

COMMITTEE MINUTES for ADMINISTRATION AND RULES

Date: January 10, 2011

Place: Rm 102, Supreme Court Consult Rm

Convened: 1/10/2011
3:50 PM

Recessed:

Reconvened:

Adjourned: 1/10/2011
4:00 PM

Present: Representatives Schulte-CH, Deyoe-VC, Isenhardt-RM, Abdul-Samad, Helland, Kaufmann, Lukan, Mascher, McCarthy, Paulsen, Smith, M., Steckman, Upmeyer, Wenthe, Windschitl

Absent: None

Excused: None

The Administration and Rules Committee convened at 3:48 pm on January 10, 2011 in Supreme Court Consult room 102.

Charlie Smithson gave a presentation on House personnel recommendations. He presented three letters including new house personnel. Representative Isenhardt moved to approve the letters as described by Smithson and the motion was passed by unanimous consent.

Smithson then presented the severance package for employees not brought back over the interim. Representative Abdul-Samad moved its approval and the motion was passed by unanimous consent.

Lastly the employee handbook was presented with three proposed changes: a change of the Chief of Clerk to Charlie Smithson and the date of approval, a change on page 8 to strike the line "the timesheet must reflect the daily half hour lunch period" taken or not?, and to add "on the request" on page 27. Speaker Paulsen moved to approve the handbook including the aforementioned changes and the motion was passed by unanimous consent.

The meeting was adjourned by Representative Schulte at 3:56 pm.

Representative Renee Schulte

Jessica Bruning, Committee Secretary