the committee explore options for creating a web page dedicated to listing websites for each legislative clerk or secretary. He also suggested the committee consider options to provide ASLCS members with password-protected electronic access to the ASLCS roster. Committee members agreed to seek additional input from fellow ASLCS members before making any recommendations to the Executive Committee.

### Adjournment

Without objection the Technology meeting was adjourned at 1:45 p.m.

Respectfully submitted,  
Mike Queensland (Wis.), Chair



# Canadian-American Relations Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Canadian-American Relations Committee was called to order by Dana Rademan Miller (Mo.) in the place of Yolanda Dixon (La.), Chair, at 2:34 p.m. (MT).

### Attendance

The following members of the committee were present: Michael Adams (Va.), Ann Cornwell (Ark.), Susan Furlong (Nev.), Robert Haney (Texas), Pat Harris (Ala.), Bo Hoover (W.Va.), Bill Horn (Ala.), Marshall Long (Ala.), Nanette Mitchell (Tenn.), Michael Queensland (Wis.), Dana Rademan Miller (Mo.), Ali Sagraves (Ohio), Rebecca Silbernagel (Vt.), Patsy Spaw (Texas), and Joyce Wright (Ala.). Other guests included Brad Young (Ohio), President, and Andy Janes, Consulate General of Canada in Denver.

### Approval of Minutes

Upon a motion by Pat Harris (Ala.), seconded by Nanette Mitchell (Tenn.), the minutes of the last meeting held Saturday, April 30, 2022 at the ASLCS Spring Business Meeting in Fort Lauderdale, Florida, were unanimously approved.

### Old Business

The Chair reminded the committee that the meeting of the Clerks-at-the-Table Association in Canada (CATTs) will be held on Prince Edward Island, August 29-September 2, 2022, and that ASLCS will be well-represented with President Brad Young (Ohio), Associate Vice-President Ali Sagraves (Ohio), and Chair Yolanda Dixon (La.) in attendance, as well as Pat Harris (Ala.), Russell Humphrey (Tenn.), and Obie Rutledge (Ore.).

The Chair provided an update on future Joint Canadian-American meetings. Canada will host the next biennial meeting in 2023 at a location to

be determined. Nanette Mitchell (Tenn.) reminded the committee that Nashville plans to host the 2025 meeting and is excited to do so. Ali Sagraves (Ohio) reminded members there is a binder that each hosting state has added to that may be a helpful resource for our Tennessee members to use as they plan for the meeting.



The Chair then opened up the floor for further discussion on the topic for the International Clerks' session at the Little Rock PDS, which will be jointly sponsored by the International Communication and Development and Canadian-American Relations Committees.



While employee retention challenges and the post-COVID legislative work environment may end up being suggested topics, the committee discussed that the overall topic is a work-in-progress with our joint-sponsors, as we also need to know which international guests will be joining us and if they have any specific topics they wish to discuss. Patsy Spaw (Texas) and Ann Cornwell (Ark.) emphasized that it would be better to have a solid plan and topic sooner rather than later to communicate with our guests and give them ample time to prepare remarks. The committee discussed that our respective sponsoring committee chairs and President Young would ensure this happens, that is ready to be reviewed, (Sanam will be reaching out to Michael Queensland (Wis.) who offered to review and write on some case law). The Procedural Subcommittee (Jamie Oswalt) had no updates to share.

## **New Business**

No new business was discussed.

## **Adjournment**

Upon a motion by Bo Hoover (W.Va.), seconded by Ann Cornwell (Ark.), the meeting was adjourned at 2:44 p.m. (MT).

Respectfully submitted,  
Ali Sagraves (Ohio)



# International Communication & Development Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the International Communication and Development Committee was called to order by Lacy Ramirez (Ore.).

### Attendance

The following members of the committee were present: Michael Adams (Va.), Ann Cornwell (Ark.), Susan Furlong (Nev.), Robert Haney (Texas), Pat Harris (Ala.), Bill Horn (Ala.), Krystle Isvoranu (Ariz.), Marshall Long (Ala.), Nanette Mitchell (Tenn.), Jen Novak (Idaho), Mike Queensland (Wis.), Dana Rademan Miller (Mo.), José Rodríguez-Amorós (P.R.), Colleen Rust (Wash.), Paul Smith (N.H.), Patsy Spaw (Texas), and Joyce Wright (Ala.).

### Approval of Minutes

Upon motion by Paul Smith (N.H.), seconded by José Rodríguez-Amorós (P.R.), the minutes from the 2022 Spring Meeting held in Ft. Lauderdale, Florida were approved.

### Old Business

Lacy Ramirez (Ore.) provided the committee with the following updates: She was able to get in touch with SALSA and discovered that they changed their name to The Forum of Secretaries of South Africa. Due to the change, the Bylaws will need to be updated to reflect the changes and upon the change the directory can be updated to reflect the correction. Lacy has continued to reach out to ANOMAC for updates and has been able to confirm that the President is still serving.

Pat Harris (Ala.) updated the committee that he has been able to reach out to some of the Irish Providences and relayed that they may want to participate.

President Young (Ohio) joined the meeting and advised that he is continuing to work with his contacts in Israel. Jen Novak (Idaho) also gave an update on the contact in Germany and was going to forward that information on to the President so that he could formally visit with Mr. Wissman (Bundestag).

### New Business

President-elect Brad Young (Ohio) thanked the members of the committee for their participation in the committee process. He explained that he asked the incoming Strategic Planning Committee to look at the Bylaws and Standing Orders and recommend to the committee which should be examined.

Paul Smith (N.H.) noted the Bylaws and Standing Orders don't currently contain guidance for succession when a vacancy is created by the departure of an executive officer of the Society. It was suggested to look at NCSL's bylaws and standing orders for an example. After a brief discussion, Chair Furlong (Nev.) appointed Paul Smith (N.H.), Ali Sagraves (Ohio), and Josh Babel (Ariz.) to a subcommittee to explore succession procedures and report back to the full committee. Patsy Spaw (Texas) was also appointed to serve on the subcommittee.

