

MINUTES

ADMINISTRATION COMMITTEE OF THE LEGISLATIVE COUNCIL

December 1, 1993

The meeting was called to order by Chairperson Senator William Palmer at 11:10 a.m. in Room 22 of the State Capitol Building. In addition to Chairperson Palmer, the following members were present:

Senator Florence Buhr
Senator Maggie Tinsman
Representative Pam Jochum
Representative Brent Siegrist

PRELIMINARY BUSINESS

A motion was made by Senator Tinsman to approve the minutes of the September 22, 1993 meeting. The motion was seconded and unanimously approved by the Committee.

SPACE ALLOCATIONS

Chairperson Palmer proposed for discussion the following recommendations regarding use of legislative space:

1. Assign the space currently occupied by the Executive Council for legislative use.
2. Assign the space currently designated as the First Aid Room for use of the Executive Council.
3. Assign space in the basement level of the Lucas State Office Building for legislative use.

Chairperson Palmer explained that the House and Senate would like to use a portion of the space in the Lucas Building as a permanent room for computer training and that the remainder of the space which consisted of approximately 800 square feet could be used as a legislative committee room. Representative Jochum questioned whether there was any other access to first aid available on the Capitol Complex. Chairperson Palmer stated that it is hard to rationalize having a nurse during the legislative session when all of the state employees during the other times of the year do not have access to health care personnel. Senator Buhr commented that in the past session nurse service has been available for only one or two hours

of the day and if first aid is needed at any other time, it is not available. Chairperson Palmer commented that the recommendations had the support of the House and Senate leadership.

Senator Tinsman asked about the cost of renovations if the space allocations were made. Representatives from the Department of General Services stated that costs would be approximately \$12,500 with specific allocations of \$1,500 for a new door and weather stripping on the small legislative dining room, \$1,000 for the costs of moving the Executive Council's Secretary to the First Aid Room, \$4,000 for wainscoting in the present Executive Council area, and approximately \$6,000 for removing the wall in the present Executive Council space.

The Committee discussed the necessity of removing the wall and applying the wainscoting. Representatives of the Department of General Services commented that if the wall is not removed, approximately 25 people could convene in the room and with the wall removed approximately 40 people could convene in that room. In response to other inquiries, representatives of the Department of General Services stated that new carpet would be necessary only if the wall is removed and that federal standards would require that an extensive exhaust system, costing approximately \$20,000, be installed in the small legislative dining room if it is used as a smoking room. Senator Buhr commented on the fact that there has always been a lack of ability to control the climate in the legislative dining room. Chairperson Palmer proposed that the Legislative Council could decide what to do regarding the ventilation system.

Chairperson Palmer made a motion that the ground floor room in which the Executive Council's Secretary is located be taken for legislative use and the Executive Council's Secretary be offered the First Aid Room, that the former Executive Council's Office be turned into a committee room and that a temporary wall be removed, that the door and the weather stripping be completed on the small legislative dining room, that the small dining room be assigned as the smoking area, and that Lucas Building space be utilized for computer training and for an additional committee room. The motion was seconded and unanimously approved.

Senator Tinsman asked whether the Legislature would be responsible for remodeling the new Executive Council office. Chairperson Palmer said that that would be up to the Treasurer of State. Senator Buhr expressed concern over the use of the Legislative Dining Room by persons other than Legislators and that perhaps a sign should be posted stating that the room is only available to legislators and their guests. Representative Siegrist stated that the Chief Clerk of the House had noted her concern. Senator Tinsman asked whether the tables and chairs in the Legislative Dining Room could be updated. Chairperson Palmer stated that the Committee should ask that the Commission for the Blind provide tables and chairs from their budget.

ADDITIONAL BUSINESS

Mr. Mark Johnson, Legislative Service Bureau, updated the Committee on the CD-ROM project and stated that the LSB plans to have demonstration CDs available at the upcoming Iowa State Bar Association tax school. He noted that production of the CD-ROM should begin in the near future and it was expected that the first shipment would be received within two weeks. Mr. Johnson stated that the Bureau had received two additional requests for electronic versions of the Code of Iowa and that the Legislative Service Bureau would like to have a recommendation from the Administration Committee to give to the Legislative Council to proceed with those negotiations. Senator Tinsman moved that the recommendation be made. It was approved unanimously by the Committee. Mr. Johnson explained the status on the sale of the Code to Mead Data and to the Michie Co. He indicated that letters had been sent to each and that discussions were continuing.

A short discussion followed regarding the lactation room and the fact that it will remain where it is. Chairperson Palmer adjourned the Committee meeting at 11:45 a.m.

Respectfully submitted,

JULIE A. SMITH
Legal Counsel
2925LC