

M I N U T E S

ADMINISTRATION COMMITTEE
OF THE
LEGISLATIVE COUNCIL.

December 6, 1978

A meeting of the Administration Committee of the Legislative Council was called to order by the Chairperson, Speaker Dale Cochran, at 1:45 p.m. on Wednesday, December 6, 1978 in the Speaker's Room of the State House, Des Moines, Iowa. Members present in addition to the chairperson were:

Senator George Kinley
Senator Eugene Hill
Representative James Middleswart
Representative Andrew Varley

Also present were:

David Wray, Chief Clerk of the House of Representatives
Stanley McCausland, Director of General Services
Thane Johnson, Legislative Service Bureau
Diane Bolender, Legislative Service Bureau

Chairperson Cochran stated that one of the purposes of the meeting was to make final plans for the Orientation Conference for new legislators, which will be held on January 3 and 4. He indicated that he had visited with Speaker-Elect Millen and had solicited his views regarding the Conference. The Committee discussed with Mr. Johnson possible locations for the Orientation Conference. In response to a question by Senator Hill; Mr. Johnson explained that it is not anticipated that the Orientation Conference be held at the Capitol for both days because more continuity could take place during the first day if the location were at a hotel. In addition, it would be possible to schedule both luncheon and dinner speakers if dining rooms were of sufficient size.

The Committee discussed various menus which had been provided by hotels in Des Moines and agreed to hold the Conference at the downtown Ramada Inn.

Senator Kinley asked about the number of persons who might be expected to attend the dinner on the evening of the first day. Mr. Johnson stated that he anticipates approximately 100 persons to attend, which number would include new legislators, legislators participating in the program, other legislators, and state agency heads.

Discussion followed concerning the menu for the dinner banquet to be held on the evening of the first day of the Conference. Senator Hill moved that the main course consist of

swiss steak. Representative Middleswart seconded the motion, and it carried. Senator Hill moved that the main course for the luncheon on the first day of the Conference consist of baked ham. Representative Middleswart seconded the motion, and it carried.

The Committee finalized the agenda for the two days of the Orientation Conference.

Mr. Johnson stated that at its last meeting the Committee had asked for further investigation concerning the printing of a legislative handbook. He explained that the handbook would contain a map of the capitol complex, a floor by floor map of the Capitol, pictures of the staff of the various service agencies to the General Assembly, a listing of the legislative contacts for the various state agencies, and a brief condensation of the present gift law. He indicated that although the Bureau of Criminal Investigation had agreed to take pictures of the staff at no cost, it appears that it will not be possible for both the pictures and printing to be completed prior to the date of the Orientation Conference. The Committee asked Mr. Johnson to investigate further for ways in which pictures of the staff could be placed in the handbook prior to the date of the Orientation Conference. The Committee indicated that if pictures were not possible, Mr. Johnson should proceed with printing the handbook without pictures.

Mr. Johnson announced that the luncheon speaker will be Fred Butler from the Eagleton Institute of Politics at Rutgers University and the dinner speaker will be Alan Rosenthal, also of the Eagleton Institute.

Chairperson Cochran called for discussion concerning fire escapes for the General Assembly area of the Capitol. Mr. Wray noted that there are areas of danger in the Capitol Building and distributed copies of a proposed resolution, a copy of which is attached and by this reference made a part of these minutes. Representative Varley moved that the resolution be forwarded to the Legislative Council for its consideration. Representative Middleswart seconded the motion, and it carried. Mr. McCausland commented that he will investigate further concerning the planning and installation of adequate fire evacuation facilities in the Capitol Building. He noted that the use of canvas chutes appears the best method.

The Committee asked Mr. McCausland for comments concerning parking facilities during the legislative session. Mr. McCausland expressed the belief that the availability of parking spaces around the Capitol Building during the early part of the legislative session will be better than last session because several state agencies have moved from the Lucas Building to the Hoover Building. He noted that the legislative parking lot appeared to work fairly well during the last legislative session, but the other parking lot for employees of the Capitol Building and

other legislative employees was not large enough and overflow was directed to the gravel lot across the street. Mr. McCausland noted that public parking is available south of the Capitol Building for both the public and press.

Mr. McCausland stated that he had requested \$380,000 for preparation of a new parking lot located where the Executive Hills Buildings are currently. He added that he was only appropriated \$25,000, and let bids for grading and graveling the lot behind where Executive Hills is now located. He noted that the low bid was \$40,000 and he must wait until near the end of the next fiscal year to determine whether his budget contains the required additional \$15,000. He also commented that he has asked for additional funds to remodel and modernize the Lucas Building at a cost of from \$15.00 to \$18.00 per square foot. He indicated that he will not move people into the vacated areas of the Lucas Building until he is aware of whether he has any expectation of receiving funds for the remodeling.

Senator Kinley asked about the \$700,000 cost overrun in the addition to the Vocational Rehabilitation Building. Mr. McCausland stated that he had sent a letter explaining his authority to overspend to Representative Fitzgerald and will make a copy of that letter available to members of the Legislative Council.

Chairperson Cochran asked about whether press facilities will be improved. Mr. McCausland responded that the Secretary of State's space will be vacated when his office moves to the Hoover Building and the press will be given a room across the hall from the Governor's Office on the ground floor of the Capitol. He noted that his own staff has moved to the Hoover Building and the vacated space is being utilized by employees of the State Comptroller's Office. Mr. McCausland added that when the Buildings and Grounds Department moves to the Hoover Building, the two employees of the Executive Council will move into a portion of that space, and he hopes to enlarge the First Aid Room by using the other portion vacated by the Buildings and Grounds Department.

Mr. McCausland stated that he had visited with Attorney General-Elect Miller and anticipates that Mr. Miller will move into the Hoover Building. He noted that areas which had been occupied by the Attorney General will be available for legislative use. He explained that the offices located on the south side of the corridor adjacent to Mr. Baringer's office will be available, but will require some remodeling to remove temporary walls. He also added that the area on the north side of the corridor, which contained Mr. Turner's office, will be available for the General Assembly soon after the first of January.

Mr. McCausland indicated he would like to meet with the Legislative Council to present a plan for underground parking.

The Committee adjourned at 3:40 p.m.

Respectfully submitted,

DIANE BOLENDER
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