### Adjournment

Upon a motion by Yolanda Dixon (La.), seconded by Paul Smith (N.H.), the meeting was adjourned at 3:41 p.m.

Respectfully submitted,  
Lee Cassis (W.Va.), Vice Chair



# Legislative Administrator Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Legislative Administrator Committee was called to order by Chair, Sarah Bannister (WA) at 1:50 p.m.

### Attendance

The following members of the committee were present: Vice-Chair, Kay Inabnet (WI); and Megan Selin Allen (UT).

### Approval of Minutes

Upon motion by Megan Allen (UT), seconded by Kay Inabnet (WI), the minutes from the committee meeting held April 30, 2022, at the Spring Meeting in Fort Lauderdale, Florida, were approved.

### Old Business

Chair Bannister (WA) discussed making the request to the Executive Committee to send out the Legislative Administrator to states that do not participate or are not members of ASLCS. Currently that is 16 different Chambers we can solicit to get more participation. President Brad Young stopped during the meeting and thought it was a good idea to reach out to other states to get their participation.

### New Business

The summer issue was mailed out and the edition was very robust. Received a lot a great content to include which made for a successful edition. The next edition for the Legislative Administrator will need to go out prior to the PDS in Little Rock, which will make this a very quick turnaround. Different ideas for content to be in the next edition included articles about "Oops what went wrong", showing off your state with pictures,

unique information about your state and what is happening in your state. It was also discussed if there are any more retirements that could be included in the next edition.

This next edition will be a very quick turnaround and we need committee members help to include content.

### Adjournment

Upon motion by Kay Inabnet (WI), seconded by Megan Allen (UT), the meeting was adjourned at 2:20 p.m.

Respectfully submitted,  
Kay Inabnet (WI), Vice Chair



# Membership & Communications Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Membership and Communication Committee Meeting was called to order at 1:45 p.m. by Angela Smith, Chair (La.).

### Attendance

The following members of the committee were present: Barrett Dudley (Ark.), Morgan Barton (Mo.), John Hollman (Ill.), Martha Jarrow (Ark.), Melanie Newby (Va.), Rebecca Silbernagel (Vt.), Bo Hoover (W.Va.), Tim Sekerak (Ore.), Patience Worrel (Texas), Amy Morris (N.C.), Lourdes Litchfield (Texas) and Jay Braxton (Va.). Also in attendance: Holly South (NCSL).

### Approval of Minutes

Upon a motion by Martha Jarrow (Ark.) and seconded by Rebecca Silbernagel (Vt.), the minutes from the Spring Business Meeting, held on Saturday, April 30, 2022, in Ft. Lauderdale, Florida, were approved.

### Old Business

Angela Smith (La.) passed around the approved and printed blank notecards with matching envelopes for the committee to view. The Program Development Committee has added the pin/card count to the printed agenda, which will make it easy for new attendees to know what time and where they need to be present to be considered for winning. Rebecca Silbernagel (Vt.) asked if there were already some pins the Society had that we could use. Holly South reported that NCSL has ASLCS pins that we will be able to use as the special pins for the "Lasting Impression" awards for new attendees. The chair then discussed a proposed pilot program to livestream a concurrent

session for members who have never attended a PDS or members who have not attended in quite some time, in order to encourage their future attendance. Angela Smith (La.) and Barrett Dudley (Ark.) were to appear before the Executive Committee to get permission for this effort; however, after further discussion with ASLCS President Brad Young (Ohio), Angela and Barrett suggested we put the idea on hold, and revisit for next year's PDS.

### New Business

The New Membership Orientation and Mixer will be held Sunday, September 18, 2022, from 4:15 p.m. to 5:45 p.m. Barrett Dudley (Ark.) suggested that we limit the actual information we verbally give new members so as to not overwhelm them. Meggan Foesch (Wis.) put together a "New Member Quick Guide" to reference the committees they will participate in plus available scholarships. These were passed around for feedback. The idea was well received; however, there were some suggestions by members to help make the pamphlet the best possible product we can produce. Those suggestions will be given to Meggan Foesch (Wis.).

Patience Worrel (Texas) asked if the "Lasting Impression" pins would possibly cause hurt feelings if someone did not receive one. The committee agreed that the goal of the pins was to try to get the new attendees involved and that we did not believe it would cause any issues.

The committee also need to identify funding for prizes for the 1st, 2nd, and 3rd place winners of the pin/card contest. Rebecca Silbernagel (Vt.) suggested having a drawing at the mixer to give



everyone a fair shot at receiving a pin, to which the committee agreed. Jay Braxton (Va.) asked if the new attendees were limited to how many “Lasting Impression” pins they could receive, and, if they received the special pin from someone, did it prevent them from getting a regular pin from that same person. The committee decided that only one special pin could be received by a new attendee, but they were able to receive a regular pin from the same person who gave the special pin as well.

The tentative agenda for the mixer includes introducing scholarship opportunities and the Associate Exchange Program. President-elect Tim Sekerak (Ore.) will be in attendance to give a history of the Society. We currently have 28 new attendees registered. There will be a New Member table for breakfast and mentors who could not attend the mixer.

## Adjournment

Upon motion by John Hollman (Ill.), and a second by Barrett Dudley (Ark.), the meeting was adjourned.

Respectfully submitted,  
Angela Smith (La.), Chair  
Morgan Barton (Mo.)



# Program Development Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, August 31, 2022

### Call to Order

The meeting of the Program Development Committee was called to order at 2:35 p.m. by Susan Kannarr (Kan.).

