



The Legislative Administrator

Louisville 2024



BARBARO

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**ASLCS thanks
International Roll-Call
for its support of this
lunch and business meeting**

International Roll-Call 

 **NCSL**
CELEBRATING 50 YEARS
#NCSLsummit

President's Message

Friends,



It's been quite a ride since the Spring Meeting in New Orleans, Louisiana, and the NCSL Summit in Lexington, Kentucky! In between these two meetings, I attended the CATS conference in Winnipeg, Ontario. This was a fantastic professional development seminar with sessions on parliamentary culture and privilege, clerking during difficult times, and social media, just to name a few. I am always amazed that no matter the difference in structure of the legislative bodies in various countries, the issues and problems are the same.

The Fall Professional Development Seminar is upon us and I am quite excited about the fantastic program put together by the Program Development Committee spearheaded by Angela Smith. I am confident that there will be much to learn from our sessions and much to commiserate about. I am also looking forward to the weather which, compared to the weather in Louisiana, is sure to be much cooler in Manchester, New Hampshire. A sincere thanks to Paul Smith, Tammy Wright and their staffs for hosting us.

As I conclude my term as President of ASLCS, I am filled with gratitude and pride for what we have accomplished together. Our staff association has always been a source of inspiration, driving innovation and collaboration in our field.

Over the past year, we've navigated challenges and celebrated successes. From expanding our standing committee offerings to include the new Civics Education Support Committee, to reworking and preserving the work of the Inside the Legislative Process Committee, reviving the Canadian Exchange Program, and launching our ASLCS page on LinkedIn, each initiative reflects our collective commitment to advancing our profession and our society.

I want to express my heartfelt thanks to each of you—your dedication, passion, and engagement have made a significant impact. I encourage you to continue supporting one another and to stay involved as we strive for excellence.

As we transition to new leadership, I am excited about the future of our society. Together, we can build on our achievements and explore new horizons.

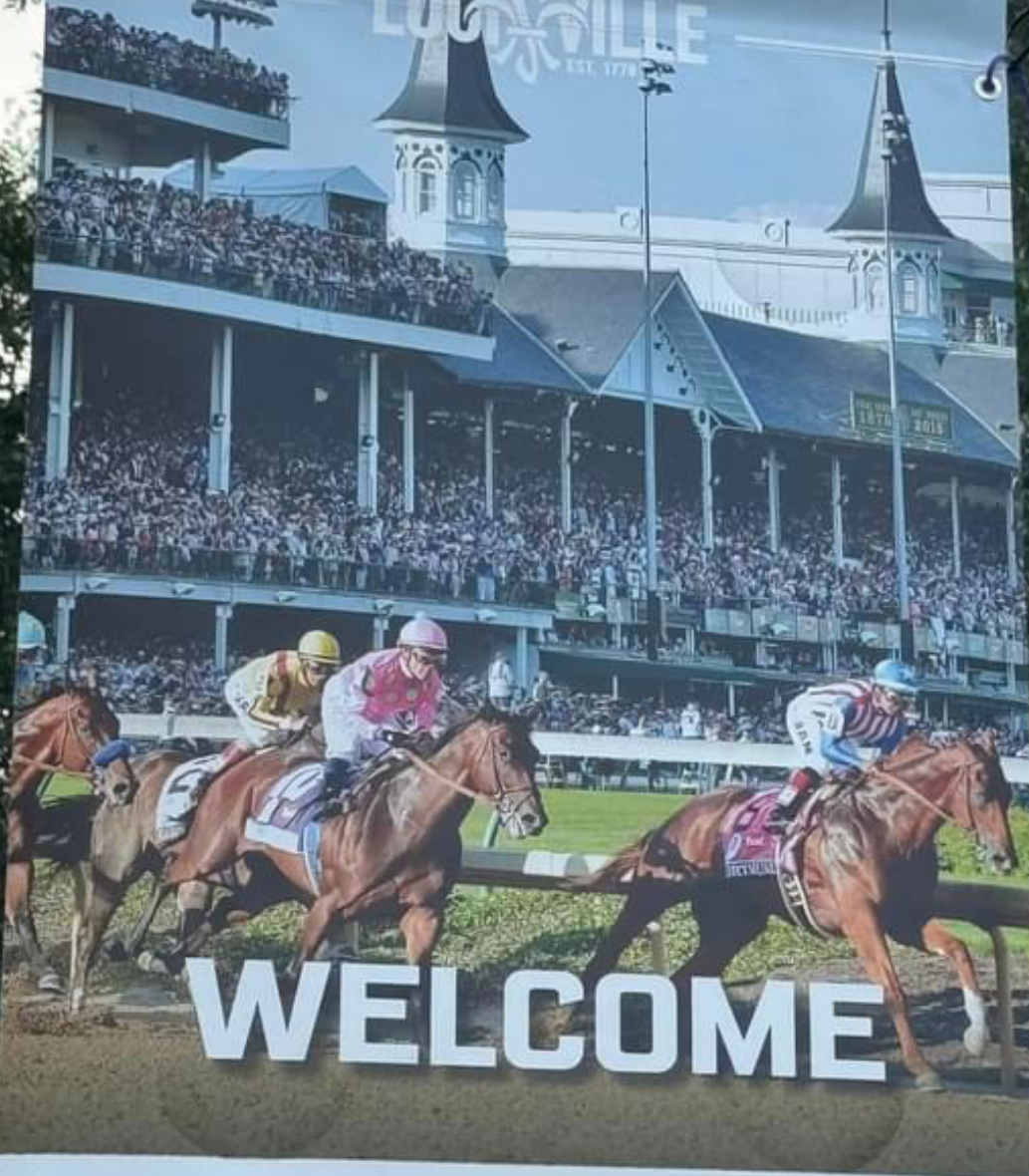
Thank you for the privilege of serving as your President. I look forward to seeing where our journey takes us next.

Warm regards,

Yolanda J. Dixon
Secretary of the Louisiana Senate
President, ASLCS



LOUISVILLE
EST. 1776



WELCOME



NCSL LEGISLATIVE
SUMMIT

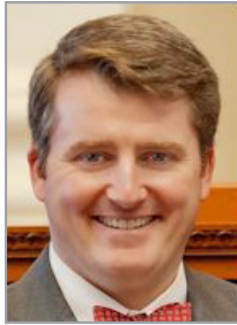


LOUISVILLE KY

2023-2024 Executive Committee



PRESIDENT
YOLANDA DIXON
Secretary,
Louisiana Senate



PRESIDENT-ELECT:
ROB HUNT
Clerk,
Maine House of
Representatives



SECRETARY-TREASURER:
DONNA ROBINSON
HOLIDAY
Chief Clerk
of the Kentucky Senate



ASSOCIATE
VICE PRESIDENT:
JOSHUA BABEL
Deputy Chief Clerk,
Arizona House of
Representatives



ASSOCIATE
VICE PRESIDENT-ELECT:
MEGGAN FOESCH
Business Operations
Manager, Office of the
Senate Chief Clerk



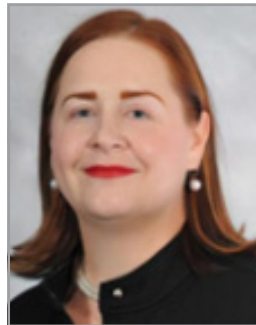
ELECTED PRINCIPAL
MEMBER:
JOHN HOLLMAN
Clerk,
Illinois
House of Representatives



ELECTED ASSOCIATE
MEMBER:
JAMIE OSWALT
Journal Supervisor,
Alabama Senate



APPOINTED
PRINCIPAL MEMBER:
LEE CASSIS
Clerk of the Senate, West
Virginia Senate



APPOINTED PRINCIPAL
MEMBER:
LIZ CLARK
Secretary of the Senate,
Alaska Senate



APPOINTED ASSOCIATE
MEMBER:
SHERRY RODRIGUEZ
Assistant Secretary,
Nevada Senate



APPOINTED ASSOCIATE
MEMBER:
HESHANI WIJEMANNE
Assistant Secretary,
California State Senate



IMMEDIATE PAST
PRESIDENT:
TIM SEKERAK
Chief Clerk, Oregon
House of Representatives



IMMEDIATE PAST ASSO-
CIATE VICE PRESIDENT:
RON SMITH
Assistant Clerk, Louisiana
House of Representatives



Business Meeting Committee Minutes

Meeting Minutes

2024 ASLCS Spring Meeting
Hotel Monteleone
New Orleans, LA
Saturday, April 6, 2024

Call to Order

The meeting of the ASLCS Business Committee was called to order by President Yolanda Dixon (La.) at 12:00 PM CT. President Dixon thanked International Roll-Call for their sponsorship of the Business Lunch.

Committee Reports

"A" Committees

Bylaws and Standing Orders-Patience Worrel (Tex.), chair

The committee is currently developing language to add Civics Education into the ASLCS standing orders.

Inside the Legislative Process-Michelle Fontenot (La.), chair

The committee is working on what the look and utility of the new NCSL website will be. First survey will go out soon. The target date is June 1st. The goal is to start at the beginning of the documents generated by Inside the Legislative Process and update it from start to finish.

Site Selection-Joyce Wright (Ala.), vice chair

There is a lot of work for the committee to do; a site has not been found for 2025 yet. The committee is looking for hosts and hope to have a site by the time of the Summit in Louisville.

Technology-Lacy Ramirez (Ore.), chair

The committee spoke about AI and different platforms available as well as the potential to increase access to Facebook page for new members.

"B" Committees

International Communication and Development-Jose Rodriguez-Amoros (P.R.), chair

We are currently halfway through the production

of the International Directory. We are still missing South Africa and Mexico. The committee is moving the concurrent session to the afternoon at the PDS to get more time for Q&A. It was agreed to move it to right before the Expo.

Legislative Administrator-John Treadwell (Ala.), chair

Please let him know if you have any articles for The Administrator. The edition following the Summit will be electronic this year.

Membership and Communication-Martha Jarrow (Ark.), chair

The committee wants to make sure new attendees leave wanting to come back by making them feel welcome. Discussed a possible survey for new attendees. Note card project-send cards to new attendees after PDS. Partnered with Technology Committee to highlight new members on Facebook and it seemed to go over well. Also discussed a quick guide for new members.

Support Staff-Jennifer Welch (Va.), chair

The Associate Exchange Program had 5 applicants and selected 4 to participate. They discussed staff breakouts at the PDS, which were expanded from 7 to 9 last year; there will be 9 at this year's PDS as well. The committee is working on a concurrent session in the theme of maintaining decorum in the chambers by asking a Sgt. At Arms to discuss preventing disruptions.

"C" Committees

Canadian/American Relations-Nanette Mitchell (Tenn.), chair

Report from Canadian-American meeting in Ottawa where AI and HR were some of the topics. Discussed re-starting the Canadian-American exchange program. The Jane Richards Scholarship began in 2013 to assist with costs of the exchange.

Professional Journal-Sarah Curry (Ore.), vice chair

The committee published the 2023 Professional Journal in December. Members can go to the ASLCS webpage to view the Journal. The committee has leads on articles for 2024, with Bernie McNulty recommending an article on how chambers handled COVID. Surveys will be going out to principals soon.

Program Development-Angela Smith (La.), chair

The preliminary schedule was discussed. One plenary speaker has been chosen so far, Charles Clark. The committee is looking for one more plenary speaker.

The goal is to have 4 concurrent sessions and 2 plenary sessions. The committee has added a new member deep dive to help new members learn about ASLCS.

Special Committees (have not met yet-will meet later in the day)

Strategic Planning-Jen Novak (Idaho), chair

Budget and Financial Review-Brad Young (Ohio), chair

Roster-Meggan Foesch (Wis.), chair

Adjournment

Upon a motion by Michelle Fontenot (La.) and there being no further business, the meeting adjourned at 1:18 p.m.

Respectfully Submitted,
Donna Robinson Holiday (Ky.)
ASLCS Secretary-Treasurer



ASLCS Lunch and Business Meeting Minutes

Meeting Minutes

2024 NCSL Legislative Summit
Vincenzo's Restaurant
Louisville, Kentucky
August 5, 2024

Call to Order

The meeting was called to order at 12:09 p.m. by ASLCS President Yolanda Dixon.

President Dixon thanked International Roll Call (IRC) for their support and for sponsoring the business lunch. Bill Schaeffer, Tyler Schaeffer, Jeff Finch, Bryan Hogan and Mary Gibson from IRC were in attendance.

President Dixon congratulated this year's winners of the Legislative Staff Achievement Award and presented plaques to Scott Kaiser, assistant secretary of the Illinois Senate and Sherry Rodriguez, assistant secretary of the Nevada Senate.

President Dixon next introduced NCSL Staff Chair Sabrina Lewellen and Staff Vice Chair John Snyder, each of whom made remarks.

Committee Reports

"A" Committees

Bylaws and Standing Orders, Chair Patience Worrel reporting

The committee has been working on language for the Civics Education Committee to present to the Executive Committee.

Inside the Legislative Process, Chair Michelle Fontenot reporting

The committee sent out a survey regarding legislative organization. They have received 47 of 99 back. Please respond. It is a short survey.

Site Selection, Chair Pat Harris reporting

The committee has discussed the possibility of having hybrid meetings in the future. Looking forward to New Hampshire.

Technology, Chair Lacy Ramirez reporting

The committee is planning a PDS session: "AI and the Legislature: Trials, Triumphs and the Road Ahead."

"B" Committees

International Communication and Development, Chair José Rodríguez-Amorós reporting

Yesterday's meeting was the best meeting Jose has presided over. Great participation in the meeting. Many asked when the International Directory will be published; it takes time, but should be published soon.

