



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF GENERAL SERVICES
GERALD R. ANDERSON, DIRECTOR

January 17, 1992

Diane Bolander
Legislative Service Bureau
LOCAL

Dear Diane,

We are now ready to establish a selling price for the 1993 Code of Iowa. I now have a compilation of production costs, some of which are estimated because we are not as yet finished with all operations, but they should be fairly accurate. Please keep in mind the volumes of the code have increased from four to five.

Typesetting and data entry costs	- \$ 22,755.50
Printing	- \$441,083.50
Distribution	- \$250,000.00
Iowa Code Division and Text Processors	- \$131,679.00

Currently we are distributing approximately 3625 codas cost free. I propose we offset this cost, as we have in the past, and set the price at \$225.00, plus \$11.25 sales tax. This price would reflect the increase in pages, and increases in postage costs.

Please advise if the council agrees, we would like to begin the subscription process.

Respectfully,

Kristi Little
Superintendent of Printing

**REPORT OF THE FISCAL COMMITTEE TO THE
LEGISLATIVE COUNCIL**

December 16, 1992

The Fiscal Committee met on Wednesday, December 16, 1992.

The Committee recommends the following to the Legislative Council:

- That the Attorney General's Office, the Judicial Department and the Iowa County Attorney's Association jointly propose specific legislation for the collection of Uncollected Fines and Court Costs to the Iowa Legislature by February 1, 1993 or the Legislature will draft its own legislation.
- That the Legislative Fiscal Bureau conduct an evaluation on the effectiveness, in terms of savings, service, and accessibility, on the 1991 expansion of the Public Defenders office and provide the information to the appropriate appropriations subcommittee during the 1993 Legislative Session.

The Committee received information regarding the following issues:

- Iowa Communications Network
- Uncollected Fines and Court Costs
- Business Hours of Clerk of Court Offices
- Child Support Recoveries Followup-Interest and Late Fee Estimate
- Regents Affiliated Organizations Followup-Facsimile Patent
- Indigent Defense
- Unemployment Compensation Fund
- Collective Bargaining
- FY 1994 Built-in Increases
- FY 1994 Departmental Budget Request Summary
- Revenue Estimating Conference

Respectfully submitted,

Senator Leonard Boswell
Co-chairperson

Representative Tom Jochum
Co-chairperson

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PHYLLIS V. BARRY
ADMINISTRATIVE CODE EDITOR

JULIE E. LIVERS
LEGISLATIVE INFORMATION OFFICE DIRECTOR

December 17, 1992

MEMORANDUM

TO: CHAIRPERSON ARNOULD AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: Diane Bolender

RE: Expenses for New Legislator Orientation *DB*

Legislative leaders have indicated that there is general agreement to paying the common New Legislator Orientation expenses for breaks and the orientation dinner jointly through the House and Senate, subject to approval of the Legislative Council. The individual expenses of legislators would be paid by the Chamber of origin. More than 40 of the new legislators plan to attend the orientation on December 16 and 17. In addition, nearly 20 legislative spouses plan to attend the spouse session. The orientation schedule includes panels of experienced legislators and staff covering topics ranging from constituent relations to ethics and gift law requirements.

I am writing to request Legislative Council approval to pay the common orientation expenses jointly through the House and Senate.

**REPORT OF THE ADMINISTRATION COMMITTEE
OF THE LEGISLATIVE COUNCIL**

The Administration Committee met on December 17, 1992, and makes the following report:

1. The Administration Committee received a report from the Legislative Service Bureau concerning other Code database contract with Mead Data. The committee was informed that the contract payment for the 1993 Code Supplement database will be made by Mead Data during the current calendar year.
2. The Administration Committee recommends that the Legislative Council approve a contract price of \$3,500 for the sale of a computer printout of the 1993 Iowa Code to West Publishing Co.
3. The Administration Committee recommends that the Legislative Council enter into an agreement to provide the electronic Code database to the Information Services Division of the Department of General Services for use during the year beginning January 1, 1993, pursuant to the agreement provided to, amended, and approved by the Committee.
4. The Administration Committee recommends that the Legislative Council request that the House and Senate direct the appropriate committees to review the free distribution of the Iowa Code and examine the expense and necessity of producing bound House and Senate Journals.

Respectfully Submitted,

Mike Peterson
Chairperson

**REPORT OF THE SERVICE COMMITTEE
TO THE LEGISLATIVE COUNCIL**

December 17, 1992

The Service Committee of the Legislative Council met on December 17, 1992. The meeting was called to order by Senator Michael Gronstal, Chairperson, at 2:30 p.m. in Room 22 of the State House, Des Moines, Iowa.