### Attendance

The following members of the committee were present: Susan Kannarr (Kan.), Chair; Martha Jarrold (Ark.), Vice Chair; José Rodríguez-Amorós (P.R.), Joshua Babel (Ariz.), Sarah Bannister (Wash.), John Hollman (Ill.), Kay Inabnet (Wis.), Krystle Isvoranu (Ariz.), Amy Morris (NC.), Melanie Newby (Va.), Jennifer Novak (Idaho), Tara Perkinson (Va.), Lacy Ramirez (Ore.), Rose Ramsey (Va.), Colleen Rust (Wash.), Angela Smith (La.), Paul Smith, (N.H.), Ron Smith (La.), Jeryn Vesperat (Wis.), Jan Waldrop (Va.), Jennifer Welch (Va.), and Patience Worrel (Texas).

Others in attendance: Brad Young (Ohio) and Holly South (NCSL).

### Approval of Minutes

Upon a motion by Paul Smith (N.H.), and seconded by Sarah Bannister (Wash.), the minutes of the last meeting held Saturday, April 30, 2022, at the 2022 ASLCS Spring Business Meeting in Fort Lauderdale, Florida, were approved.

### Old Business

Chairperson Susan Kannarr (Kan.) went over the handout of the schedule for the ASLCS 2022 PDS in Little Rock, Arkansas. The first plenary speaker will be Gary Ware from Breakthrough Play on Monday morning. Staff Breakouts will be held twice at the PDS after members requested more time for these. Joshua Babel (Ariz.) shared that moderators are ready to go and this will be a chance to share work stories and knowledge with individuals that do what we do and see how the

extra day works out. On the same day will be the tour of the Capitol grounds and monuments and dinner at the Governor's Mansion.

On Tuesday's agenda are the six Concurrent Sessions. One will be hosted by the Support Staff Committee and Chair Joshua Babel (Ariz.) discussed motivations of new staff and hiring and retention and he's hoping Natalie Wood (NCSL) will be available for this session; if so, the morning slot would need to be for her. The Technology Committee's concurrent session will focus on the pandemic and the lessons learned during Covid and the aftermath. Chair Susan Kannarr shared that Vice Chair Jeff Takacs (Fla.) is putting together a group to discuss civics programs. That night attendees will visit the Clinton Library. She continued to say how surveys play an important part in putting together the PDS concurrent sessions. One of the topics found was comparison of legislatures. Another suggested topic that is being planned as a concurrent session is information about ASLCS and NCSL. The idea is to center the discussion around how staff can maximize the dues paid to both organizations. The chair opened up the floor for discussion of changing out some of the sessions. Paul Smith (N.H.) noted that he liked the first four discussed.

Chair Susan Kannarr (Kan.) respectfully asked President Brad Young (Ohio) if he had any comments. He began by sharing that the Executive Committee approved the Membership and Communication Committee request to livestream a concurrent session for members unable to attend the PDS. Those registering for the livestream would be tracked to determine if they later attended a PDS in person. Susan Kannarr (Kan.) asked which session would be ideal for a livestream. Paul Smith (N.H.) stated that the



legislative comparison is good topic people discuss often. Angela Smith (La.) responded that she liked this choice, and that the goal of Membership and Communication is to get participants to be a part of the society and give them a sample of the society and get them to come to a meeting.

On Wednesday, the United States House Clerk Cheryl Johnson will join us and talk with us about her perspective from the federal level. She is planning to attend the conference on Monday and Tuesday. Chairperson Susan Kannarr (Kan.) discussed that Staff Breakouts would happen a second time around again due to evaluation survey responses; there was much discussion about having a second session of Staff Breakouts. The other change is the Legislative Expo being moved to the afternoon.

Chairperson Susan Kannarr (Kan.) continued going over the agenda, noting that on Thursday there will be two Plenary Session. The first will be regarding Mason's Manual and the other will feature the international clerks.

## Adjournment

There being no further business before the committee, upon a motion by Paul Smith (N.H.), and seconded by Jennifer Novak (Idaho), the meeting was adjourned at 3:15 p.m.

Respectfully submitted,  
Martha Jarrow (Ark.), Vice Chair



# Site Selection Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the ASLCS Site Selection Committee was called to order at 1:00 p.m. by Nanette Mitchell (Tenn.), Chair.

### Attendance

The following members of the committee were present: Nanette Mitchell (Tenn.), Chair; Timothy Sekerak (Ore.), ASLCS President-Elect; Bill Horn (Ala.), Joyce Wright (Ala.), Marshall Long (Ala.), Krystle Isvoranu (Ariz.), Jennifer Novak (Idaho), Angela Smith (La.), Ron Smith (La.), José Rodríguez-Amorós (P.R.), Jan Waldrop (Va.), Jay Braxton (Va.), Jennifer Welch (Va.), Rose Ramsey (Va.), Colleen Rust (Wash.), Laura Bell (Wash.), Myra Hernandez (Wash.) and Sarah Bannister (Wash.).

### Approval of Minutes

Upon a motion by Jennifer Welch (Va.), and seconded by Timothy Sekerak (Ore.), the minutes of the last meeting held Saturday, April 30, 2022, at the ASLCS Spring Business Meeting in Fort Lauderdale, Florida, were approved.

### Discussion

Nanette Mitchell (Tenn.), Chair, discussed the upcoming ASLCS PDS in Arkansas where everything is coordinated to satisfaction. The PDS is going to be held between Sunday, September 18, 2022 and Friday, September 23, 2022 in Little Rock, Arkansas.

Timothy Sekerak (Ore.) discussed that planning and coordination for the PDS in Eugene, Oregon is on track. The Capitol building in Salem will be under construction for the dates of the PDS, so it has to be decided if a visit to the grounds of the construction site is an effective use of the time and funds. Salem is about 60 minutes away from Eugene.