Legislative Administrator, Chair John Treadwell reporting

The latest edition should be arriving in your offices this week. The next edition will be electronic and will be posted on Breezio.

Membership and Communication, Chair Martha Jarrow reporting

The committee is prepping for PDS, including the pin contest, gavel pins, survey for new attendees, guides for new attendees, pictures of new attendees and mentors and possible breakfast for new attendees.

Support Staff, Chair Jennifer Welch reporting

There were 4 applicants for the exchange program this year. The committee is responsible for one session at the PDS this year, "Maintaining Order from the Sgt-at-Arms Perspective." Need participants in the Expo.

"C" Committees

Canadian-American Relations, Chair Nanette Mitchell reporting

Canada is now working with us on an exchange program between both countries.

Professional Journal, Vice Chair Sarah Curry reporting

The committee is in the process of getting articles for the next edition and have posted a survey on Breezio: How your state addressed Covid.

Program Development, Chair Angela Smith reporting

We have a program and wonderful speakers for the PDS in New Hampshire. The first day will be at the State House.

Special Committees

Budget and Financial Review, Chair Brad Young reporting

We have received the final PDS budget from Oregon. They had an \$11,000.00 profit. Fundraising going well in New Hampshire. Audio Visual is still a concern for every PDS.

Strategic Planning, Chair Jennifer Novak reporting

The new Civics Education Committee is a focus. The history of standing committees and retention are also main issues moving forward.

Roster, Chair Meggan Foesch reporting

The committee is working hard on the roster and putting it into a new user-friendly program.

Adjournment

Michelle Fontenot moved to adjourn the meeting and Liz Clark seconded the motion. The meeting adjourned at 1:24 PM.

Respectfully submitted,
Donna Robinson Holiday,
Secretary-Treasurer



Bylaws and Standing Orders Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the Bylaws and Standing Orders Committee was called to order by Patience Worrel (TX), Chairperson.

Attendance

The following members of the committee were present: Patience Worrel (TX), Chairperson; Susan Kannarr (KS), Vice-Chairperson; CJ Cavin (OK); Jeff Beighley (WI); Ali Sagraves (OH); Ron Smith (LA); Patsy Spaw (TX); Ann Cornwell (AR); Brad Young (OH); Paul Smith (NH); Sherry Rodriguez (NV); Obie Rutledge (OR); and Joshua Babel (AZ).

The following other attendees were present: Yolanda Dixon (LA), ASLCS President and Jeff Tackas (FL).

Approval of Minutes

Upon motion by Paul Smith (NH), seconded by Ron Smith (LA), the minutes from the April 2024, Spring Meeting in New Orleans, Louisiana committee meeting were approved.

Old Business

Legislative Civics Education Support Committee draft language: Chair Worrel reviewed draft language regarding the creation of a civics education committee for submission to the Executive Committee and inclusion in the ASLCS Standing Orders Section VIII.A. Language was previously distributed and discussed at the Spring Meeting in New Orleans. Chair Worrel distributed the latest draft and reviewed a subsequent non-substantive change. She then asked for comments and discussion from the committee. The committee discussed the history of the issue. No concerns were raised, or changes suggested regarding the proposed language.

On motion of Paul Smith (NH), seconded by Sherry Rodriguez (NV), the language was unanimously approved for submission to the ASLCS Executive Committee. Yolanda Dixon (LA), ASLCS President, stated that the Executive Committee would consider the language when it met at the Summit.

Announcements

Chair Worrel informed the committee that the Standing Orders displayed on the ASLCS page on the NCSL website are the latest version. If the change regarding the civics education committee is approved, the Standing Orders and index will need to be updated to include those changes.

The Chair requested that if any members of the committee are aware of topics for discussion by this committee that they relay those items to herself or the Susan Kannarr (KS), Vice-Chairperson.

Adjournment

Upon a motion by Paul Smith (NH), seconded by Obie Rutledge (OR), the meeting was adjourned.

Respectfully submitted,
Susan Kannarr (KS), Vice-Chairperson



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.

2024 NCSL Summit Meeting
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the *Professional Journal* Committee was called to order by Vice Chair Sarah Curry (OR) at 2:32 p.m. EDT.

Attendance

The following members of the committee were present: Sarah Curry (OR), Derek Page (IL), Lourdes Litchfield (TX), Rob Hunt (ME), Joshua Babel (AZ), C.J. Cavin (OK), Jen Novak (ID), Natalia Ravelo (PR), Jeff Hedges (TX), and Timothy Sekerak (OR).

Approval of Minutes

Upon a motion by Rob Hunt (ME), seconded by Joshua Babel (AZ), the minutes from the April 6, 2024 Spring Business Meeting were adopted.

2024 Professional Journal Publication

Vice Chair Sarah Curry (OR) reviewed articles in the queue for the 2024 Journal Publication. Fully ready for publication is the article on expulsion provided by Krystle Isvoranu and Joshua Babel from Arizona but still in process are the following: an article on the impeachment trial in Texas by Jeff Hedges (TX) (a first draft is expected soon), a piece on expulsion Obie Rutledge and Tim Sekerak from Oregon (they expect to meet our deadlines), and a piece on the Minority Clause of the Puerto Rico legislature by Erick Vazquez Gonzalez (this article is finished but currently in the final revision and translation process).

2025/Future Professional Journal Publication

Vice Chair Sarah Curry (OR) shared that articles by Morgan Tripamer (MO) and Obie Rutledge/Sarah Curry (OR) were unable to be completed for the 2024 Publication but may be included in a future publication. Additionally, she shared that the COVID survey created by the committee has been posted to the ASLCS Breezio page. The committee discussed ideas for future articles and was most interested in solutions for transcription. Derek Page (IL) shared that Illinois uses Sonix AI for transcription, Jen Novak (ID) said Idaho uses Trint AI, Timothy Sekerak (OR) shared that Oregon utilizes transcription equipment from Link Electronics, while other states utilize built-in transcription services through providers such as Sliq Media.

Other Business

Natalia Ravelo (PR) shared that the Puerto Rico legislature has had a big problem with confirming executive appointments. She said it is very political in Puerto Rico and very challenging to successfully confirm any appointments due to that dynamic. Arizona shared that their Senate has refused to confirm executive appointments in the past as well. Many committee members were interested in this issue and suggested that a survey be created to inquire how states handle it. Vice Chair Sarah said she will reach out to Chair Heshani Wijemanne who may e-mail the committee further.

Adjournment

Upon a motion by Lourdes Litchfield (TX), seconded by Natalia Ravelo (PR), the meeting was adjourned at 2:53 p.m.

Respectfully submitted,
Sarah Curry (OR)

Technology Committee

Meeting Minutes

2024 NCSL Legislative Summit,
Louisville, Kentucky
Sunday, August 4, 2024

Call to Order

The meeting of the Technology Committee was called order by Chair Lacy Ramirez (OR) at 1:01 p.m.

Attendance

The following members of the committee were present: Sarah Curry (OR), Bernard Dean (WA), Jeff Hedges (TX), Russell Humphrey (TN), Crystaline Jones (AK), Scott Kaiser (IL), Cheri Lujan (NM), Mandi McGowan (OR), and Lacy Ramirez (OR).

Approval of Minutes

Upon a motion by Mandi McGowan (OR), seconded by Jeff Hedges (TX), the minutes of the last meeting held Saturday, April 6, 2024, at the ACSL Spring Business Meeting in New Orleans, Louisiana, were approved.

Old Business

The Chair announced the recipient of the David A. Ward Scholarship award, James Goulding from the Oregon Secretary of the Senate's office, and provided his application for the attendees to review.

The Chair reviewed the content in the proposed LinkedIn posts packet that was handed out. Jeff Hedges (TX) inquired as to how one might tag a person on LinkedIn because he is not very familiar with the platform. The Chair proceeded with explaining how to do so and then went over the submission guidelines which is provided in the proposed LinkedIn posts packet on page two. If approved by the Executive Committee on August 7, posts may be shared right away.

The Chair announced that the 2024 Concurrent Session is scheduled for Tuesday, October 1st from 10:30 a.m. to 11:45 a.m. and the title is: "AI in the Legislature: Trials, Triumphs, and the Road

Ahead." This session will cover the potential of artificial intelligence within our legislatures and has three panelists. The first is an IT employee from Illinois, commissioned by Scott Kaiser (IL), who will talk about the implementation of an AI software in their legislature, the second is Dr. Samuel Carton from the University of New Hampshire who will talk about Chat GPT and AI hallucinations, and the third is Natalie Foster from the House of Commons in Canada who will talk about AI's progression of use in Canada. Chair Lacy will moderate the session.

New Business

The committee discussed ideas on how to showcase the Technology Committee at the Legislative Expo of the New Hampshire PDS and considered featuring AI applications, such as Chat GPT, perhaps with the support of Concurrent Session panelists. Jeff Hedges (TX) suggested using large monitors instead of laptops to display the applications so that more attendees can view at one time.

Bernard Dean (WA) asked the group if they have heard of any AI writing applications. He shared that Washington state is testing out the Grammarly and Co-Pilot resources. The Chair offered to look into this further.

Cheri Lujan (NM) asked the committee what they are using for closed captioning. She mentioned that her state uses an application called "Sliq." However, all her committees use Zoom to display closed captions. Russell Humphrey (TN) mentioned that his state broadcasts and streams due to the legal complications. They have a two-year pilot project in place. Sarah Curry (OR) stated that Oregon uses an in-house system. In the past, they used to hire a closed captioning service, but accuracy became an issue.

Adjournment

A motion to adjourn was made by Russell Humphrey (TN) and seconded by Scott Kaiser (IL). Without objection, the meeting of the Technology Committee adjourned at 1:39 p.m.

Respectfully submitted
by Mandi McGowan (OR)



Budget and Financial Review Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the Budget and Financial Review Committee was called to order by Brad Young (Ohio), Chair, at 3:19 p.m.

Attendance

The following members of the committee were present: Brad Young (Ohio), Donna Robinson Holiday (Kentucky), Ann Cornwell (Arkansas), Michelle Fontenot (Louisiana), Ron Smith (Louisiana), and Ali Sagraves (Ohio). Yolanda Dixon (Louisiana), ASLCS President, was also present.

Approval of Minutes

Upon a motion by Ann Cornwell (Arkansas), seconded by Ron Smith (Louisiana), the minutes of the last meeting held Saturday, April 6, 2024, at the ASLCS Spring Business Meeting in New Orleans, Louisiana, were approved.

Old Business

Chair Young presented the finalized 2023 PDS budget for discussion, which had previously been distributed to committee members for review. One item of note included the confirmation that the PDS made a profit. While the New Hampshire host state's fundraising is going well and appears to be on track for this year's PDS, last year's profit is available should any of that be needed.

The Chair noted that audio/visual costs continue to increase each year, and the Society may want to start budgeting more for these costs. It may be a question for Holly South and the NCSL event planning staff to see if this can be negotiated differently to allow host state staff to handle some of the A/V needs if they are able to do so. The committee also brainstormed other options of reducing costs. Perhaps sessions might be strategically consolidated and scheduled so that those with greater A/V needs are only happening

at one or two rooms at the host hotel, or that the host state's capitol building might be used for more than staff breakout sessions, if/when possible. The Executive Committee might also consider allowing the host states to negotiate their own contracts with hotels, instead of using ConferenceDirect, if they have an existing relationship with the hotel as was most recently done in Wisconsin in 2018.

To continue a discussion from the previous meeting of the committee, Chair Young directed members to review a compiled chart showing the approximate impact of inflation on specific financial amounts listed in the Society's Standing Orders. This includes dues, scholarships, the Associate Exchange Program, memorial charitable contributions, and the President's fund for giving gifts. The chart details the fund from which the items are paid or in which they are deposited, the possible year in which the items were last reviewed or amended according to dates listed in the Standing Orders, and what those dollar amounts would be equal to now based on those dates and online inflation calculators. He reiterated the idea, as discussed with President Dixon, that dues could be increased to generate greater revenue to be used to boost program reimbursement rates and potentially supplement charitable scholarships, especially since dues rates may not have been increased since 2003.

Should dues be increased, the committee discussed whether it would be best to "rip the bandage off," so to speak, by increasing them once, or by gradually increasing them in stages. Increasing in stages could raise questions from chambers' leadership as to why dues continue to increase.

The Chair indicated that the Principal members he has spoken with about the idea tend to note they think the dues are currently somewhat minimal, so a modest increase might be well taken.

The committee additionally discussed the possibility of not raising dues rates but still increasing the scholarship and program experience rates and the potential long-term impact that might have on Society funds.

In terms of next steps, the Chair stated he would discuss financial considerations with the current and recent Support Staff Committee Chairs as it relates to Associate Exchange Program costs for travel and lodging. He further explained he would continue compiling this information and present the inflation impact data to the Executive Committee at their first meeting at the start of the PDS in New Hampshire. Any changes they or a future Executive Committee decide should only require changes to the Standing Orders.

Information would also be included in what is presented to show an example of how the added revenue generated from an increase in dues amounts might be used in the areas of scholarships and experiences to enable the Society to do more to fulfill its purpose and increase participation in professional development opportunities. For instance, the committee discussed that dues for Principal members are currently double that of Associates' dues. If Principal dues were to be modestly raised from \$130 to \$200 (extra \$70 per member) and Associate dues were to be modestly raised from \$65 to \$100 (extra \$35 per member), based on the approximate number of dues paying members from the previous year (102 Principals and 339 Associates), the increase would generate an additional \$7,140 and \$11,865, respectively, in revenue for a total of just over \$19,000.