The Service Committee respectfully submits to the Legislative Council the following report and recommendations:

1. The Service Committee recommends that the Legislative Council approve the attached proposed amendments to the Personnel Guidelines for Central Legislative Staff Agencies, which were originally adopted in November 1989, relating to gifts, sales of goods or services, sexual harassment (as amended by the Service Committee), and conflicts of interest.

2. The Service Committee received and filed a personnel report from the Legislative Fiscal Bureau, and recommends that the Legislative Council approve the following promotions:

A. The following employees from Legislative Analyst to Legislative Analyst 1: Larry C. Sigel and Leroy A. McGarity.

B. The following employees from Division Administrator 1 to Division Administrator 2: Holly M. Lyons and Glen P. Dickinson.

3. The Service Committee received and filed a personnel report from the Legislative Service Bureau, and recommends that the Legislative Council approve the following promotions effective December 18, 1992, unless otherwise noted:

A. The following employees from Legal Counsel 1 to Legal Counsel 2: Douglas Adkisson, Patricia Funaro, Mark Johnson, and Leslie Hickey.

B. The following employee from Assistant Finance Officer to Finance Officer 1, effective December 4, 1992: K'Ann Brandt.

C. The following employee from Senior Document Processor to Document Processor Supervisor: Bridget McNerney.

D. The following employees from Proofreader 1 to Proofreader 2: Donna Munzenmaier and Cathie Young.

E. The following employee from Assistant Indexer to Administrative Secretary: Mary Ann Scott.

4. The Service Committee received and filed a personnel report from the Office of Citizens' Aide/Ombudsman, and recommends that the Legislative Council approve the following promotions effective January 1, 1993:

A. The following employee from Deputy CA/O to Senior Deputy CA/O: Ruth L. Mosher.

B. The following employee from Legal Counsel 1 to Legal Counsel 2: Ruth H. Cooperrider.

C. The following employee from Assistant Citizens' Aide/Ombudsman 2 to Assistant Citizens' Aide/Ombudsman 3: Michael Ferjak.

5. The Service Committee received and filed a personnel report from the Legislative Computer Support Bureau, and recommends that the Legislative Council approve the following effective January 1, 1993:

A. The employment of Virginia Rowen as a Computer Systems Analyst Trainee, at Grade 24, Step 6.

B. An increase of \$18,919.00 in the total amount of the Fiscal Year 1993 Budget for the Computer Support Bureau, and a corresponding increase in the amount of the budget allocation for personal services in that budget, to cover the cost through July 1993 of the salary for the Computer Systems Analyst Trainee.

C. The promotion of the following employees:

(1) From Computer Systems Analyst 1 to Computer Systems Engineer 1: Bryan Boyd.

(2) From Computer System Analyst 1 to Computer Systems Analyst 2: Roel Campos.

(3) From Administrative Secretary to Executive Secretary: Sherry Frederick.

6. The Service Committee recommends that the Legislative Council approve granting the Office of Citizens' Aide/Ombudsman the authority to proceed with the creation of an Ombudsman for Small Business pursuant to the federal Clean Air Act within the Office of Citizens Aide/Ombudsman.

7. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Service Bureau for the fiscal year beginning July 1, 1992.

8. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Fiscal Bureau for the fiscal year beginning July 2, 1992.

9. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Legislative Computer Support Bureau for the fiscal year beginning July 1, 1992.

10. The Service Committee recommends that the Legislative Council approve the proposed budget and budget allocation of the Office of Citizens' Aide/Ombudsman for the fiscal year beginning July 1, 1992.

The following new employee was introduced to the Committee: Carolyn Lumbard, Legal Counsel, Legislative Service Bureau.

Respectfully submitted,

SENATOR MICHAEL GRONSTAL
Chairperson

**REPORT OF THE STUDIES COMMITTEE
TO THE LEGISLATIVE COUNCIL**

December 17, 1992

The Studies Committee of the Legislative Council met on December 17, 1992, and makes the following recommendations:

1. That approval be given to the request of the Government Efficiency Study Committee for a deadline extension for the Committee to complete its deliberations during the first week of the 1993 Legislative Session.
2. That approval be given to the request of the Telephone Utilities Study Committee for reimbursement of travel expenses in the amount of \$575.00 incurred by a presenter who appeared before the Committee.
3. That approval be given to the requests of the K-12 Education Reform Study Committee for payment of printing and mailing costs related to the Committee's final report and for a deadline extension until the convening of the 1993 Legislative Session to complete its process for approving the final report.
4. The Studies Committee received a report from the Joint State Ethics Committee informing the Legislative Council that the Committee's report will be completed prior to the convening of the 1993 Legislative Session rather than January 1, 1993.