Chair Nanette Mitchell (Tenn.) told the Committee members that Utah is still on a positive track to possibly host the PDS in 2024. They have talked to their leadership and have questions about logistics, budget and staff, and will talk more later this summer. She mentioned that Pennsylvania is also looking to host a PDS but their leadership is not supportive. New leadership is expected to take over after the 2022 elections. The Chair mentioned that Alaska is possibly interested, but a meeting in Alaska would have to be a little different; because Juneau is a small city, it would have to take place in 2 or 3 different hotels, and weather would be a consideration.

The chair concluded her presentation explaining that there are 8 other states possibly interested in hosting a PDS, including Hawaii. On that particular topic, the Chairperson asked the members if the options of Alaska and Hawaii were realistic, based on the cost of travel to participate on these meetings.

The members did not express any concerns on this particular issue. The Chair noted that Vice Chair Jeryn Vesperat has done a great job of updating the manual to include staffing levels for previous meetings.





ASLCS President Brad Young (Ohio) shared his views on the work that the Committee is doing on site selection for future Professional Development Seminars and expressed his gratitude for that extraordinary effort.

## Adjournment

There being no further business before the Committee, upon a motion by Joyce Wright (Ala.), and seconded by Angela Smith (La.), the meeting was adjourned at 1:15 p.m.

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



Site Selection Committee - *continued*



# Support Staff Committee

## Meeting Minutes

2022 NCSL Legislative Summit  
Denver, Colorado  
Sunday, July 31, 2022

### Call to Order

The meeting of the Support Staff Committee was called to order by Josh Babel (Ariz.), Chair, at 1:45 p.m.

### Attendance

The following members of the committee were present: Josh Babel (Ariz.); Chair, Laura Bell (Wash.); Myra Hernandez (Wash.); Daniel Loyd (Ark.); Mollie Melton (N.C.); Tara Perkinson (Va.); Rose Ramsey (Va.); Ali Sagraves (Ohio); Ron Smith (La.); Jan Waldrop (Va.); and Jennifer Welch (Va.).

### Approval of Minutes

Upon a motion by Ron Smith (La.), seconded by Jennifer Welch (Va.), the minutes of the last meeting held April 30, 2022, at the Spring Business Meeting in Fort Lauderdale, Florida, were approved.

### Old Business

Chair Josh Babel (Ariz.) updated the committee on the progress of the Associate Exchange Program and Daniel Loyd (Ariz.) gave a brief summary of his exchange experience with the Virginia General Assembly. Chair Josh Babel (Ariz.) raised a discussion point around the reimbursement rate associates receive for exchanges. The discussion was based on the idea that the amount provided by the Society should possibly be increased. Chair Josh Babel (Ariz.) informed the committee that the last time this reimbursement was increased was in 2009, when it was increased from \$250 to \$500 per associate, up to 4 participants. The committee discussed several scenarios and came up with a total amount of \$3,000 with a cap of \$1,000 per participant or \$750 per participant if 4 associates are chosen for an exchange. Tara Perkinson (Va.) moved and Ali Sagraves (Ohio) seconded, and the committee all agreed to send this proposal to the Executive Committee.

Chair Josh Babel (Ariz.) updated the committee on staff breakouts and that at the PDS there will be 2 different time periods during the week for staff breakouts with the second breakout being a continuation from the earlier one.

President Brad Young (Ohio) spoke briefly to the committee about this year's Legislative Expo being held in the evening in hopes of a larger turnout with cocktails and light hors d'oeuvres being served. He also informed the committee that they are working on streaming a concurrent session for those who don't usually attend to garner interest in attending future meetings. The Society hopes to use the analytics and data from this to measure the success in future years. President Young also thanked the committee for the hard work they have done and will do to make a successful and productive PDS this fall.

Chair Josh Babel (Ariz.) conveyed that Vice Chair Becky King (Ky.) is continuing the planning of the Legislative Expo and solicited the committee for states to participate in the Expo.

The Chair also gave an update on the progress of the committee's sponsored concurrent session for the PDS. He informed the committee that he is finalizing the details to bring NCSL's Natalie Wood in to lead a session on expectations and motivations in the "new" legislative workplace environment..

### Adjournment

Upon a motion by Ron Smith (La.), seconded by Daniel Loyd (Ark.), the meeting was adjourned at 2:20 p.m.

Respectfully submitted,  
Josh Babel (Ariz.), Chair





# Legislative Staff Achievement Awards

The American Society of Legislative Clerks and Secretaries (ASLCS) is proud to present Jay Braxton with the 2022 Legislative Staff Achievement Award for his dedication, service and leadership to the Virginia House of Delegates and ASLCS.

Jay has spent 25 years at the Virginia House.

Appointed assistant clerk in 2011, he is responsible for the Support Services area of the Clerk's Office and oversees a staff of 70.



Long active in ASLCS, he has chaired several committees and served on the Executive Committee since 2016, including two years as associate vice president.

He serves as a key liaison and coordinator for a number of major program activities and projects within the Virginia House Clerk's Office, including a large-scale move to a new building, where he has been instrumental in designing a building suited to the unique work done by the legislature. He's also coordinated a virtual session, an outdoor session, one in a basketball arena and the 2022 gubernatorial inauguration.

He has a deep respect and love for the House of Delegates, its traditions and practices, and the legislative process. His colleagues, who submitted five nominations on his behalf, consider him a mentor and a friend—in addition to being an expert on all things legislature.

They note that "everyone can rely on him" and "he will go the extra mile – or 10 – to help." In short, they say, "we wouldn't be the House Clerk's Office without Jay Braxton."