Chair Young also intends to discuss the idea of increased dues rates at the Principals' staff breakout session at the Fall PDS for additional input as the idea continues to be vetted.

New Business

No new business was discussed.

Adjournment

With no further business, upon a motion by Michelle Fontenot (Louisiana), seconded by Donna Robinson Holiday (Kentucky), the meeting was adjourned at 4:13 p.m.

Respectfully submitted, Ali Sagraves (Ohio)
Brad Young (Ohio), Chair



Inside the Legislative Process Committee

Meeting Minutes

2024 NCSL Summit
Louisville KY
August 4, 2024

Call to Order

The meeting was called to order at 1:01 pm by Michelle Fontenot (LA), Chair.

Attendance

The following members of the committee were present: Michelle Fontenot (LA), Chair; Kristin Jones (WV), Vice-chair; Derek Page (IL); Jack Edwards (OR); Natalia Ravelo (PR); Tom Bottern (MN); Jen Novak (ID); John Hollman (IL); Sheila Mason (KY); Tim Sekerak (OR); Donna Holiday (KY); John Treadwell (AL); Michelle Hill (TX).

Approval of Minutes

John Treadwell (AL) moved to approve the minutes from the April 6, 2024 committee meeting at the ASLCS Spring Meeting in New Orleans, LA, and Donna Holiday (KY) seconded. There being no objection, the minutes were approved.

Old Business

Michelle Fontenot, Chair (LA), gave an update on the progress of the Legislative Organization survey. Forty-seven of 99 chambers have responded so far. The remaining chambers were divided up by Jen Novak (ID), John Treadwell (AL), Tim Sekerak (OR), and Tom Bottern (MN) who offered to make phone calls to encourage those chambers to fill out the survey. Jen Novak (ID) also requested the link to the survey be included in an email so that they give those chambers easy ability to access the survey. Michelle Fontenot (LA), Chair, asked that those chambers be given until the week of August 26, 2024, to respond. Donna Holiday (KY) also mentioned having hard copies of the survey available to leave on the tables at the Business Luncheon. Michelle Fontenot (LA), Chair, stated she would look into that.

There was discussion again about the history of ILP surveys and the collection and dissemination of the information gleaned from the surveys over the years, i.e. how much NCSL was involved in the past, but that additional conversations are needed with NCSL moving forward. Tim Sekerak (OR) stated that the bylaws require the publishing of the information and suggested the committee may want to re-visit the rules as to that requirement. Donna Holiday (KY) asked why the survey results could not be both printed (one or two copies) and presented electronically.

New Business

Michelle Fontenot (LA), Chair, asked for volunteers for a subcommittee to summarize the results of the current survey on Legislative Organization. Donna Holiday (KY), Kristin Jones (WV), and Michelle Fontenot (LA), Chair, agreed to serve on that subcommittee. A target of the week of August 19, 2024, was set for the subcommittee to meet virtually to discuss the potential formats that could be used with the new data. Another subcommittee consisting of John Hollman (IL), Tom Bottern (MN), and Natalia Ravelo (PR) was appointed to take a look at the next survey category of "Legislative Orientation" to come up with questions for that survey, which the committee can discuss at the PDS in Manchester, NH.

Adjournment

Upon motion by Donna Holiday (KY) and seconded by Tom Bottern (MN), without objection the committee meeting was adjourned.

Respectfully submitted,
Kristin Jones (WV)
Vice-chair



Canadian-American Relations Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting was called to order at 2:00 p.m. by Nanette Mitchell (TN), Chair.

Attendance

The following members of the committee were present: Nanette Mitchell (TN), Chair; Obie Rutledge (OR), Vice Chair; Joyce Wright (AL), Vice Chair; Keira Alkema (AK); Lee Cassis (WV); Liz Clark (AK); Ann Cornwell (AR); Bernard Dean (WA); Yolanda Dixon (LA); Jack Edwards (OR); Meggan Foesch (WI); Patrick Harris, (AL); John Hollman (IL); Bill Horn (AL); Russell Humphrey (TN); Martha Jarrow (AR); Crys Jones (AK); Kristin Jones (WV); Susan Kannarr (KS); Scott Kaiser (IL); Cheri Lujan (NM); Lacy Ramirez (OR); Ali Sagraves (OH); Patsy Spaw (TX); John Treadwell (AL); John Trombley (NM); Tammy Wehrle (WI); Brad Young (OH)

Approval of Minutes

Bill Horn moved to adopt the committee minutes from the 2023 PDS in Eugene Oregon, seconded by Ali Sagraves. The motion carried.

Old Business

Update on CATS Annual Meeting in Winnipeg

Several members from ASLCS attended the annual Canadian Clerks at the Table meeting that was recently held in Winnipeg, Manitoba. Lacy Ramirez (OR) reported on the various business sessions that took place in the Legislative Assembly Chamber there and the social events that happened at several places of interest in Winnipeg. In addition to the Americans attending, there were representatives attending from England, Ireland, Wales, Scotland and Australia. The meeting was wonderful and our Canadian friends, as always, were extremely gracious hosts.

New Business

Canadian -American Exchange Program

The Canadian-American Relations Committee has continued to focus on reinvigorating the Canadian American Exchange Program. Discussion has been taking place between the two associations and during the CATS business meeting in Winnipeg, a decision was made to restart the Canadian American Exchange with ASLCS. Alberta will be sending an Associate to Alabama in the Spring of 2025 to work with the Legislature as part of the Exchange Program. The Exchange normally lasts three to five days. Nanette asked the members present to consider hosting a Canadian in their state. Right now, Oregon and Alabama have both offered to host. She also reminded everyone about the Jane Richards Scholarship that is currently available to ASLCS members for travel to Canada to participate in the program. A list of Canadian Provinces that are planning to host will be available in the near future.

The International Session at the PDS in Manchester, NH

The Canadian-American Relations Committee will be teaming up with the International Development and Communication Committee to do a joint session at the PDS in New Hampshire. The time frame for the session will be limited so it has been determined best to pick one main topic to allow time for the panelists to speak and for questions. Because several of the topics that have been mentioned seem to be too broad or possibly over discussed in the past, it was determined that it would be best to follow the format of the CATS meetings pertaining to International Guests and have each panelist give a Jurisdictional update about things of interest happening in each of their Legislatures. Nanette will work on finding out who (from our partner

societies) will be attending the Fall PDS so they can be given a heads up and be included in the program.

Joint Canadian-American Meeting 2025

The dates are set for the Joint Canadian-American Meeting in Nashville, TN, October 14 – 18, 2025. The Tennessee delegation is very excited about hosting and hopes everyone will plan to attend. Please contact Nanette if you are interested in volunteering to help with that meeting,

Adjournment

A motion to adjourn was made by Scott Kaiser (IL) and seconded by Ann Cornwell (AK) and Russell Humphrey (TN). The meeting was adjourned at 2:48 p.m.

Respectfully submitted,
Joyce Wright (AL)
Vice Chair



International Communication & Development Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the International Communication & Development Committee was called to order by Chair Jose Rodriguez-Amoros (PR) at 1:48 p.m.

Attendance

The following members of the committee were present: Susan Kannarr (KS), Obie Rutledge (OR), Natalia Ravelo (PR), Tammy Wehrle (WI), Brad Young (OH), Lee Cassis (WV), Bill Horn (AL), Joyce Wright (AL), Russell Humphrey (TN), Nanette Mitchell (TN), Pat Harris (AL), Liz Clark (AK), Bernard Dean (WA), Keira Alkema (AK), Patsy Spaw (TX), Ann Cornwell (AR), José R. Rodríguez-Amorós (PR), Crystaline Jones (AK).

Approval of Minutes

Upon a motion by Susan Kannarr (KS), seconded by Liz Clark (AK), the minutes of the last meeting held Saturday, April 6, 2024, at the ACSL Spring Business Meeting in New Orleans, Louisiana, were approved.

Old Business

Vice Chair Crystaline Jones provided a draft of the 2024 International Directory for the membership to review. The Chair explained the difficulties of obtaining updated information from ANOMAC and the Forum of Secretaries of South Africa. Therefore, the directory specifies that the information is dated. Nanette Mitchell (TN) pointed out that the Association of the Clerks-at-the Table in Canada (CATS) had a change in membership that she suggested be reflected in the directory. A discussion ensued as to when the cut off would be for updates to the directory. Liz Clark (AK) pointed out that if it was updated, then the immediate past leadership would be skipped not only for CATS but ASLCS as well. There was mention of having the directory online in a format

such that updates could be made as they occur. After discussion regarding the bylaws annual publication requirement, the Chair suggested that a discussion of the publication timelines be had with the Executive Committee.

Nanette Mitchell (TN) reviewed the topic, cultural and regional differences, for the 2024 concurrent session. Upon discussion of the breadth of the topic, Russell Humphrey (TN) suggested that the topic be jurisdictional updates as that is the practice at the Canadian American meeting and would be familiar and a bit easier to present on the short notice with which they sometimes decide to attend.

New Business

Nanette Mitchell (TN) informed the committee that the 2025 Canadian American conference will be held October 14-17 in Nashville, TN. She invited all to attend.

Adjournment

Upon a motion by Susan Kannarr (KS), seconded by Natalia Ravelo (PR), the meeting was adjourned.

Respectfully submitted,
Crystaline Jones (AK)



Legislative Administrator Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the Legislative Administrator Committee was called to order at 1:50 PM by John Treadwell (AL), Chair.

Attendance

The following members of the committee were present: John Treadwell (AL), Chair; Malisha Straw (AR), Vice-chair; Donna Holiday (KY); Cheri Lujan (NM); John Holliman (IL); Sarah Bannister (WA); Scott Kaiser (IL); Mandi McGowan (OR); Jennifer Novak (ID); Patience Worrel (TX); CJ Cavin (OK).

Approval of Minutes

Donna Holiday (KY) moved the approval of the minutes from the September 27, 2023, committee meeting at the ALSCS PDS in New Orleans, LA, and they were seconded. There being no objection, the minutes were approved.

Old Business

There have been some delays with mailing, but the hard copies should be mailed on Friday, August 9, 2024. Holly South will post the information on Breezio, and Lacy Ramirez will get a copy to post on the ASLCS Facebook site.

New Business

Reminder that an electronic copy only will be transmitted through Breezio for the Louisville edition. Please provide the committee with any feedback regarding the electronic version. At some point, we may request to move to only electronic copies.

Discussion on ideas for upcoming additions:

- NCSL award winners
- Highlight Sabrina for her work with NCSL
- Send out request for staff shoutouts

- Highlight what is going on in states
- Publishing a prior version of "Ask Mason's" to revive the concept
- Timeline for submission of articles for the upcoming edition
- Recognizing staff retirements: Robin and Cindy in Colorado soon, Susan from Nevada (included in the last edition)

Discussion on recognizing Henry Chavis from the Washington Legislative Print Shop for all his hard work on the Legislative Administrator. Recognition of Jeff Finch with IRC for assisting with pictures.

Adjournment

Motion to adjourn by Jennifer (AZ) and seconded by Sarah (WA), without objection the committee meeting was adjourned.

Respectfully submitted,
John Treadwell, Chair (AL)
Malisha Straw, Vice-chair (AR)



Navigating Power, Privilege and Procedure in Legislatures

2030 Mason's Manual Commission



Site Selection Committee

ASLCS - COMMITTEE REPORT FORM

2024 ASLCS Spring Meeting
Louisville, Kentucky

Call to Order

The meeting of the Site Selection Committee was called order by Chair Patrick Harris (AL).

Attendance

The following members of the committee were present: Patrick Harris (AL), Chair; Joyce Wright (AL), Vice Chair; Jose Rodriguez-Amoros (P.R.); Kiera Alkema (AK); Melissa Bybee-Fields (KY); Scott Caffey (TX); Lee Cassis (WV); Liz Clark (AK); Yolanda Dixon, (LA); Meggan Foesch (WI); Natalyn Gourdine (AL); Daniel Hicks (TN); Bill Horn (AL); Rob Hunt (ME); Adanna Hydes (KY); Martha Jarrow (AR); Scott Kaiser (IL); Denise King (KY); Mary Ann Krol (KY); Lourdes Lichfield (TX); Erica McGinnis (ID); Nanette Michell (TN); Austin Osborn (TX); Rose Ramsey (VA); Rhonda Schierer (KY); Angela Smith (LA); Malisha Straw (AR); Jennifer Welch (VA); Tammy Wehrle (WI); Holly South (NCSL)

New Business

The Committee has been focusing on nailing down a location for the 2025 Annual PDS. As of the Louisville meeting, there is not a set place, however, the committee is exploring several options and the decision should be made very soon. The State of Nevada is considering hosting in 2026. Furthermore, the State of West Virginia and the State of Alabama have expressed interest in hosting the Annual PDS in 2027 and 2028.

Adjournment

Upon a motion and a second, the meeting was adjourned.

Respectfully submitted,
Joyce Wright (AL)



Membership & Communications Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
Sunday, August 4, 2024

Call to Order

The meeting of the Membership and Communication Committee was called to order by Martha Jarrow (Arkansas), Chair, at 1:49 p.m.

Attendance

The following members of the committee were present: Martha Jarrow (Arkansas), Chair, Ali Sagraves (Ohio), Vice-Chair, Josh Babel (Arizona), Associate Vice-President, Melissa Bybee-Fields (Kentucky), Sarah Curry (Oregon), Meggan Foesch (Wisconsin), Michelle Fontenot (Louisiana), Jeff Hedges (Texas), Daniel Hicks (Tennessee), Rob Hunt (Maine), Adanna Hydes (Kentucky), Kristin Jones (West Virginia), Denise King (Kentucky), Mary Ann Krol (Kentucky), Erica McGinnis (Idaho), Lacy Ramirez (Oregon), Sherry Rodriguez (Nevada), Rhonda Schierer (Kentucky), Tim Sekerak (Oregon), Angela Smith (Louisiana), Jeff Takacs (Florida), and Patience Worrel (Texas). Yolanda Dixon (Louisiana), ASLCS President, was also present, along with Holly South, NCSL Liaison.