Respectfully submitted,

**SENATOR WALLY HORN
CHAIRPERSON**

REPORT

COUNCIL OF STATE GOVERNMENTS ANNUAL MEETING

DECEMBER 3-6, 1992

- ◆ \$128,600 has been raised for the Host State costs. A copy of the contributors and their contribution level is attached.
- ◆ Sponsors were obtained to pay the costs of the social events. A copy of the sponsors and the social events they are sponsoring is attached.
- ◆ The Social Events that Iowa is sponsoring include an informal evening of hospitality on Wednesday evening, the Opening Night Reception at the Marriott on Thursday evening, a reception at the State Capitol on Friday Evening, and an Evening at the Iowa State Fair on Friday evening. Sawyer Brown will provide entertainment at the Iowa State Fair.
- ◆ The headquarters hotel is the Marriott, but delegates will be staying at the Hotel Savery and the Kirkwood Hotel as well.
- ◆ A Staff Planning Committee has been formed and each of the 10 members has been assigned duties relating to a specific portion of the Annual Meeting.
- ◆ A minimum of 50 volunteers will be needed. Legislative staff members have filled out volunteer forms indicating the activities for which they would be willing to volunteer. The Staff Planning Committee members will be contacting legislative staff members and assigning duties to them. Sweatshirts have been ordered for volunteers to wear so they are easily identifiable.
- ◆ The schedule for the Annual Meeting has been determined and a copy of it is attached.
- ◆ Gifts for the meeting have been ordered. The registrants will receive an Iowa Tin with a pewter goldfinch and wild rose affixed to the cover that is filled with caramels from the Trappist Monastery in Dubuque. Spouses will receive stylized wooden snowmen hand crafted by an Iowa artist. Persons attending the President's and Chairman's Dinner will receive a pewter Christmas ornament cast in Dyersville, Iowa.
- ◆ Several spouse events are planned, including lunch at Younkers Tea Room with shopping visits to either Valley West Mall or Valley Junction; lunch at Terrace Hill and dessert at Salisbury House; and a visit to the Botanical Center followed by lunch at the Embassy Suites and a presentation by a motivational speaker.
- ◆ Transportation will be provided from the airport to the hotels and to all of the social events. State Vehicle Dispatcher vehicles and Department of Transportation vehicles will be used as well as motor coaches.
- ◆ Security will be provided by the Iowa Highway Patrol and the Capitol Police.
- ◆ Both President-elect Clinton and President Bush have been invited to attend the Annual Meeting.

CONTRIBUTIONS TO CSG 1992 ANNUAL MEETING
October 15, 1992

Pioneer Hi-Bred International
Deere & Company
Mid-America Group, Ltd.
Principal Financial Group
Iowa Utility Association
Younkers
GTech
Coastal Corporation
Maytag Corporation
Midwest Resources, Inc.
Iowa Life Insurance Association
Glaxo, Inc.
The Tobacco Institute
Meredith Corporation
General Telephone Company
U. S. West
Olin Corporation Charitable Trust
Blue Cross/Blue Shield
Amana Refrigeration, Inc.
Iowa Bankers Insurance & Services, Inc.
Anderson Erickson Dairy
Atlantic Coca-cola Bottlers
Illinois Tool Works, Inc.
R. J. Reynolds Tobacco Company
Iowa Realty Co., Inc.
Hy-Vee
Hawkeye Security Insurance Company
Iowa Medical Society
Iowa Federation of Labor, AFL-CIO
Iowa Hospital Association
Farm Bureau
Ruan Foundation Trust & Bankers Trust
Enron
Townsend Engineering

Quartz Sponsor
Quartz Sponsor
Quartz Sponsor
Platinum Sponsor
Platinum Sponsor
Platinum Sponsor
Gold Sponsor
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Monetary Contribution

Jim Carney
Amana Society
Mercy Hospital
Bull HN Information Systems, Inc.