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The American Society of Legislative Clerks and Secretaries (ASLCS) is proud to present its 2022 Legislative Staff Achievement Award to Tim Sekerak for his service to the Oregon House of Representatives, ASLCS and NCSL. Sekerak has

worked with the legislative branch of government for 27 years in two states in various capacities, including as a legislative assistant, caucus staff attorney, legislative measure drafter and general in-house counsel for the Washington State House of Representatives.

Chief Clerk in the Oregon House since 2014, he has been unanimously elected to his position three times. According to his colleagues, he has redefined the role, becoming the "steady, transparent and empathetic presence the legislature needed, seamlessly navigating the turbulent waters of the past several years," which have included significant political division and cultural changes and the pandemic. His staff credits his wisdom, foresight and innovative mind.



He is a "trusted sounding board to legislators of all parties who are confident in his ability to be transparent, ethical and consistently fair. He has embodied the integrity, reliability and values that are so vital in upholding Oregon's legislative process. His dedication and commitment to the legislature AND his staff are unparalleled."

Tim is president-elect of ASLCS, has chaired several committees, serves on NCSL's Legislative Staff Coordinating Committee and will be hosting next year's ASLCS Professional Development Seminar. His colleagues summed up his nomination with this: "Tim's approachability, likability and humility make him the epitome of what it means to be an authentic and effective leader in today's uncertain world."



# ASLCS

## Associate Exchange Program

### Northern Exposure: My Time with the Pennsylvania State Senate

*Gretchen G. Overbey Endorsement Clerk, Louisiana State Senate*

I began my legislative journey as a Senate page while in college, continued with the Senate Secretary's Office to assist part time during our annual legislative sessions, and for the past three years have been serving as the full-time Senate Endorsement Clerk upon my retirement as a teacher in the East Baton Rouge Public School System.

Upon learning if the ASLCS Associate Exchange Program, I was immediately intrigued to learn the inner workings of other legislatures and the opportunity to interact with others who have the same remarkably unique job as myself.



To be honest, I was very limited in my choices when selecting a state to potentially visit.

There were only two states whose legislative sessions didn't coincide with Louisiana's which

runs from March to mid-June. I chose Pennsylvania because of its location and rich history. Upon my arrival, I was able to visit Hershey, Pennsylvania's Chocolate Town with my daughter who rode the train in from New York. We were also able to dine out that night and walk the downtown area to get a feel for the city. As we walked along the Susquehanna River bank, we came upon what we Louisianians thought was a nutria or otter, but to our surprise, it was just your friendly neighborhood groundhog! The groundhog was not the only friendly creature I would encounter during my visit, as Monday I was introduced to the staff who I would shadow for the week. As it turned out, the session for the day was canceled due to a standoff over the budget. However, my disappointment was short-

lived when the day turned into a tourist's dream and I was able to tour the majestic capitol and experience her up close in all her glory.

After being welcomed by Senate Secretary Megan Martin, Assistant Secretary Jess Rodic, and Legislative Assistant Nate Sanko, I was shown the House and Senate chambers, the Supreme Court, and the Senate Library and met various staff along the way.



They always talk about "southern hospitality", but this group could not have been more welcoming and I was immediately at ease talking shop with folks who actually understood everything from prefiling to conference committees.

Pennsylvania's full-time legislature stands in stark contrast to the part-time legislature of Louisiana. Louisiana's structure calls for a certain number of session days within a calendar period. We also alternate between general sessions and fiscal sessions. Within those days we typically have committee meetings in the morning and session in the afternoon. This setup lends itself to a very fast pace with jam-packed agendas and a sense of urgency to get everything done before various deadlines. In contrast, Pennsylvania's Senate meets year round so the pace is slower and more controlled. They convene in the morning to clear items from the Order of Business, break for caucus meetings, then reconvene at the call of the president to dispense with the rest of the day's business, including the passage of bills.

I had the honor of sitting next to Jess on the front desk during the sessions I observed.

I was immediately struck by the calmness in the chamber as the business of the day was conducted. Our Senate Chamber is open to the public and you will often find tourists, lobbyists, and various interested parties in dedicated areas on the side of the chamber as well as the galley above. Also, staff is allowed to be on the floor which contributes to a constant buzzing of activity in and around the chamber. That is not the case on the floor in Pennsylvania. No one is allowed on the floor except the senator.

The Majority leader is in charge of running the calendar with the Lt. Gov. presiding, and the Reading Clerk doing the job reserved for our Senate Secretary. I was struck at the seating arrangement as I had never been exposed to the concept of “across the aisle” and was surprised to see a division amongst the parties in where they sat, literally divided by an aisle. To the left were the majority republicans and to the right, the minority democrats. Asked where our senators sit, my response was, “Wherever they want!” In Louisiana, the author of the bill is the one to present it to the Senate, explaining its intent, answering questions, and yielding the floor to support as well as opposition. I observed on the floor of the Pennsylvania Senate that the bill up for passage is simply announced by the Majority Leader without the title even being read and action is taken almost immediately. Some senators spoke on various bills, but it wasn’t the debate, back and forth, question and answer procedure known to me.

Since Jess is my counterpart, I was fascinated by the manner in which she worked the bills as action was taken. Though our processes ultimately yield the same results, the way they are carried out is quite different. She utilizes a checklist attached to the front of the jacketed bill to document the action taken, whereas I stamp the jacket with each step. I am also continuously throughout session introducing new bills and resolutions, taking amendments, adding coauthors, and working committee reports; jobs all reserved for Nate who is working from the secretary’s office. Our entire desk is run by the secretary as are all proceedings for the day. Our journal clerk and