Approval of Minutes

Upon motion by Angela Smith (Louisiana), seconded by Meggan Foesch (Wisconsin), the minutes from the previous meeting at the ASLCS Spring Business Meeting on April 6, 2024, were approved.

New Business

Pin Contest

The committee discussed prizes for the top three winners of the pin contest at the PDS. Chair Jarrow explained there was approximately a \$300 budget. The committee determined that gift cards would be best, as they are travel-friendly.

As for the gavel pins, intended to be given to up to ten new attendees who make a lasting impression, the Chair explained that she will

clarify this part of the contest in detail at the new attendee mixer at the PDS to avoid any new attendees attempting to solicit a gavel pin from any Society members.

Satisfaction Survey

Chair Jarrow reminded the committee that she plans to work with Holly South (NCSL) to send this year's new attendees a satisfaction survey after the conclusion of the PDS. The purpose of this is to permit the committee to assess and identify further areas of potential improvement to make it the best experience possible. She explained that she will be asking for volunteers from the committee to work on questions for the survey in the coming days.

Notecard Project

Chair Jarrow informed the committee that Holly South has ordered the supplies needed for the notecard project, which involves sending notes to new attendees after the PDS to continue interactions with them beyond the meeting.

Quick Guides

The Chair explained that she would like to return to using the Quick Guide booklet from a few years ago to hand out to new attendees at the mixer. Vice-Chair Ali Sagraves (Ohio) is working on making the needed updates and said she or the Chair would be reaching out to ASLCS President Yolanda Dixon soon regarding a welcome letter for the booklet. Chair Jarrow added that she would like to include a welcome letter from the Membership and Communication Committee, as well.

Photo(s) for the ASLCS Facebook Page

The Chair reminded members of Vice-Chair Jamie Oswald's (Alabama) idea to take a group picture of new attendees at the mixer to post on the ASLCS Facebook page as something for them to be able to look back and remember their first PDS. The committee also discussed

potentially doing individual pictures of new attendees with their sponsors, with each noting a fun fact about the other in the Facebook post. This would continue the Membership and Communication Committee's work with the Technology Committee, spearheaded by Chair Lacy Ramirez (Oregon), who is going to continue reaching out to new members and developing posts based on questions they answer, as she has been doing since the last PDS.

Sponsors/Mentors Needed

The Chair explained that, as of the start of the Summit, 23 new attendees had registered for the upcoming PDS, and 11 members had signed up to be a sponsor/mentor. The Chair asked that members of this committee step up to volunteer for this by emailing her, along with Holly.

New Attendee-related Scheduled Events

Chair Jarrow stated she intends to follow the general format of how previous committee Chair Angela Smith (Louisiana) conducted the new attendee mixer at the past two PDS meetings and would be obtaining that outline from her. The format has worked quite well.

Angela Smith further added that, as this year's Chair of the Program Development Committee, her committee received feedback from last year's new attendees that they seemed to desire more information about the Society and how to be involved. Though she followed the same format two years ago with only positive feedback, the group last year differed. A possible reason for this, as has been discussed in prior committee meetings, was the noise distraction of all attendees congregating in the same area due to the rain situation, but no specifics were mentioned in the surveys. As such, the Program Development Committee confirmed the new attendee mixer will take place in a separate room from the opening reception, but they also proposed that our committee conduct an additional "deep dive" session at the PDS on Monday after staff breakouts at the New Hampshire State House, while members have an option of touring the capitol building.

The committee proceeded to discuss that this would remove the new attendees' option of getting to go on a tour, which is not ideal. It

was determined that a "What do you need to know?" style check-in could happen between new attendees and their mentors at the Tuesday morning breakfast from 8:00-9:00. Holly South confirmed that she would be able to secure a separate room near the breakfast room at the hotel for this "check-in." The idea of having a booth at the Legislative Expo on Tuesday evening, staffed by committee members, was also discussed as a helpful endeavor. As the ASLCS Executive Committee already has a booth at the Expo with the hopes that new attendees will come to them with questions, the Chair will discuss the idea of teaming up with them by having a booth positioned next to theirs.

As the final scheduling-related item, Angela Smith shared that her committee scheduled the pin contest counting to occur on Wednesday, October 2nd from 12:00-12:30 p.m., which will occur during a "lunch on your own" time (11:45 a.m.-1:00 p.m.), right after the ASLCS committees will have met. Chair Jarrow noted that volunteers will be requested for the pin counting and that the winners will be announced at the State Dinner that evening.

Chair Jarrow reminded members they will be receiving plenty of communication from her in the coming days leading up to the PDS to ensure we are doing our best to make new attendees feel welcomed, informed, included, and motivated to be involved in ASLCS.

Adjournment

With no further business, upon a motion by Vice-Chair Ali Sagraves, seconded by Associate Vice-President Josh Babel (Arizona), the meeting was adjourned at 2:21 p.m.

Respectfully submitted,
Ali Sagraves (Ohio), Vice-Chair

Program Development Committee

Meeting Minutes

2024 NCSL Legislative Summit Meeting
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the Program Development Committee was called to order by Angela Smith, Chair (LA), at 2:30 PM.

Attendance

The following members of the committee were present: Angela Smith, Chair (LA), Sarah Bannister, Vice Chair (WA), Colleen Pehar, Vice Chair (WA), Paul Smith (NH), Michelle Hill (TX), Nicole Albers (TX), Melissa Bybee-Fields (KY), Adanna Hydes (KY), Rose Ramsey (VA), Malisha Straw (AR), Michelle Fontenot (LA), Ron Smith (LA), Austin Osborn (TX), Jose Rodriguez-Amoros (PR), Jeff Beighley (WI), Sherry Rodriguez (NV), Mandi McGowan (OR), Rhonda Schierer, (KY), Jennifer Welch (VA), Erica McGinnis (ID), Scott Caffey (TX), Donna Holiday (KY), Denise King (KY), Mary Ann Krol (KY), Patience Worrel (TX), Daniel Hicks (TN)

Approval of Minutes

Upon motion by Paul Smith (NH), seconded by Sherry Rodriguez (NV), the minutes from the April 6, 2024 meeting at the ASLCS Spring Meeting in New Orleans, Louisiana were approved.

COMMITTEE BUSINESS

Angela Smith, Chair (LA), shared that she was looking forward to having everyone in New Hampshire for a wonderful PDS. The theme of the PDS is "Maintaining Legislative Decorum During a Time of Disruption." Angela Smith, Chair (LA), asked Paul Smith (NH) to give an update from the host state.

Paul Smith (NH) gave an update on the Mason's Manual session, sharing that they were thinking about making the concurrent a question and answer themed session, and calling it "What's Happening in Your Chamber". Paul expressed

that there would be an email forthcoming asking about videos of events occurring in our chambers. The first plenary session will be titled "Those Were the Days - Lessons from the Well" and will be an open discussion with Patsy Spaw, Susan Schaar, and Pat O'Donnell. Following the plenary, lunch will be in the statehouse cafeteria. Holly is collecting dietary restrictions, which are needed for lunch that day and for the turkey dinner that evening. Paul Smith (NH) shared that they are really looking forward to hosting and providing hospitality to ASLCS. He also shared that there would be no hospitality suite on the evening of the State Dinner so we can appreciate the fantastic DJ. He encouraged anyone with questions about the PDS in New Hampshire to reach out to him or Holly.

Angela Smith, Chair (LA) shared that the second plenary with Mr. Charles Clark is focused on us as leaders and how we can be mentally healthy in this time we are living in. She shared that our jobs consist of us maintaining legislative decorum and maintaining the integrity of the institution. Mr. Charles Clark will be teaching us skills on how to remain mentally healthy in a disruptive environment and how to maintain our mental stability. Angela Smith, Chair (LA), then spoke about some schedule changes in the PDS program. After speaking with the members of the Membership and Communication Committee, it was decided that instead of having the "New Members Deep Dive" at the statehouse on Monday, we will allow them to have the optional tour of the Capitol as well, and then have a separate breakout for breakfast on Tuesday morning.

This will be the time to allow those members to bond with their mentors ask more questions concerning the Society. Angela then asked those planning concurrent sessions to share updates.

Mandy McGowan (OR) shared an update on behalf of Lacy Ramirez (OR). The technology session is "AI in the Legislature: Trials, Triumphs, and the Road Ahead." It has an excellent lineup of panelists and will be moderated by Lacy. The panelists will provide a comprehensive overview of AI in the legislative environment, capabilities, pitfalls, and various AI tools.

Angela Smith, Chair (LA) shared an additional update on the Mason's Manual session, noting that there would be questions in a round table format with excerpts on the screen to focus the conversation on various parts of the manual. She also shared that Sabrina Lewellen will be hosting a session called "Stability and Clarity in Crucible Moments" where she will reflect on the past 50 months and talk through how to maintain stability and clarity as a leader.

Jennifer Welch (VA) gave an update on the session planned by the Support Staff Committee. Aligning with the theme of "Maintaining Legislative Decorum in a time of Disruption", the session is from the perspective of the Sergeant at Arms. There will be three different perspectives to learn from and a great moderator. Jennifer Welch (VA) also asked the committee to let her know if they would like to moderate a breakout session.

Jose Rodriguez-Amoros (PR) shared that they were very pleased with the new time for the International session. He is working on planning with the Canadian American Committee and shared that it was difficult to know which

international delegates would be able to come at this time. He shared that it was looking like there would be delegates from Mexico, Puerto Rico, the U.S. Virgin Islands, and Canada.

Angela Smith, Chair (LA) shared that the PDS has a comprehensive, cohesive, and engaging program that will allow society members to focus on maintaining integrity in our chambers and keeping mentally stable during this disruptive era.

Erica McGinnis (ID) asked about the timing of the New Attendee Mixer and whether the first portion of the mixer was reserved for new attendees and sponsors. Angela Smith, Chair (LA), shared that, yes, the first portion of the mixer is reserved for new attendee and their sponsors. Last year, it was challenging to keep the group quiet during introductions. The first hour is strictly for new attendees and sponsors, while in the last 30 minutes, anyone can come and enjoy time to exchange pins. Angela Smith, Chair (LA) shared that the agenda would be updated to make that clear and that a new agenda would be sent out.

Adjournment

Upon a motion by Jeff Beighley (WI), seconded by Jose Rodriguez-Amoros (PR), the meeting was adjourned at 2:57 PM.

Respectfully submitted, Angela Smith,
Chairman (LA)
Colleen Pehar, Vice Chair (WA)
Sarah Bannister, Vice Chair (WA)



Support Staff Committee

Meeting Minutes

2024 NCSL Legislative Summit
Louisville, Kentucky
August 4, 2024

Call to Order

The meeting of the Support Staff Committee was called to order by Jennifer Welch, Chair (VA) at 1:47 PM.

Attendance

The following committee members were present: Jennifer Welch, Chair (VA), Jay Jacobs, Vice Chair (KY), Nicole Albers, Vice Chair (TX), Scott Caffey (TX), Rose Ramsey (VA), Lourdes Litchfield (TX), Michelle Hill (TX), Austin Osborn (TX), Ron Smith (LA), Jack Edwards (OR), Jeff Beighley (WI) and Laura Bell (WA).

Approval of Minutes

Upon motion by Jeff Beighley (WI), seconded by Jay Jacobs (KY), the minutes from the Spring Meeting in New Orleans, Louisiana, were approved.

Old Business

Associate Exchange Program

Jennifer Welch, Chair (VA), shared an update on the Associate Exchange Program. Three of the four applicants who were approved have completed their exchanges. Jamie Oswalt completed hers in Puerto Rico in June. Gillian Conway completed hers in March in Kentucky, and Derek Page completed his in Maine. The fourth applicant was unable to complete hers due to a special session. Chair Welch received confirmation from the Executive Committee in New Orleans that the fourth applicant's acceptance and scholarship can carry forward to the next year with recommendation to the incoming Support Staff chair.

Staff Breakouts

Jennifer Welch, Chair (VA), reported that we have some volunteers but need more. She reminded committee members that a cheat sheet

is available if needed. Jeff Beighley (WI) wanted confirmation that there would be only one day for staff breakouts unlike in Eugene when we had two days. Chair Welch confirmed that it would be one day due to the shortened PDS schedule.

Legislative Expo

Jennifer Welch, Chair (VA), reminded everyone of the video that Jay Jacobs, Vice Chair (KY), produced soliciting volunteers for the legislative expo. We currently have three participants. We would like to have at least ten. It is scheduled for Tuesday, October 1 from 4:00 p.m. to 5:30 p.m. There will be food and drinks like in previous years.

Concurrent Session

Jennifer Welch, Chair (VA), reported that our concurrent is "Maintaining Order in Legislative Chambers." We have three panelists from Pennsylvania, Wisconsin and the US House of Representatives. The Sergeant at Arms from Virginia will moderate.

Mentoring Program

Jennifer Welch, Chair (VA), shared that she has been working with Martha Jarrow (AR), Chair of the Membership and Communications Committee, to produce a presentation for the Executive Committee recommending that the mentoring program become the responsibility of the Membership and Communications Committee. They will present to the Executive Committee meeting scheduled later this week.

ADJOURNMENT

Upon a motion by Ron Smith (LA), seconded by Lourdes Litchfield (TX), the meeting was adjourned at 1:57 PM.