In-Kind Contribution
In-Kind Contribution
In-Kind Contribution
In-Kind Contribution

EVENT SPONSORSHIPS

Opening Night Reception sponsored by G-Tech and Coastal Corporation

State Capitol Reception sponsored by Pioneer Hi-Bred International

Iowa State Fair sponsored by Mid-America Group and Deere and Company

State Dinner sponsored by Syntex

Reception following State Diner sponsored by Pharmaceutical Association

Thursday Spouse Luncheon sponsored by Younkers

Meredith Corporation will provide one of their books to the spouses

CSG/event

SCHEDULE FOR CSG ANNUAL MEETING

Wednesday, December 2

- ◆ 9:00 a.m. - 5:00 p.m. 3 Task Force meetings (Marriott)
- ◆ 6:00 p.m. - Midnight Iowa Hospitality (Marriott)

Thursday, December 3

- ◆ 7:30 a.m. - 9:30 a.m. Buffet Breakfast (Marriott)
- ◆ 9:00 a.m. - 4:30 p.m. Task Force meetings (Marriott)
- ◆ 12:00 Noon - 4:00 p.m. Spouse Event (Lunch at Younkers Tea Room and transportation to Valley West Mall and Valley Junction)
- ◆ 6:00 p.m. - 8:00 p.m. Opening Reception and Exhibit Show (Marriott)
- ◆ 8:00 p.m. - 10:00 p.m. President/Chairman's Dinner (Historical Building)
- ◆ 10:00 p.m. - 1:00 a.m. Afterglow Reception (Marriott)

Friday, December 4

- ◆ 7:00 a.m. - 9:30 a.m. Buffet Breakfast (Marriott)
- ◆ 9:00 a.m. - 5:00 p.m. Exhibit Show (Marriott)
- ◆ 9:30 a.m. - 10:30 a.m. Opening Ceremonies and Plenary Session (Marriott)
- ◆ 10:30 a.m. - Noon Panel Discussion (Marriott)
- ◆ Noon - 2:00 p.m. Plenary Session and Luncheon (Marriott)
- ◆ 2:30 p.m. - 4:30 p.m. Concurrent Sessions (Marriott)
- ◆ Noon - 4:00 p.m. Spouse Event (Lunch at Terrace Hill and Dessert at Salisbury House)
- ◆ 6:30 p.m. - 8:00 p.m. Reception at the State Capitol
- ◆ 8:30 p.m. - Midnight Iowa State Fair (Convention Center)

Saturday, December 5

- ◆ 7:00 a.m. - 9:30 a.m. Buffet Breakfast (Marriott)
- ◆ 9:00 a.m. - Noon Exhibit Show (Marriott)
- ◆ 9:30 a.m. - 10:30 a.m. Plenary Session (Marriott)
- ◆ 10:45 a.m. - Noon Plenary Session (Marriott)
- ◆ Noon - 2:00 p.m. Plenary Session and Luncheon (Marriott)
- ◆ 2:30 p.m. - 4:30 p.m. Concurrent Sessions (Marriott)
- ◆ 11:00 a.m. - 3:00 p.m. Spouse Event (Botanical Center, Lunch at Embassy Suites)
- ◆ 6:30 p.m. - 7:30 p.m. Closing Reception (Marriott)
- ◆ 7:30 p.m. - 9:30 p.m. State Dinner and Awards Ceremonies (Marriott)
- ◆ 9:30 p.m. - 1:00 a.m. Dessert Reception and Dance (Marriott)

Sunday, December 6

- ◆ 7:30 a.m. - 9:30 a.m. Buffet Breakfast (Marriott)
- ◆ 9:00 a.m. - 11:30 a.m. Committee meetings (Marriott)
- ◆ Noon - 2:00 p.m. - Luncheon and Governing Board/Executive Committee (Marriott)
- ◆ 2:00 p.m. - Adjournment



TERRY E. BRANSTAD, GOVERNOR

DEPARTMENT OF GENERAL SERVICES
RALPH D. OLTMAN, ACTING DIRECTOR

November 30, 1992

DEC 02 92

Ms. Diane Bolender
Director, Legislative Service Bureau
Capitol Building
L O C A L

Dear Diane:

I am writing you to officially request permission to load a copy of the 1993 Iowa Code into two online computer applications managed by General Services Information Services Division (ISD). The LEGS application is the view only application available to nearly all users of ISD's online computer facilities. This form of the code is not searchable and does not retain any of the typesetting markup.

The newer online publications system (also called Book, BookManager, or BookMaker) contains a viewable, searchable version of the Code. This application requires access to the ISD OfficeVision (PROFS) system and further specific authorization in BookManager to access the Code of Iowa. Convenience copying and printing is available in BookManager on a chapter by chapter basis. Neither printing nor copying includes the typesetting markup.

As in the past, we will inform you of requests for electronic copies of Code chapters, and will direct requests outside of previously established guidelines to you for approval.

With your approval to proceed, I will work with the Legislative Computer Support Bureau to acquire tapes of the Code. Thanks for your cooperation.