assistant receive all the paperwork documenting all action taken for a legislative day whereas, their journal clerk runs a program to record the days’ happenings. The Reading Clerk and his assistant are responsible for recording the voice roll call votes which in itself I found unusual as Louisiana has a voting machine system run by the secretary and a clerk on the desk. It was a nice throwback to tradition, though, and not nearly as time consuming as I had imagined. When I wasn’t observing in the chamber, I spent time with my other counterpart, Nate, in the secretary’s office. There I observed one of my major duties: introducing bills. This is all done electronically in Pennsylvania with Nate sending a bill, once he receives it, via email directly to the president pro-tem for referral. This process is still done the “old fashioned” way in Louisiana and the referral is determined by our secretary. Nate and I are both responsible for getting bills signed, as well as bringing them to the Secretary of State upon completion. I was surprised to find that the bills have to be signed in open session by the president pro-tem. Our process calls for the secretary, president of the senate, and speaker of the house to sign a bill within three days of final passage and brought to the governor’s office where it is readied for his signature or veto. They don’t have to be signed in open session and he often signs when there is a lull in activity on the Senate floor. Pennsylvania uses different “printer numbers” to identify the different versions of the bills whereas we use different jacket colors and the terms “original,” “engrossed, or “reengrossed” when a bill is amended. Again, our processes may differ, but the end result is the same.

It was an exciting and enlightening experience to visit the Pennsylvania Senate courtesy of the ASLCS Associate Exchange Program. I think the biggest takeaway from my time at the capitol was, despite the many and vast differences in how business is conducted, the goal of each remains the same; to produce quality legislation by doing the work entrusted to us by the people of our great states. I am deeply grateful to ASLCS for the opportunity and to Megan, Jess, and Nate for their “northern hospitality!”



## Capitols in Bloom

Whether it is blossoming flowers, blooming trees, or a surprise snowfall, springtime tends to bring out the natural beauty of our state capitols. The following photos were submitted by ASLCS members to showcase their unique capitol campuses.





# I Can't Wait To Meet Virginia

When I first learned about the Associate Exchange Program, it was 2018 and I was incredibly new to working with the legislative process. Barrett Dudley, who works with me in the Arkansas House of Representatives constituency services office, had just returned from the program. He shared details with us about his visit to the California Senate, and after hearing about his experience, I knew it was something in which I wanted to participate. And four years later, I have the privilege of sharing with you all my experience at the Virginia General Assembly and with the talented and welcoming group of individuals who help to preserve America's first legislative body.

Although I was unable to visit during my originally scheduled dates (due to me contracting Covid- 19), I quickly found out that my delayed trip would be an equally exciting opportunity. Because the newly scheduled dates fell during a time in which Virginia's regular session had, for the most part, concluded, I was afforded the unique opportunity to experience what the work life is like outside of session. I also got a glimpse of how the Virginia General Assembly operates as it reconvened to vote on the Governor's vetoes and amendments. Without the wonderful support from Senate Clerk Susan Clarke Schaar and her team, my time there would not have been nearly as enjoyable and informational. I want to express my gratitude to her, Maryann Horch, and Nathan Hatfield of the Senate, as well as all of the other individuals who took time from their days to meet me and provide a wealth of knowledge regarding the way in which their roles keep the Virginia General Assembly running smoothly.

Outside of learning the ins and outs of how the Virginia General Assembly operates, a substantial reason why I chose to do the Associate Exchange Program was because of the immense history associated with Richmond and the Virginia State Capitol. And I was not disappointed; I got an in- depth tour of the Capitol and learned the importance of each room in the building.

To experience democracy-in-action within the walls of a building designed by Thomas Jefferson himself well over 200 years ago was an opportunity that will certainly shape my perspective as it concerns my own role in democracy within the Arkansas General Assembly.

As I arrived to my hotel, which is conveniently located across from the Capitol, I noticed all of the construction happening on and around the Capitol grounds. I learned this was due to the installation of a tunnel, as well as a building being reconstructed for the General Assembly staff and members to use. Despite the construction, the Capitol building and the grounds were beautiful and put to wonderful use. People were visiting out on the grass, there was an abundance of dogs being walked, and tours were being given throughout the campus.

My first day with the Senate staff, I met with the Journal team, which was a delight to experience because everyone was excited to answer any question I had about the process and eager to learn about how the journal is made in the Arkansas House of Representatives. I then got to sit in the Senate chamber and go through each role the staff has when in session, which is similar to our process in the Arkansas House of Representatives. Next, I visited with the Fiscal team, which was in the process of learning a new system, during which time I learned about their roles in getting everyone from Legislative Aides to part-time staff on the payroll.

The second half of day one was spent learning about the page program and how detailed and in- depth the program is. Arkansas's House of Representatives and the Virginia Senate are similar in that each legislator can select a page to come down and experience what session is like. That however, is where the similarities end. In Arkansas, the page program lets the Representatives have a select number of days to choose to have a page, and when those days are used, their allotment is gone.

The pages assist in delivering notes to Representatives and help communicate to them if they are needed. In contrast, Virginia's program requires the pages work with each other, the Senate staff, and the legislators for seven to nine intensive weeks. The pages separate into three groups that rotate between sitting in the chamber while session takes place, working through professional development activities and lectures, and working with the community on service projects. Learning about the Virginia Senate's page program was a great chance to see how the state capitalizes on the opportunity to introduce young Virginians to civics and real-world experiences seeing how the legislature operates.

My second day with the Virginia Senate began by meeting with the Support Services division. Here I learned about the wide net that they cast in order to help run things behind the scenes. Support Services is in charge of ordering supplies, getting badges set up for staff and lobbyists, and planning events in the Capitol, among other responsibilities. They function as an operations team that stays constantly busy making sure everything is running well. My second visit of the day was with the Committee Operations team. I was shown the process of how a senator is added to a committee and how the scheduling is set up to make committee meetings possible. After meeting

with Committee Operations, I spent time in the Clerk's Office, where I spent time with Susan Schaar. We discussed her time with the legislature and how she came into the role of the Senate Clerk. Meeting with Susan was a highlight of my time in Virginia; over the past day and a half in each department, at least one person had a story about Susan and how she either helped them come on full time or helped find the perfect role for them.