Respectfully submitted,
Jennifer Jones Welch (VA)



Executive Committee

Meeting Minutes

ASLCS Spring Meeting
April 6, 2024
1:30 p.m. Central
Hotel Monteleone, New Orleans, Louisiana

Call to Order

Yolanda Dixon called the meeting to order at 1:30 p.m. Central.

Attendees

The following members of the Executive Committee were in attendance: Yolanda Dixon, Louisiana; Rob Hunt, Maine; Sherry Rodriguez, Nevada; Tim Sekerak, Oregon; Josh Babel, Arizona; Meggan Foesch, Wisconsin; John Hollman, Illinois; Jamie Oswalt, Alabama; Lee Cassis, West Virginia; Donna Holiday, Kentucky; Liz Clark, Alaska; Ron Smith, Louisiana.

Also in attendance: Holly South, NCSL; Obie Rutledge, Oregon; Michelle Fontenot, Louisiana; Brad Young, Ohio; Ali Sagraves, Ohio; Lacy Ramirez, Oregon; Paul Smith, New Hampshire; Patience Worrel, Texas; Jennifer Welch, Virginia; Nanette Mitchell, Tennessee; Patsy Spaw, Texas; Erin Gillitzer, Wisconsin; Linsay Hale, Wisconsin; Martha Jarrow, Arkansas; Sarah Curry, Oregon; Ryan Dunphy, Delaware; Scott Kaiser, Illinois; Sabrina Lewellen, Arkansas; Angela Smith, Louisiana; Bernard Dean, Washington

Approval of Minutes from December 18th Executive Committee Meeting.

Rob Hunt was listed as being from Massachusetts, not Maine. Correction to be made. John Hollman made motion to approve. Ron Smith seconded. Approved.

Treasurer's Report

Donna Holiday presented report. Starting balance \$70,907.68. Total disbursements of \$10,878.48. Total deposits of \$9365.00. Final balance as of 3/25/24 was \$69,394.20. Approved.

Review of ASLCS Financial Accounts

LLCS account

Holly South gave summary of account. John Hollman moved to transfer \$10,000.00 from the dues account to the LLCS account to keep the balance at \$15,000.00. Liz Clark seconded. Approved.

NCSL-ASLCS Memorandum of Understanding on L190 Interest rate

President Dixon stated that the MOU regarding the yearly interest rate was signed in December.

L190 account

Holly South gave summary. Beginning balance was \$207,467.41 and the current balance is \$171,386.98.

2023 PDS budget (P023)

Holly South highlighted current numbers. Still talking to hotel about some comps. Approximately \$11k net gain. Final report will be ready soon. Tim Sekerak thanked Holly South for all her hard work. Tim also stated that there is approximately \$15,000.00 worth of checks that were mailed to NCSL that are not reflected in the report. The money is at NCSL and will soon be accounted for after staff changes have settled down. At that time, the host state fundraising amount will change.

New Business

Executive Committee Vacancy

Due to Obie Rutledge becoming a Principal member of ASLCS, the spot he held on the Executive Committee is now vacant. President Dixon recommended Heshani Wijemanne of California to that position on the Executive Committee. Rob Hunt made the motion and Ron Smith seconded. Approved.

PDS update in New Hampshire

- Registration fees
Recommendation to not lower fees.
- Review and approval of PDS budget
Budget approved. Meggan Foesch made the motion and Ron Smith seconded.
- 2024 PDS program update
Paul Smith gave an update on the PDS planning for New Hampshire. It was recommended that members be notified that flights may be cheaper if they fly into Boston and not into New Hampshire directly. The Thursday breakfast was discussed. It was decided to keep it for now and monitor attendance. ASLCS gets one free comped night for every 40 nights booked, which is up from the comped nights last year. Angela Smith stated that one plenary speaker, Charles Clark, has been found.

ASLCS Meeting Policy

Tim Sekerak stated that ASLCS needs some type of policy so we know what to do if things go wrong at meetings. ASLCS has resources we can leverage through NCSL. John Hollman made the motion that a special committee be appointed to address this issue. Josh Babel seconded. Approved.

NCSL Legislative Summit in Louisville, Kentucky

NCSL is still looking for two ASLCS members to serve as Parliamentarians at the Summit. Deadline is approaching. Mason's Manual Commission will review applicants.

ASLCS meetings are scheduled to be held at the Louisville Marriott next to the International Convention Center on Sunday prior to the start of the Summit.

ANZACATT Update

Brad Young reported that the conference was held in Darwin, near the Equator, a very tropical climate. Discussions were held about strategic planning, accountability, transparency, change, best practices, and cultural and language barriers. They did not cover lodging for ASLCS attendee as per the agreement. This is a topic for future discussion for us. Brad met with a clerk in the UK who is interested in our association. Tim

Sekerak stated that the attendees at ANZACATT were stunned that we get elected. They have term limits as clerks.

ASLCS LinkedIn Page

Lacy Ramirez, Technology Committee chair, suggested a three-month trial on LinkedIn to try to engage those clerks who are not members of ASLCS. The LinkedIn page could provide reminders of events coming up, legislative updates and we could share articles. The question was raised: Who decides what gets posted? Lacy will send proposals to the Executive Committee.

Travel Approval

- Yolanda Dixon, Rob Hunt, or their designees to attend the spring LSCC meeting May 16-18 in Quebec City.
- Yolanda Dixon, Rob Hunt, or their designees to attend the summer LSCC meeting in Louisville.
- Yolanda, Josh Babel and Nanette Mitchell or their designees to attend the 2024 CATTs PDS July 29-Aug 2 in Winnipeg, Manitoba.

Liz Clark made the motion to approve. John Hollman seconded. Approved.

2024 Associate Exchange Program

Support Staff Committee Chair Jennifer Welch reported that there were five applicants and four were selected for the exchange program. Gillian Conway visited Kentucky and Jamie Oswalt will be visiting Puerto Rico.

Angela Smith could not make it work due to session. Does she have to reapply or does this roll over into next year? It was decided that the Support Staff Committee could make a recommendation regarding Angela to the Executive Committee for 2025.

Tim Sekerak asks what happens to NCSL exchange money if it is not used? Holly South reported that ASLCS has used its funding.

Announcements

President Dixon mentioned providing \$900 to the Inside the Legislative Process Committee to purchase survey licenses on the next agenda.

Meggan Foesch asked if the size of the roster must be changed in the Standing Orders or can they proceed. They can proceed.

Tim Sekerak thanked everyone who put the spring meeting together.

Adjournment

Yolanda Dixon asked for a motion for adjournment. Ron Smith made the motion, Tim Sekerak seconded. The meeting adjourned at 2:51 p.m. Central.

Respectfully submitted,
Donna Robinson Holiday (Ky.)
ASLCS Secretary-Treasurer



2024 Legislative Staff Achievement Award Recipients

American Society of Legislative Clerks and Secretaries (ASLCS)



Scott Kaiser - Assistant Secretary, Illinois Senate

Scott Kaiser grew up in central Illinois and received a B.A. degree in political science from the University of Illinois Springfield in 1988. He was selected for the Illinois Legislative Staff Internship Program in 1988 and served as a legislative policy analyst for the Senate from 1988-1996. From 1997-1999 he served as deputy director of legislative affairs for Gov. Jim Edgar. In 1999 he was appointed assistant to the president of Southern Illinois University where he had responsibilities in government, community and media relations. In July 2004 he was elected assistant secretary of the senate for the remainder of the 93rd General Assembly. He has been re-elected assistant secretary of the Senate for each of the past 10 General Assemblies. Scott and his wife, Julie, have two children and live in Chatham.



Sherry Rodriguez - Assistant Secretary, Nevada Senate

Sherry Rodriguez has been assistant secretary of the Nevada Senate since 2006. She has worked in state government since 2001 in positions including secretary for the Senate Committee on Government Affairs and secretary for the Senate Committee on Transportation. In addition to her state service, she served as deputy coroner for the Carson City Sheriff's Department from 2010 until 2015.

Born and raised in Southern California, she attended Ambassador Christian High School and Cypress College before earning her business management certifications from the University of California, Los Angeles.

She and her family have lived in northern Nevada since 1998.

In her own words: "I am blessed to have an amazing career and grateful to have been given the opportunity to serve our Legislature and the citizens of Nevada in so many ways."

Celebrating 50 Years

Happy Anniversary NCSL

By Krystle Isvoranu, Chief Clerk and Counsel, Arizona House of Representatives



On January 1, 2025, the National Conference of State Legislatures (NCSL) will celebrate its 50th anniversary in the midst of a yearlong celebration that began at the 2024 Summit in Louisville, Ky. We can trace the origins of NCSL back to 1974. At that time, there were three national groups organized around supporting the legislative process: the National Legislative Conference, the National Conference of State Legislatures, and the National Society of State Legislators. When these organizations realized that they were in essence diluting the influence that they could have if they were acting in concert, the three groups decided to join forces, and NCSL emerged as a single national organization. They held their first annual meeting, now called the Legislative Summit, in October of 1975.

But any origin story or anniversary celebration of NCSL would be incomplete without recognizing the involvement of the Clerks and Secretaries organization, the American Society of Legislative Clerks and Secretaries, ASLCS. Founded in 1943, ASLCS is sometimes referred to as “the grandparents of the conference,” having been around for 31 years prior to NCSL and formative in its creation. ASLCS members, along with several state legislative groups, were integral to the formation of NCSL. Since its inception, many ASLCS members have served on the executive committee for NCSL, always helping to maintain a staff voice and provide perspective on the national level.

ASLCS is one of nine current staff professional associations associated with NCSL. Currently, ASLCS is the most active of the nine professional groups, although that hasn’t always been the case. As detailed by ASLCS Member Ed Burdick in 1979 and again in 1985, ASLCS has had its periods of struggle and growth. When the first professional development seminar for any legislative staff was held by ASLCS in 1967, only 16 people attended. The following year at an ASLCS meeting in Miami Beach, the 13 Clerks and Secretaries in attendance “vowed to expand activities, promote attendance, and increase liaison between members.” Today, we should consider their dedication a success. ASLCS has an active membership of more than 400 principal clerks and secretaries and legislative support staff.

As NCSL marks 50 years of serving state legislatures we should congratulate the organization on a job well done. In today’s increasingly polarized political environment, maintaining membership and increasing participation amongst non-partisan and partisan staff is certainly a challenge, but NCSL has risen to the occasion; and with the ongoing participation by our own ASLCS members, we should all be proud.

Associate Exchange Program Kentucky House of Delegates

Gillian Conway, Senate of Virginia

Kentucky was an obvious first choice as my host state for the ASLCS Associate Exchange Program. After all, Kentucky once shared much of its territory with my home state of Virginia. Despite the proximity, it became apparent to me that our two legislatures function quite differently. I was delighted to find out the House Clerk's Office would host me for a week in March. This was a particularly interesting time to visit, since the legislature had only four weeks left in their session. My gracious hosts, House Clerk Melissa Bybee-Fields and Deputy Clerk Adanna Hydes, made me feel more than welcome as they allowed me a glimpse into their day-to-day lives as public servants in the Kentucky Legislature.

Upon arriving, I was welcomed by Melissa and her husband, Mark. I found myself struck by their immediate warmth and hospitality, for which Kentuckians are so renowned. They took me to see the Kentucky Castle, a unique property with a mysterious backstory, located just outside Lexington. The castle is a boutique hotel and restaurant, with views of acres of beautiful farmland. We followed this with a quick stop at the famous Buffalo Trace Distillery, which as I learned, produces some of the most prized bourbon in the world. Not only is bourbon important to the state's economy, it is a deep-seated part of their history and culture. This was my introduction to a mental list I would affectionately refer to as "things you only see in Kentucky," which begins with castles, bourbon, and bluegrass fields.

My first glimpse at Kentucky's Capitol Building was one of many memorable moments over the course of my exchange. The building stands looming over Frankfort, with its large rotunda visible at different points all around the city. The inside features great marble columns, stained-glass ceilings, ornate murals, and perhaps most interesting of all, a bust of Colonel Sanders. This holds first place on my mental list of "things you only see in Kentucky." At one point, Melissa and Adanna took me on a tour of the fourth floor, which extends around the perimeter of the ceiling. Peering through the stained-glass windows at the floors far below is something I won't forget. One of the most notable features of their Capitol is a large, bronze statue of Abraham Lincoln in the Rotunda. His shoes are tarnished from many years of being rubbed for good luck.



*Bust of Colonel Sanders
in Capitol*

I quickly learned that Kentucky's legislature runs on a different pace and schedule than Virginia. Our session begins the second Wednesday of January and spans 45 and 60 consecutive days, on odd and even years respectively. Kentucky's legislative calendar is filled with prospective session days, meeting 30 days in odd years and 60 in even years. It so happened that the week of my arrival included one day where the body would gavel in, leaving the rest of the week to shadow the House and Senate Clerks and their staff, attend committee meetings, tour the Capitol grounds, and experience the city of Frankfort.

Kentucky's organizational structure struck me as especially unique, not only compared to my home state, but the country as a whole. In Virginia, I work as an Assistant Coordinator of Committee Operations within the Senate Clerk's Office. While our staff are nonpartisan and work under the Senate Clerk, Kentucky's nonpartisan staff and clerks' offices are separate entities. The Legislative Research Commission (LRC) embodies nearly 400 nonpartisan staff, and is led by Director Jay Hurtz. I spent time learning from their different departments, meeting with Carla Montgomery and John Snyder in Committee Staff and Coordination, as well as Becky King and Zack Griffith in IT. Meeting with them,

along with many others, helped provide a clear picture of daily operations in the Kentucky Legislature. I was amazed to see how their roles differed from ours in the Virginia Senate. For example, Committee Staff and Coordination includes both bill drafters and committee assistants who are assigned one committee in both the House and Senate. In Virginia, administrative support for committees is provided by respective staff in the House and Senate. Our Division of Legislative Services serves both chambers as a separate legislative agency tasked with drafting legislation and performing legal research. This is one of several ways in which our compositions vary.