Sincerely,

Linda Schlenker
Manager, Office Systems & Technologies

LMS:LMS

cc: Jerry Lewis
Dale Nelson

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IOWA CODE EDITOR

JANET L. WILSON
DEPUTY IOWA CODE EDITOR

January 20, 1992

MEMORANDUM

TO: LINDA SCHLENKER

FROM: DIANE BOLENDER, DIRECTOR *DB*

RE: AGREEMENT ON USE OF CODE DATABASE

Enclosed is a draft of a proposed agreement between the Department of General Services and the Iowa Legislative Council. Please look it over and let me know if there are any changes you want made. If I do not hear from you in the next couple of days, I will send you two final copies of this agreement signed by Speaker Bob Arnould, Chairperson of the Legislative Council. Please have Jerry Anderson sign both and return one for our files.

Thanks so much. Several of us are looking forward to a demonstration of Book Manager.

AGREEMENT

The Legislative Council, through its Computer Support Bureau, agrees to provide to the Information Services Division of the Department of General Services for use during the year beginning January 1, 1992, in electronic format the database for the Code of Iowa. The database shall include amendments to the Code enacted through the 1991 legislative session. In exchange for this database in electronic format, the Information Services Division agrees to the following conditions:

1. That the Information Services Division shall notify the Legislative Service Bureau when a state agency has been authorized to read, search, convenience print and convenience copy any portion of the electronic database of the Code. The notification shall include the name of a contact person for the state agency.
2. Material developed from the Information Services Division electronic database of the Code must indicate on each page that the material is an unofficial or draft copy of the Code.
3. A state agency offering information or material obtained from the electronic database of the Code for public distribution or sale must receive advance written approval from the Director of the Legislative Service Bureau who is acting on behalf of the Legislative Council.
4. A state agency developing printed material from the electronic database of the Code that is offered for public distribution or sale shall transmit a copy of that printed material to the Legislative Service Bureau.

5. Material developed from the electronic database shall not be sold at a cost that exceeds the actual development and printing costs.
6. The electronic database shall not be reissued in an electronic form to any private entity.

Materials developed from the electronic database of the Code are not subject to copyright in the United States or in any other country. The Legislative Council and the General Assembly retain the control of the electronic database for the Code of Iowa. The Legislative Council may refuse for any reason to enter into this or a similar agreement for a subsequent year and the Legislative Council may terminate this agreement for any reason and at any time.

The Information Services Division of the Department of General Services agrees, as a condition of the receipt in electronic format of the database for the Code of Iowa, that should any violation occur of any of the conditions of this agreement the Division will immediately take all actions necessary to secure full compliance with this agreement, including terminating all access to the electronic database for the Code of Iowa to state agencies not in full compliance with the provisions of this agreement.

FOR THE DEPARTMENT OF GENERAL SERVICES:

GERALD ANDERSON, DIRECTOR

Date

FOR THE LEGISLATIVE COUNCIL

SPEAKER BOB ARNOULD, CHAIRPERSON

Date

LC/Contract

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December 10, 1992

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LEGISLATIVE INFORMATION OFFICE DIRECTOR

TO: CHAIRPERSON ARNOULD, VICE CHAIRPERSON HORN, AND MEMBERS OF THE LEGISLATIVE COUNCIL

FROM: Diane Bolender, Director *DB*

RE: December 16 and 17 Meetings

Chairperson Arnould has scheduled the December meeting of the Legislative Council for Thursday, December 17, 1992. Both December 16 and 17 will be busy as we schedule meetings of the Legislative Council and its committees including the Fiscal Committee, the New Legislator Orientation Program, and a meeting of the Appropriations Subcommittee Chairs, Vice Chairs, and Ranking Members. The following is the schedule for Legislative Council and Council Committees:

Wednesday, December 16 -

1:30 p.m.	Fiscal Committee	Room 118
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Thursday, December 17 -

2:30 p.m.	Service Committee	Room 22
	Administration Committee	Room 24
3:00 p.m.	Legislative Council	Room 22

Also on December 16, the New Legislator Orientation Program will begin at 8:15 a.m. and continue all day. Some of you will be participants in this program. On December 17, the New Legislator Orientation Program will continue until noon. Beginning at 1:30 p.m. a meeting of Appropriations Subcommittee Chairs, Vice Chairs, and Ranking Members will take place.

Enclosed are tentative agendas for the Administration Committee, the Service Committee, and the Legislative Council. The agenda for the Fiscal Committee has been mailed to you by the Legislative Fiscal Bureau. Also enclosed are the Minutes from the November 10 meetings of the Service Committee, the Studies Committee, and the Legislative Council.

Please notify the Legislative Service Bureau if you will be unable to attend the meeting of the Legislative Council or any of its committees.