The second half of my second day I switched sides and spent the time with the House of Delegates. First, I had lunch with the Clerk of the House, Paul Nardo, during which we talked about what he expected for Virginia's Sine Die session, how he came into his role with the House of Delegates, and the differences I have noticed between our two states legislatures. Back at the Capitol, I met the Journal Department and got a glimpse of how the team prepares the yearly journal. Following this, I spoke with Jay Pearson who leads the page program for the House. He walked me through how the page program is operated for the House of Delegates and we talked about the similarities and differences between the Senate's and the House's program. Finally, I met with the Human Resources team; we spoke about how they navigated Covid-19 at the beginning of the pandemic and how the policies now reflect the effects of it.





I was forewarned that Wednesday, my third and final day would be significantly different than my previous two days, and it certainly was! Maryann and I hit the ground running by first making sure one of the committee rooms was properly functioning. Once everything was set up and everyone was in their seats, I got to watch the Senate Finance Committee discuss and debate a motor fuel tax.

It was interesting to see how Senate Chair controlled the room, allocated time to each side discussing their respective points, and how she interacted with the rest of the committee. I then sat in on a Rules Committee meeting, where they assigned subcommittees.

After the meetings, I headed to the Senate Chamber to prepare for session, where I learned I would be sitting on the front line with the Senate staff and helping out by marking what bills the Senators voted to pass or reject. I was also recognized on the Senate floor, which was a rush of adrenaline with all eyes locked on me! Every debate on the floor was done from the Senator's seats, which is interesting to note as in Arkansas, both the House of Representatives and the Senate debate from a well at the front of their respective chambers. During a brief recess, I made my way to the

House of Delegates chamber where I once again sat on the front line and watched the delegates debate the Governor's amendments. Unlike in Arkansas, the Governor of Virginia may recommend amendments to a bill by returning it with his or her recommendation to the chamber in which it originated and, should both chambers agree, the bill, as amended, becomes law.

This process played out during my time in Virginia, and it was quite enlightening considering it was such a stark difference from a typical concluding session in Arkansas. My time spent in Virginia is something I will always cherish. Meeting with each department and learning what goes into making a legislature run behind the scenes really helped put into perspective how, despite the wide differences between each state's legislatures and legislative staff, we are all much more alike than one might assume. Talking with colleagues in this niche field of work builds a strong network of resources and a sense of camaraderie. I am grateful for ASLCS for choosing me for the exchange program so that I could both individually and professionally benefit from my time in Virginia. I want to thank everyone who took time out of their day to meet with me, and I look forward to seeing you at future seminars and events.



*Virginia House of Representatives, Restoration*



# Legislative Lowdown

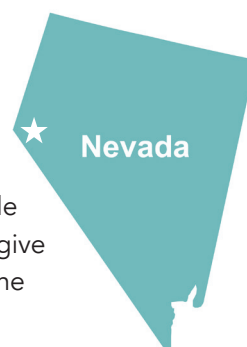
## FUN FACTS ABOUT THE WISCONSIN SENATE

- **Longest serving state legislator in the United States:**  
Fred Risser, elected to the Wisconsin State Legislator in 1956.  
(First served in the Assembly from 1957-1962, and served in the Senate from 1963-2021).
- **Session with the largest number of political parties represented:**  
1877, seven parties were represented: 21 Republicans, 6 Democrats, 1 Democrat Reform, 2 Liberal Democrats, 1 Reformer, 1 Liberal, and 1 Liberal Republican
- **The Wisconsin Senate has met in three separate capitol buildings and one temporary site,** all located in Madison, Wisconsin. From November 17, 1995 until January 3, 1999, the Wisconsin Senate met outside of the Capitol building in a temporary chamber located at 119 Dr. Martin Luther King Jr. Blvd. in Madison, about one half-block from the Capitol. The Senate vacated the entire South Wing of the Capitol during restoration of the wing.
- **Number of political parties represented in the 167 history of the Wisconsin Senate:** 17: Democrat, Whig, Free Soil, Union, Republican, Independent, Democratic Republican, Liberal, Independent Republican, Liberal, Liberal Republican, Union Labor, Socialist Democrat, Socialist, People, Republican Union, Progressive Republican and Progressive.
- **Youngest member elected to Senate:** Martin J. Schreiber was 23 years old when elected in 1962.
- **First woman permitted on Senate floor:** 1969, the first female page was hired.



## FUN FACTS FROM THE NEVADA ASSEMBLY

- **Nevada's rich diversity is reflected in the membership of the Assembly:**  
approximately 19 percent Hispanic, 17 percent Black, 5 percent Asian, and the remainder white/Caucasian and mixed.
- **Women currently hold two-thirds of the seats** in the Nevada State Assembly.
- **Former Assembly Chief Clerk Mouryne Landing Dini loved to dance.** A couple of years after her retirement, she convinced the front desk staff and sergeants to give a surprise performance of the macarena in the well of the chamber to celebrate the Speaker's birthday.  
  
Then-clerk Linda Alden requested a recess, and Mouryne pulled the Speaker into the well to join in the dance. (Mouryne and the speaker, who had both lost their spouses, found love and married following Mouryne's retirement.)
- **The Nevada Appeal column "Pages of the Past" reprinted a portion of an article originally printed over 130 years ago:** "Insane lawmakers: Ex-members of the legislature are now confined at the lunatic asylum at Reno. Apparently the excitement of lawmaking tends to be the reason as 28 members of past legislatures are now in the asylum. Dr. Bishop said, 'Many a man is subjected to the foulest abuse that one can imagine, and must endure it all for the party's sake or be beaten. This strain I think tends to excite the brain tissues and bring on insanity . . .'"