On the third day of my visit, I had the opportunity to shadow Christina Williams, who works as a committee assistant for the House and Senate Committees on Transportation. Christina, like all staff, was instantly warm and welcoming, making me feel like part of the team. She showed me her preparation process, which included arranging the Chair's script, assembling any substitutes and amendments, and formatting the agenda. There were two bills to be heard that day, which contrasts from Virginia's committees, which hear anywhere from fifteen to eighty bills each meeting. This leads me to discuss one of the most fascinating aspects of Kentucky's process- the Committee on Committees. This committee functions in a supervisory capacity in both the House and Senate. Among their many responsibilities, they are tasked with bill referral. Interestingly, not every bill is referred- in fact, only those that are expected to pass with favorable expression are given a hearing; they are otherwise untouched. In many ways, the fate of each bill is up to the discretion of this committee. In Virginia, bill referral is done by the Senate Clerk and House Speaker. In the Senate, each bill is referred to one of our eleven standing committees, docketed by their respective Chair, and taken up for vote. As a result of this distinction, Kentucky's committees have a lower volume of bills and their process plays out quite differently.

At the start of the meeting, I sat with Christina on the dais and was kindly introduced to the panel by John Snyder, the Committee Staff Administrator for the House and Senate Committees on Transportation. I noticed that each bill moved through the process comparatively faster than in Virginia, perhaps because their fate, in part, is predetermined. While there was some dissent among the members, debate was relatively shorter and agreement more unanimous. Before long, the committee adjourned and Christina completed her concluding tasks. Her extensive knowledge and organization made for a smooth and efficient meeting, and I was appreciative of the opportunity to shadow her process.



With Christina Williams in the Senate Committee on Transportation

On the last day of my exchange, I sat with both the House Clerk Melissa Bybee-Fields and the Senate Clerk Donna Holiday for floor session in their respective chambers. Each chamber is beautiful, with tall ceilings of stained glass, marble columns lining the walls, and large chandeliers looming above. After the House Session was called to order, I was introduced as a guest, which was a standout moment I got to share back home. Session on the floor was perhaps the most similar aspect of our processes, and although I am not used to sitting on the dais in the chamber, the desk staff made me feel at ease. Both Melissa and Donna gave me tasks to help with, including labeling each bill with its date of passage and the adoption of any amendments or substitutes. I was able to meet and shake hands with House Speaker David Osborne and Senate President Robert Stivers. One of the first questions I had asked, when learning from Donna about Senate floor proceedings, was the role of Lieutenant Governor. In Virginia, like many states, the Senate is presided over by the Lieutenant Governor. Yet another way in which Kentucky is unique, a 1992 amendment



With senate Clerk Donna Holiday and Deputy Clerk Mary Ann Krol

made the switch to keep the legislature more separate from the executive branch. As a result, the office of the President of the Senate was established. I had enjoyed hearing President Stivers call on “the Senator from Bourbon.” I added this to my list of “things you only see- or rather hear- in Kentucky.”

In addition to the legislature, the city of Frankfort had much culture and history to offer. I couldn’t conclude my report without again mentioning the impact of the bourbon industry on both the state and the city. I will never forget the scent that encompasses the city on windy days the distillation process creates a pleasant, bread-like smell that makes its way into just about everything. The scent lingered on my clothes even after returning home, which only made me miss the charm of Frankfort. Buffalo Trace Distillery was my introduction to the bourbon ball, made famous by Rebecca Ruth’s Candy Factory. Melissa, Adanna, and I toured the original location of Rebecca Ruth’s, where we saw the bourbon ball-making process firsthand.



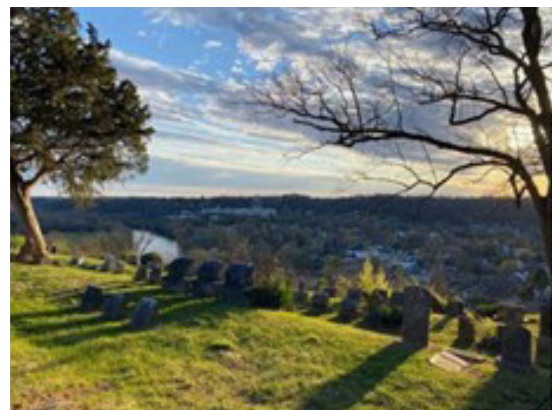
With Melissa Bybee-Fields and Adanna Hyde at the Frankfort Cemetery

They were, of course, as delicious as their reputation suggested. One of the most memorable parts of my trip was the Annual Legislative Fish Fry, held by Kentucky State University (KSU). KSU is known for their ongoing research on the pawpaw plant, where they cultivate thousands of trees. The fish fry included their own farm-raised tilapia ceviche, fried catfish, as well as pawpaw cake and ice cream- all of which were delicious. There was even a “speakeasy” in the back room, featuring pecan liqueur from Louisville. It was an incredible event, bringing together legislators, staff, and students in a uniquely Kentucky experience. To top it off, we drove to the Frankfort Cemetery to see the grave of the infamous Daniel Boone. I learned that his grave is a source of controversy, with since disproven rumors that Missouri was the true site of his burial. As a result, the site is of great importance to the people of Frankfort, as a piece of both Kentucky and American history. Each of these experiences were entirely one-of-a-kind, and of course landed on my list of “things you only see in Kentucky.”



Gravesite of Daniel Boone

I am immensely grateful for the opportunity to have participated in the ASLCS Associate Exchange Program, and am equally grateful for the kind hosts I found in Kentucky. I sincerely thank House Clerk Melissa Bybee-Fields and Deputy House Clerk Adanna Hydes as my hosts, as well as Senate Clerk Donna Holiday and her staff for such a warm welcome. I also want to thank Susan Clarke Schaar, Clerk of the Virginia Senate, for this incredible opportunity and for her continued encouragement to stay involved with ASLCS and NCSL. This program was an unforgettable and immersive way to learn more about the legislative process and my place within it. I return home to Virginia with a broader perspective of state legislatures and new and lasting friendships. Thank you to ASLCS for continuing to offer such opportunities.



Overlook of Frankfort Cemetery

Associate Exchange Program

PUERTO RICO
By Jamie Oswalt



My arrival in Puerto Rico confirmed what my dear colleague and host, José Rodríguez Amorós, teased me about a few days prior; the record heat and sunshine were turned all the way up, just for me. Two things I was immediately thankful for: my luggage made it to the island and Uber works without needing to know Spanish. I love visiting new places and taking in all the scenery and culture. I think my Uber was sponsored by NASCAR but what stood out the most on the drive in was some graffiti on a building featuring “Act 22-60” circled in red with a line through it. I made a mental note to get the scoop on that during my stay. It was worth the fast drive to Old San Juan, where my hotel was. The panoramic Harbor view, the colorful buildings, the elegant cobblestone roads and delectable local cuisine aromas in the air was the perfect introduction to the Puerto Rican charm.

I feel compelled to start us off with some history and fun facts. Puerto Rico was colonized by Spain following the arrival of Christopher Columbus in 1493. Fast forward 400 years, Puerto Rico then became a United States Territory in 1898 pursuant to the Treaty of Paris. Puerto Rico ratified their Constitution in 1952, establishing the Commonwealth of Puerto Rico, increasing self-governance and autonomy. Since then, the debate on status remains with the people of Puerto Rico between three options (Commonwealth, Statehood or Independence), but no change has been



made to the Constitution or the relations between the U.S. and the island. That's deep, I know, but not as deep as the Puerto Rico Trench, which is the largest and deepest trench in the Atlantic Ocean. See what I did there? Another "est" award goes to La Fortaleza, the oldest Governor's mansion among the U.S., located in Old San Juan and backs up to the ocean. Perks of the island – amazing ocean views everywhere. The Capitol building of Puerto Rico is the only Capitol to face the ocean and its centennial celebration is underway. There is even private beach access just off the front steps! If I worked there, I would undoubtedly spend lunch breaks there December through March. All other months would be hair, makeup and outfit suicide. Trust me, I visited in June. Although it was blazing hot, it was the perfect weather for pina colodas, which were first created in San Juan. Naturally, also named the drink of Puerto Rico. I hope Rupert Holmes gave a big shout out to Puerto Rico for his hit song. I decided the second drink of Puerto Rico should be coffee. Their coffee is amazing. It is not for the weak breakfast blend coffee drinkers. No, this coffee could put hair on your chest, as the old saying goes. Lucky me, because I needed it to keep up with the pace there. They work almost as fast as they talk and drive.

Let's get down to business, because that is certainly what Erick Vazquez had planned for me in my loaded itinerary. I had the pleasure of what felt like, meeting with every department in the Legislature of Puerto Rico. Imagine drinking from a fire hose. That was me that week. Bear with me as I highlight some of those meetings, add unnecessary commentary and make you wonder if you will ever reach the end of this report. Going into my first day felt like how the first day of school used to, even down to the thoughts of what will I wear and how many new friends will I make. Human Resources made me official, I even got to keep my badge as a memento. Next was a Capitol tour. There is not enough time to share the beauty of this building so the next time you see me, ask to see all the pictures I took! After the tour, I had a fun outing with Erick to the local news station where he had a live interview about Legislative business, and I watched standing with the camera crew as they filmed. The rest of my day included meetings with the President's Office of Advisors, the Senate Clerk's Office, Legislative Assembly's Office of the Journal of Sessions, Senator Rafael Bernabe and the Office of the President of the Senate.

First, let me note the conviction I felt for how much I complained about the amount of typing I have done for the Alabama Senate the past couple years as we have navigated through the development and implementation of a new third reading system (which is amazing, by the way) when the Office of the Journal of Sessions in Puerto Rico is transcribing all their sessions verbatim. Puerto Rico has both Spanish and English as their official languages and are required to have their Journals and legislation available in both languages. They showed me their work process, and the equipment they used. They are up to date on all session days! Talk about a quick and efficient office. I thanked God that day, and many other days, for not having a verbatim Journal in Alabama. Secondly, how many people can say they had a conversation with a Legislator who played a part in creating their own political party? I am one of those people. I had an intriguing conversation with Senator Rafael Bernabe about topics including the formation of said political party subsequent to the Governor being forced to resign, current controversial issues they were dealing with, experiences since the 2006 economic crisis, and what it is like working with a Legislative body of 5 political parties. Yes, Puerto Rico has 5 political parties. The Partido Popular Democrático (PPD) are pro commonwealth and make up the Senate majority with 12. The Partido Nuevo Progresista (PNP) promotes statehood for Puerto Rico, with 10. The Movimiento Victoria Ciudadana (MVC) defend the citizens movement, and their members share different perspective on status, with 2. The Proyecto Dignidad (PD) are Christian-conservative, and their members tend to favor statehood for Puerto Rico, with 1. The Partido Independentista Puertorriqueño (PIP), promote the independence of Puerto Rico, with 1. There is also 1 independent member not affiliated to any political party. With no supermajority, I imagine the results of Legislation in Puerto Rico are a little more surprising at times than what we are used to in Alabama.

The next day, the Office of Legislative Services walked me through the legislative process. Puerto Rico has 2 regular sessions per year, except election years only have one. The first three years of each quadrennium, they are in session about 37 weeks per year. I have missed many of my boys' ball games over the years and we only have 15 weeks of Regular Session in Alabama. Hats off to the full-time Legislatures out there. Puerto Rico has 51 Representatives and 27 Senators. The Speaker presides over the House and the President of the Senate is a Senator, unlike Alabama where our President and Presiding Officer of the Senate is the Lieutenant Governor. Puerto Rico also has special sessions that may be called by the Governor, the President of the Senate or the Speaker of the House. Alabama can only be called into special session by the Governor. I know this is not a report on Alabama, but I enjoyed learning the differences in processes. Hence my previous comment to bear with me. Puerto Rico has 4 types of legislation: bills, resolutions, joint resolutions (appropriations) and concurrent resolutions (constitutional amendments). Interestingly, they do not pass constitutional amendments or their budget in the form of bills. All legislation is specially marked to indicate if they were introduced by the Legislature, the Executive Branch or by request of a citizen or group. There is no limit to actions per day for legislation, as it may go through both chambers in one day if they so choose. Alabama has rules set in place that limit action per day, making it a minimum 5 days for a bill to become a law. An interesting fact of Puerto Rico is that their bill or resolution count does not end until the end of a quadrennium. This is wild to me, as I learned that a bill or resolution does not die with the end of each session, it is rolled into the next and theoretically has 4 years to be passed. You should have seen all the shelf walls of legislative measures in the Senate Clerk's Office, and this is only year 2 of the quadrennium. Puerto Rico has a very unique and organized process. Just wait, there's more.