## FUN FACTS ABOUT THE PENNSYLVANIA LEGISLATURE

- **Thaddeus Stevens** was a PA House Member.
- **Former President James Buchanan** was a PA House Member.
- **6 sitting U.S. Presidents have visited the PA Capitol.**
- **The PA General Assembly first convened in Independence Hall in Philadelphia, PA.**
- **Benjamin Franklin served as both Speaker and Chief Clerk** of the PA General Assembly.
- **Thomas Paine was a Chief Clerk** of the PA House.
- **Crystal Bird Faucet was the first African-American woman** elected to serve in the PA House, and to any state legislative body in America.
- **Frederick A.C. Muhlenberg** has the distinction of having been elected to serve as Speaker of the PA General Assembly (1780-1783), and Speaker of the First Federal Congress (1789).
- **PA Senate Librarian and Civil War Hero, Sergeant John "Irish Johnnie" Carroll Delaney**, was born on April 22, 1848 in County Galway, Ireland. He immigrated to the United States in 1853 and resided in Dunmore, Pennsylvania. He mustered into the United States Army by a recruiter as a drummer boy, in Honesdale, Pennsylvania on January 6, 1862 at age thirteen, and fought in nearly every major battle of the Civil War. He was wounded at the battle of Antietam in September 1862. He re-enlisted as a Corporal, was promoted to Sergeant October 1864, in Company I, 107th Pennsylvania Volunteer Infantry. When he was injured, he met President Lincoln while convalescing and that honor was shared in the local newspaper. He was captured three times in the following battles: Second Bull Run, Gettysburg, and Yellow Tavern. In each instance, he was able to escape and rejoin his regiment. He is a Medal of Honor recipient -- Congressional Medal of Honor, bravery, Danby's Mills, Virginia. His Citation reads "Sprang between the lines and brought out a wounded comrade about to be burned in the brush." His medal was awarded on August 29, 1894. He is one of only two 107ths Pennsylvania soldiers to be awarded the Medal of Honor for bravery in the Civil War. He is the only member or officer of the PA Senate to be laid to rest at Arlington National Cemetery. After the war, he later served as the Librarian of the PA Senate from 1879-1890. We are incredibly grateful for his service to both our great Commonwealth and this great Nation! John Carroll Delaney, Captain, United States Army ([arlingtoncemetery.net](http://arlingtoncemetery.net)) and Laudable Librarians - Pennsylvania Senate Library ([pasen.gov](http://pasen.gov)).
- **Senators Joseph "Old German Grey" Hiester and Sebastian Graff Jr. signed the Declaration of Independence.**
- **Senator John Paul Harris opened the first movie house in America (Pittsburgh) June 19, 1905.**
- **Senator Alexander Kelly McClure had his house burned down** by Confederate General Jubal Early, July 30, 1864.



## FUN FACTS ABOUT THE WYOMING LEGISLATURE

- **The Wyoming Legislature moved out of the Captiol in 2015** to facilitate a major renovation/restoration. The temporary Capitol was Jonah Business Center which was originally a K-Mart and later renovated by subsequent businesses for such uses as a call center and bank. This was our temporary home from 2015-2019 for four sessions.



## THE ALABAMA LEGISLATURE

The Alabama Legislature offices of the Senate Secretary, D. Patrick Harris, House of Representatives Clerk, Jeffrey Woodard, and Legislative Services Agency, Othni J. Lathram, Director, in partnership with International Roll-Call® Corporation (IRC) have been developing a comprehensive legislative management system solution named LINX.

The collaboration began after an initial legislative process study that reviewed the steps from intake of a member's drafting request, drafting of legislation, introduction and referral to committee, committee and floor processes including amending and substitutes, budget, fiscal notes, calendar compilation, enrolling and engrossing, messages, conference committees, enrolling and engrossing, and journal production and index publication.

The new LINX legislative management system solution assists with everything from drafting to codification. The success of the effort is due to the on-going collaboration between the various stakeholders with a guiding vision of a connected and modern legislature.

The application aims to provide process efficiencies and flexible workflow automation to improve the overall legislative experience. Direct benefits of the new system include the ability to auto-engross legislation and generate legislative documents through a templated system. The 3rd Reading system is designed to be secure and flexible to handle the technological challenges that exist today and into the future.

The LINX/3rd Reading project is in its final phase of completion and is scheduled to go live for the 2023 Regular Session.



## FUN FACTS ABOUT ALABAMA

- **Colossal Constitution:** At nearly 400,000 words, Alabama's 1901 Constitution is 51 times longer than the U.S. Constitution. It is the longest and most-amended constitution still operative anywhere in the world. The world's longest national constitution, India's, is less than 40 percent of Alabama's.
- **America's Amazon Basin:** Alabama leads the nation in total miles of navigable river channels, and the state's waterways are no vital that early Gov. William Wyatt Bibb included them in the state's Great Seal. Around 132,000 miles of rivers and streams, representing the state's 17 major river systems, carve through the state's landscape.
- **Legislative Headquarters:** The Alabama State House was built in 1965, and was originally the headquarters of the state Department of Transportation. The Legislature met in chambers in the state capitol until 1985, when a renovation forced the "temporary move" across the street. Members have met in the Capitol just once since then, when flooding forced the final day of the 2009 session to be in the original chambers.
- **An Exclusive Office:** Current Secretary of the Senate D. Patrick Harris is just the third person to hold the position in the Senate's more than 100 year history. The late McDowell Lee held the post for 48 years.

## FUN FACTS ABOUT THE LOUISIANA HOUSE OF REPRESENTATIVES

- **The year 2022 marks 100 years of using an electric vote tabulating machine** in the Louisiana House of Representatives. The machine was first installed following the adoption of a resolution on November 16, 1921, by a vote of 48 yeas and 46 nays, to install a voting machine in the chamber for a trial use at its next legislative session.