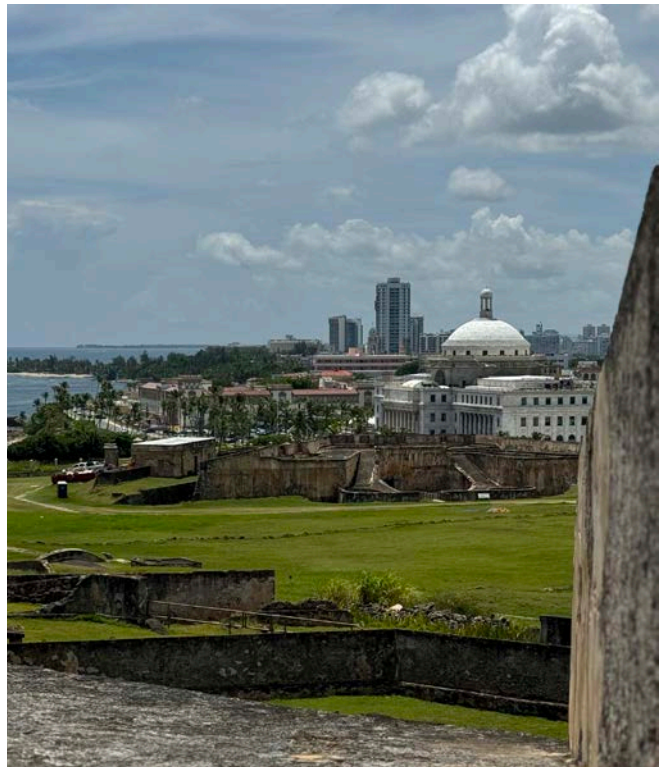
My mind was blown after meeting with Staff of the Senate Judiciary Committee to learn the role and functions of the Legislative Commissions. It is in the Commissions that initiatives presented by the Legislators are attended to, comments are requested from interest groups or agencies and the (committee) reports make up these findings and eventually go to a first vote in Committee. In Layman's terms, a committee report takes months of gathering opinions from potentially impacted parties (interest groups, agencies, departments, etc.) and compiled for reasons of consideration by the committee and eventually the Chambers. These opinions are typically in the form of a memorandum. Each committee must analyze the bill, contact all the impacted parties and gather the information to make the report. What Alabama calls a committee report is nothing compared to this. I hope the Legislators of Puerto Rico and impacted parties are thankful for the substantial leg work on part of the committee staff because Alabama Legislators do not have this luxury. Alabama must do the inquiries themselves or count on advocates, lobbyists or constituents to inform them of opinions. I am extremely impressed with the diligent work of the Puerto Rico legislature, prioritizing the impact of legislation so that all voices are ensured to be heard by those voting on said measures.

Moving on to the Senate Nominating Committee. The Governor of Puerto Rico is elected and then the Governor appoints the Secretary of State, Treasurer, agency heads, judges, prosecutors and other officials. Puerto Rico does not have a Lieutenant Governor. There are no other appointing authorities besides the Governor. However, in some cases, candidates are allowed to apply for the position. The Senate Nominating Committee investigates, interviews, gathers records, hold public hearings, orders psychological evaluations and many other things before compiling a report for recommendations on each candidate. The Commission will indicate their favor or opposition and reasons to support their recommendations in their report. This extensive process was fascinating. Another neat fact related to confirmations is that the Senate President may call just the Senate into session for matters such as confirmations.

One of my favorite things to learn about that week, thanks to staff of the Senate Finance Committee, was Puerto Rico's unique budget process. Their Legislature nor the Governor has authority over their budget. Puerto Rico faced an unsustainable burden of debt, declaring bankruptcy in 2016, which led to

the United States stepping in to assist in restructuring their debt and achieve fiscal responsibility. The Puerto Rico Oversight, Management and Stability Act (PROMESA) was signed into law by President Barak Obama on June 30, 2016. PROMESA established the Financial Oversight and Management Board for Puerto Rico to achieve this objective. The Board has 7 members appointed by the President of the United States. Six of those are chosen from a list provided by Congress, and one being the President's sole discretion. The Governor of Puerto Rico is an ex officio member without voting rights. The House of Representatives of Puerto Rico introduce the budget via joint resolution, typically drafted by the Board. The Legislature may amend the budget, which must have approval from the Board, and oftentimes include negotiations with the Board. Provided the budget complies with the agreed accounting standards and fiscal plan of the Board, the Legislature may pass the budget, and it becomes law. However, if the budget the Legislature passes is non-compliant or in violation of the fiscal plan of PROMESA, the Board will take over and certify their own budget and send to the State Department without passage of the Legislature. Now this is what Legislative staff's dreams are made of. To think of all the budgets in Alabama we worked tirelessly on that never became law due to the Legislators and Governor in discord, therefore forcing us into multiple special sessions to go through the process all over again. Jokes aside, Puerto Rico has a fascinating budget process, and I look forward to hearing of their progress through these fiscal plans.

Let's skip ahead to my last day, and finally, a session day! As I learned the previous day in the Senate Clerks' Office, there is much preparation the day before a legislative session. They know in advance what is occurring on their upcoming legislative day. Y'all, there was an agenda, or calendar as they call it. Cue the envy. As we waited to convene, I got the feeling "island time" applies here. To my surprise, we began with only 6 Senators in the Chamber. In Puerto Rico, they declare it a quorum if the Sergeant in Arms has accounted for the adequate number of Senators on the premises of the Capitol. There were 5 Senators, approved prior to session, that began their 5-minute point of personal privilege, as we call it in Alabama. Are you thinking what I am thinking? We had 25 minutes to sit and listen to angry grievances on various topics. Another surprise, I was wrong. If you are José, you interpret that as 25 minutes to sneak off for a quick lunch in the hidden café connected to the Chamber that services Senators and very few select staff of the Senate. This is not a sandwich type of lunch; I am talking a meat, veggies and dessert type of lunch. They have a chef and José preordered our lunch from his iPhone. Someone pinch me. I am typically a snacker but when in Puerto Rico, you eat all the things. I have no regrets, especially after tasting mashed taro roots and vanilla flan for the first time. Which I became so obsessed, came home and tried to make flan myself but that resulted in two epic fails. Taro roots have nothing on mashed potatoes, and that is coming from a Southerner. See, unnecessary commentary. After lunch we continued through the calendar, very quickly in Puerto Rican fashion, adding amendments, which are read aloud, and other orders of business continued. Next thing I know, we recess. The recess period was to prepare for the voting on 24 bills – all at one time. What was incredible to see was how this was done when session continued. There was a list of bills ready to be voted on, a timer was set for 15 minutes and Senators were to vote on their voting board that each



had at their desk. The board resembling a small desktop could be securely accessed by each Senator using their fingerprints, then voting yea or nay on their screens. However, if a Senator wanted to abstain from a vote on a specific bill, they were to call these requests out to the President, preferably before the timer was set, to be granted or objected by the body. I found this very interesting, as this forces Legislators to make a choice for their districts and deter them from playing Switzerland. The President gave a 15-minute extension, this ruling is solely at the discretion of the President. It was quite a sight to see such a massive amount of bills be passed so quickly and without a roll being called for each one. Senators gathered around monitors on the walls that displayed the votes and watched the results fluctuate and change as the votes rolled in, much like the elections on the news. The votes closed and José read the results of the 24 bills. What a neat and efficient voting process.

Let me pause here and talk about the fact that I sat through session not knowing a lick of Spanish. Ironically, it was the first session I ever sat through or heard and did not talk under my breath or roll my eyes in reaction to comments during debate. In all seriousness, I have been working for the Alabama Senate long enough to know majority of what is going on in a Chamber when I see it, regardless of sound on or not – and in this case, regardless of language. However, it was extremely helpful to sit by José so that I could ask questions, and he could tell me details of certain things. The language barrier was the first thing I asked José when he invited me to do my exchange in Puerto Rico. He assured me it would not be a problem and I could still have a very fulfilling trip. He and Erick exceeded my expectations that week. Although only Spanish is spoken in the Chamber, everyone I spoke with and met with that week spoke English to me. In the event someone did not think their English was fluent enough, there were 2 gracious employees serving as my translators. They joined a couple of my meetings, and I must say, it only made the experience more interesting and memorable. I will never forget the look on the Secretary's face as I sat in between him and José at the chamber desk, and he says something quick and sharp in Spanish then looks at me with wide eyes and covered his mouth. He apologizes and I said, "don't worry, I do not know Spanish." We both laughed. Nosy me would have loved to know all the conversations, phone calls and exchanges in Spanish I overheard that week, but it did not put a damper on my experience.

Back to the recess. I had more meetings on my agenda to attend during recess. I had a wonderful round table discussion with university students of the Jorge Alberto Ramos Comas Legislative Intern Program. I was able to hear of their experiences, ask questions and the students had many questions to ask me as well about the Alabama Legislature and related topics. Next, I toured the Legislative Library, saw the collections of resources and heard of all the many services they offer to support their Legislature and public. The last meeting of my recess turned out to be a wonderful surprise. Senate President José Luis Dalmau Santiago presented to me a Congratulatory Motion, it resembled what Alabama calls a Resolution, for my visit to Puerto Rico through the ASLCS Associate Exchange Program. What an honor it was to receive this, along with the many gifts and tokens they so graciously sent me home with to remember this incredible experience. It was the perfect end to my visit there.

In closing, I would like to thank José, Erick and the Senate of Puerto Rico for their hospitality and willingness to share their operations and processes of the Legislature. Words cannot express my gratitude for the thoughtful planning and organizing of my visit. The participation this required was amazing and so deeply appreciated. The knowledge we, as a Society, share with each other only makes us better by cultivating our workplaces and providing support, new perspectives and life-long friendships that we never imagined could be so beneficial. Thank you for investing in me both professionally and personally. What a joy it was to learn from our colleagues in Puerto Rico. And what a pleasure it was to eat my weight in yummy Puerto Rican food, experience their rich culture and make memories of a lifetime. For those of you who have not participated in this program, go apply today – and keep applying until you have the opportunity. You will not regret it.



2024 Legislative Staff Management Institute

ASLCS Participants' Report By John Hollman, Clerk of the Illinois House



There were seven ASLCS members participating in the Legislative Staff Management Institute training program from July 11 to 18, 2024. Attendees from ASLCS were: John Hollman, Ill.; Julie Hazel, Mich.; Melissas Mapes, Minn.; Lindley Starzer, Va.; Brittany Yunker-Carlson, Wash.; Jeryn Vesperat, Wis.; and Holly South, NCSL. For the first time, the program was held in Denver, Colo., at the National Conference of State Legislatures' headquarters. Additionally, four attendees were granted the Betty King Scholarship by the Executive Committee. The Betty King Scholarship is available to all ASLCS members to assist with tuition costs (up to half of it) to attend LSMI.



A month before the program, there was a Zoom orientation presentation to provide a preview of the program, expectations for participants, suggestions on what to inform colleagues at home, and a discussion from past participants on their experiences. The word "intense" was used often in the orientation. A few of the selected attendees for the 2024 program wondered if they made a mistake by applying. Fortunately, the program was not as intense as it had been explained with only light homework assignments. The expectation for attendees was to be 100% present, not just physically which was required, but also mentally.

The 2024 class had 43 attendees from 24 states, many of whom were relatively new to management roles—within the past two to five years—though the range was from brand new managers to some people who had been a manager for 20 years. Some attendees were not in supervisory roles, but sought to hone their leadership skills to further their legislative careers. Likewise, the attendees' age range was from 27 to the late 50s, with most of them being in their 30s or early 40s.

The days would begin with travel to the headquarters; breakfast at NCSL; a reflection time to recall key lessons, takeaways, and ideas that could be implemented from the day before; a morning topic; lunch break; an afternoon topic or off-site lesson; an end-of-day reflection time on takeaways, questions, and an idea to implement; and then travel back to the hotel for a free evening with light reflection homework to complete for the next day. The faculty presenters were a mix of people brought to the training from outside sources and the in-house professional development and training specialists from NCSL.

The formal trainings for the morning and afternoon sessions included active listening, developing leadership brands, examining our different legislatures, social styles assessments, emotional intelligence, inclusive leadership, working with difficult people, self-care in legislative environments, and assessing risk and

fear. The fear to confidence seminar coached attendees on positive internal dialogue, mantras as self-talk, and using a person's whole body—physical, mental, spiritual—to overcome fears. The purpose was to experience character development through integrity, initiative, and accountability. It also helped to identify fears within the workplace and manage risk perceptions.

A highlight of the emotional intelligence training came from a fellow attendee who shared the line, "I cannot hear what you are saying because what you are doing is so loud." It led the attendees to ponder, "Do our actions match our words?" The more we understand our own emotions, the more likely we are to understand others around us. This is especially important as a leader and being effective in communicating with our peers.

The inclusive leadership training reminded the group that diversity, equity, and inclusion are becoming increasingly important topics in the workplace. The seminar focused on reframing and redefining the context of leadership to successfully align with modern environments. It provided tools to lead diverse populations, which is critical for organizational success. It also reminded the group that it is not just enough to have a diverse workforce; one also needs to provide space and opportunities for diverse thoughts to rise within an organization.

The presentations included many group discussions, either in small groups at their tables, divided in attendees' assigned teams, or as a whole with the entire room. The class built enough trust with each other to engage in thoughtful and nonjudgmental conversations on the topics at hand. The discussions were from the group, guided by the facilitators, but not forced by the facilitators.

There were also a number of team-building exercises. From the very beginning of the program, participants were divided into four teams for certain activities, including a scavenger hunt of the NCSL headquarters on the first day, primarily to show the attendees the necessary spaces that they would be using for the week, but also to develop comradery. There were some games that were part of the lesson plan for the day, but there were also games that were played just to provide a change of atmosphere for 10 to 15 minutes.

There were three offsite excursions that helped break up the trainings. The attendees spent one afternoon at the Clyfford Still Museum, which is devoted to a mid-century abstract expressionist artist where the theme was seeing different perspectives. Looking at the artwork, the attendees saw different things in his art and had different interpretations of the artist's message, which taught the attendees about the importance of their own views while deeply connecting with differing perspectives. As humans, we often seek the right answer and want to be rewarded for it, but in an environment where there are no wrong answers, one is forced out of his or her own comfort zone to reflect, engage with others, and to be open and honest leading to empathy. The attendees were also able to make some art—all lovely, of course.

Another afternoon included a tour of the Colorado Statehouse, where the ASLCS contingent had a breakout session on the Colorado Senate Floor to discuss our roles and procedures in our states.

The final offsite excursion was a ropes course. The ropes course emphasized the importance of team contributions, whether it was inspiration getting started or coaching and encouraging each other to complete each obstacle. Each



person played a role within their team and supported each other regardless of how many levels a person individually completed. (The ropes course is the item on the agenda which typically causes people to hesitate in applying to the program; in an update after the training program, it appears that this will not be on future agendas due to logistics issues.)

There were plenty of opportunities to meet the fellow attendees throughout the eight-day program. The 20-minute transportation between the hotel and headquarters, the shared breakfasts and lunches at the outside patio of the headquarters, the various team groups and other breakout groups, two scheduled group dinners, and the other evenings on our own to create our own group dinners or excursions. And there were always opportunities to socialize before and after the day's events.

From everything witnessed, based on the range of ages and experiences, there was something in this program for any type of person: extroverts, introverts, and extroverted introverts were all able to actively participate based on each person's own comfort level and skill set. Age was not a factor as we all have different perspectives to share with each other. Length of a management role did not matter either since that also brought unique perspectives to share with the group. The program went out of its way to support the attendees and only asked that attendees be present, engaged, and willing to learn. Those who were willing to do so did learn, and not just from the scheduled programming. Participants were able to learn from legislative staff from many different states and a variety of roles to pick up helpful tips to use in their home states.

All in all, it was a great leadership program that has also led to many new friendships.



OREGON CAPITOL RENOVATIONS UPDATE

The following is an update and summary of the three phases of the major renovations commenced in 2016, to the Oregon Capitol Building. The three-phase project is anticipated to be completed in 2025.

Phases I & II

- New ADA accessible sidewalks and entrances into wings, south entrance and NW/NE entries
- New NW and NE stair towers to support egress
- East and west mechanical vaults built to house mechanical, electrical and plumbing
- Upgrades to garage exhaust system, HVAC system, and 1938 building control system
- New generator and underground fuel tank to supply backup power to building
- Door security upgrades and custom hardware improvements
- New roof and caulking on dome exterior plus restoration of artwork in the Rotunda dome
- Fiber Reinforced Polymer (FRP) at House and Senate Levels G-3 walls/columns/stairs
- Technology infrastructure upgrades to wing distribution system
- Removal, cleaning and seismic reinforcements added to exterior marble
- New seismic joint between the hearing room connector and the wings -New garage shear walls
- New MEP penthouses/AHUs on terrace - New roof system, waterproofing and pavers on terrace
- Structural upgrade to connector columns and walls
- Office space renovations and realignments

Phase III Scope

1938 Building

- Seismic upgrades and base isolation
- Upgrade fire protection systems
- New hearing rooms on Concourse Level
- New ventilation systems
- Renovation and realignment of legislative support and dining spaces
- New gender-neutral ADA compliant bathrooms
- Replacement of failing piping and restroom fixtures in select restrooms
- Northside public plaza expansion

Floors 1-4 of the 1938 building are being built back after demoing much of the interior to install new mechanical, electrical and plumbing throughout. New sheetrock is being installed. Historic features previously removed are being restored and reinstalled.

Senate and House Chambers Work

- Provide ADA access to all levels of Rostrum including ramps and wheelchair lift
- New cork flooring at rostrum
- Upgraded audio at member desks
- Advance smoke detection system
- Refurbished historic lighting with upgraded drivers for LED lights
- Removal of steam radiators and install of efficient heating coils at each window
- Repair or refinish wood at rostrum

Governor's Office

- Upgraded security access and video systems
- Removal of old steam radiators and install of new fan coil units with heating and cooling at each window
- Repair and repaint of historic plaster ceilings
- Upgraded smoke detection system for early warning
- Updated elevator with new motor and controls. Refurbished cab finishes
- Refurbished lighting with upgraded drivers and LED lighting

Gold man

- Re-anchored pioneer to the drum
- Added lightening protection
- Added new shotcrete in base
- Seismically braced the drum



CAMS III Fun Facts

| | | |
|---|-----------|-------------|
| Volume of Shotcrete | 1,400 | Cubic Yards |
| Gallons of Paint | 3,000 | Gallons |
| Number of Bolts for Installed Steel | 10,459 | Each |
| Number of Installed Steel Assemblies | 17,420 | Each |
| Volume of Poured Concrete | 21,100 | Cubic Yards |
| Volume of Excavated Materials from G Level | 36,00 | Cubic Yards |
| Length of Pipe Installed | 92,857 | Lineal Feet |
| Weight of Sheetmetal Installed | 97,136 | Pounds |
| Weight of Installed Steel | 842,000 | Pounds |
| Area of New Sheetrock | 105,00 | Square Feet |
| Weight of New Stone Installed | 140,000 | Pounds |
| Length of Conduit Installed | 273,857 | Lineal Feet |
| Length of Wire Installed | 737,829 | Lineal Feet |
| Weight of Steel in Temporary Shoring Towers | 4,966,000 | Pounds |
| Weight of Installed Rebar | 5,406,000 | Pounds |

Seismic Technology

Fiber Reinforced Polymer

Base Isolation



Photo: Ron Cooper



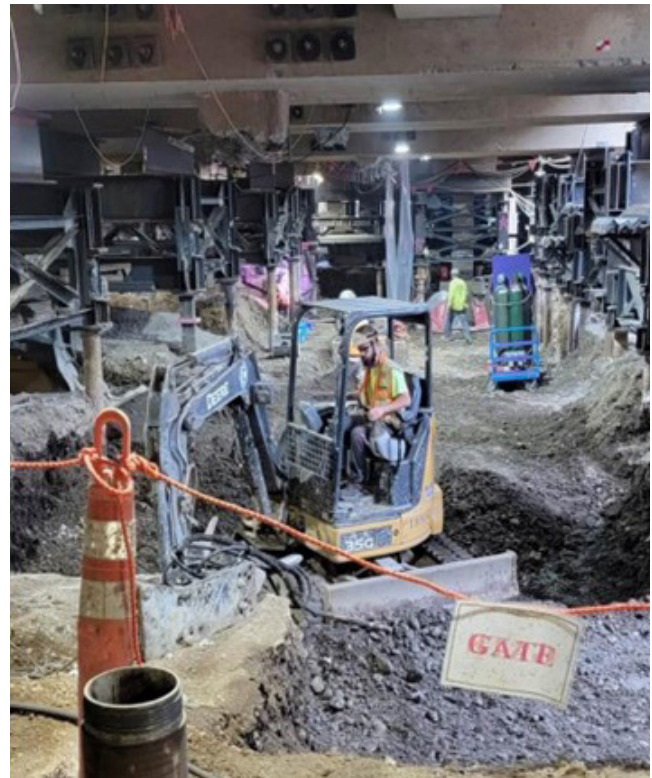
Photo: Ron Cooper



Photo: Ron Cooper



More than 2,500 people have worked to complete this project



36,000 cubic yards of materials were excavated from the ground (G) level



5,406,000 lbs. of rebar has been installed.

A Recap of the CATS Seminar in Manitoba, Canada

By James K. Goulding, Oregon Senate

The Clerks-at-the-Table Association of Canada (CATS) held their annual Professional Development Seminar from July 29 through August 1, 2024. This year's seminar was hosted by Clerk Rick Yarish and his staff at the historic legislative building in Winnipeg, Manitoba. Canadian professional staff from federal, provincial, and territorial legislatures gathered to listen, learn, and exchange ideas with their colleagues. ASLCS members from Alabama, Louisiana, Oregon, and Tennessee were welcomed to participate, alongside other international legislative staff from the U.K. Parliament, Wales, Northern Ireland, and Australia.

The sessions at the seminar provided valuable insight into issues facing legislative staff across Canada and beyond. For all the differences in specific legislative processes, there were many themes and presentations that were of universal value. Topics included remaining professional in an increasingly partisan and acrimonious work environment, policies and expectations for usage of social media by staff, best practices in the transition from paper to electronic documents, and the potentials and pitfalls of Artificial Intelligence.

For ASLCS members in attendance, it was very valuable to see alternative approaches to legislative process and procedures. The ongoing collaboration between CATS and ASLCS members continues to provide enrichment, inspiration, and insight for professional legislative staff across international borders.

The next CATS Seminar will be in Victoria, BC from July 28 to August 1, 2025







New Hampshire 2024 ASLCS PDS



The American Society of Legislative Clerks and Secretaries (ASLCS) is hosting its annual professional development seminar for principal clerks and secretaries and their staffs from Sept. 29 to Oct. 3 in Manchester, N.H.

The meeting brings together U.S. and international participants to learn important skills and procedures, build relationships and take away new tools and ideas to enhance the effectiveness of state legislatures.

The theme is Maintaining Legislative Decorum and Mental Health in a Disruptive Environment.

Former track and field star Charles Clark will deliver this year's keynote on motivation, resilience and a healthy mindset. Also on the agenda are sessions on parliamentary procedure, chamber security and decorum, and artificial intelligence; breakout sessions for principals and associates; the Legislative Expo; and meetings of the standing committees and special committees. In addition, our hosts are planning an array of social events to allow attendees to network with their counterparts from other states while experiencing the best of autumn in New England.

Thank you to 2024 seminar sponsors International Roll-Call and Propylon.

FROM THE ARCHIVES OF "ASK MR. MASON", THE 2030 MASON'S MANUAL COMMISSION PRESENTS: A REVIEW ON DEBATE FROM SECTION 111 BY THE 2020 COMMISSION.

2014 *From the Administrator Spring 2014 issue*

Dear Mr. Mason,

The House received a controversial bill from the Senate. During debate on the bill, an opponent of the bill informed the House that the bill passed the Senate by a narrow margin. Should this information be imparted during debate?

Sincerely,

Who Cares What the Senate Does

Dear Who Cares,

Mason's Manual of Legislative Procedure section 111(2) addresses this issue. "It is irregular and unparliamentary for a member in one house of a legislature to quote or refer to the vote by which a proposal passed the other house". We suggest you review Mason's Manual section 111.

s/ Mr. Mason

2015 *From the NCSL Annual Summit in Seattle, WA*

Dear Mr. Mason,

During debate, is it permissible to refer to the office of the Executive to influence an upcoming vote?

Sincerely,

Desperate Debater

Dear Desperate,

Mason's 111(1) states that "It is unparliamentary and inconsistent with the independence of the legislative body to refer to the name or office of the executive in order to influence a vote." Section 111(1) states further that it is in order to refer to opinions of the Executive with approval or criticism when these are relevant to the proposal and otherwise conform to the rules.

s/ Mr. Mason

ncsl.org | [@NCSLorg](https://twitter.com/NCSLorg)

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WASHINGTON LEGISLATIVE SUPPORT SERVICES AND HENRY CHAVIS PROVIDE EXPERT SERVICES TO THE ASLCS LEGISLATIVE ADMINISTRATOR COMMITTEE

The Washington Legislative Support Services (LSS) graciously assists ASLCS with the preparation and publication of the Legislative Administrator. Following each meeting of the society, Henry Chavis, Graphic Designer for LSS offers his expert assistance to the Legislative Administrator Committee. Although he receives multitudes of articles, minutes, photos, questions, and suggestions, he still manages to patiently, skillfully, and creatively maneuver through the materials and requests to prepare a high-quality and informative publication.

"I cannot adequately thank and commend Henry Chavis enough for his incredible work and support of the work of the Legislative Administrator Committee," said John Treadwell (AL), chair of the committee. "He provides top-notch advice and graphic design services, and is always pleasant and willing to assist in any way. Although he will likely be caught off guard when he receives this article, we want him to know how much he has contributed to this publication."

Henry Chavis was born in Raleigh, NC, and moved to Philadelphia, PA, where he spent most of his youth. After returning to North Carolina and graduating high school, he joined the Navy, where he trained as an Air Traffic Controller.

In 2003, Henry discovered his passion for graphic design while working at the prestigious advertising agency McKinney & Silver. After three years, he took his creative inspiration and moved across the country to Olympia, WA, in 2005 to pursue graphic design studies at The Evergreen State College. Following his education in the Media Arts program, Henry built an impressive portfolio by collaborating with local businesses, independent artists, government agencies, and print shops.

In 2019, Henry began his role as a graphic designer for the Washington State Legislature's Legislative Support Services (LSS) agency, providing assistance to the House, Senate, and various legislative sub-agencies. His work involves designing newsletters, posters, booklets, and brochures, among other projects. Henry has been in this role for five years and continues to thrive in a team setting, combining his creativity, strong work ethic, and positive attitude to consistently deliver high-quality designs and exceptional customer service.

Thank you, Sarah Bannister, for assisting with coordination of these services and thank you, Henry and the Washington Legislative Support Services, for sharing your incredible talents for the benefit of ASLCS. We appreciate all you do!



Photo Gallery







NO GUNS, KNIVES OR WEAPONS ALLOWED ON PREMISES

NOTICE
THIS AREA IS UNDER 24 HOUR VIDEO SURVEILLANCE











A jockey in a yellow and black striped uniform is riding a dark horse during a race. The jockey is wearing a yellow helmet and goggles, and is leaning forward. The horse is galloping on a dirt track. The background shows a blurred crowd of spectators and a building. The entire image is overlaid with a yellow tint.

ASLCS

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