

January 5, 1979

LEGISLATIVE ADMINISTRATION

Vice-chairman Magone called the meeting to order and had the secretary take the roll call. All members were present, with the exception of Chairman Metcalf, who had been attending another committee meeting and was a few minutes late.

The first order of business was the need for furniture for the House annex, and Vice-chairman Magone called on Martha McGee to give a brief resume of the furniture needed.

Martha said with eight secretaries being moved out of the Capitol, and into the annex, there was no office furniture for the annex, and they would need three desks, one typewriter stand (for the Chief Clerk's Office) and three chairs. She further said that she had invited Terry Harris, of Capital Office Equipment & Design, to inform the members of the prices and availability of the furniture needed. Rental for the items needed would amount to \$570.00 for the session.

Mr. Harris gave a brief resume of the furniture and passed around pictures of the items to the members for their inspection; he said he could provide the necessary pieces immediately and that the cost would be \$717.00 per desk (less 47% discount, amounting to \$380.01 per desk), chairs at \$183.00 (\$96.99 with the discount) per chair, and \$75.00 for the typewriter stand.

Rep. Quilici said he also would need a desk for his committee room, as the one in there now was only a typewriter desk and would not work for the needs of the committee secretary. An executive desk was needed for his committee. He also requested the need for an additional table to be placed at the end of one of the conference tables, as the nineteen members simply didn't have room the way it was.

Mr. Harris explained that his company had the contract with the purchasing division for all purchasing of furniture for state agencies, and further explained that the furniture they carried was of good quality and guaranteed.

Rep. Gerke said then they really needed four desks, rather than three, and asked if there were any available in the building that could be used.

The Sergeant-at-arms, Dick Meyer, said he had looked into that and there simply was not any available. He also said that he had requested from Rep. Ramirez for 1 legal-size locking cabinet, 1 book shelf, 1 conference table, an executive chair and 8 chairs.

Discussion followed with questions asked regarding the type of desks needed and it was determined that chairs could be found and that a book shelf could be provided for the Minority Leader's Office, but that they should purchase the four desks and the typewriter table, rather than rent them.

Rep. Quilici made a motion that four (4) desks and one (1) stand be ordered from Mr. Harris. The members voted and it was unanimous.

Dick Meyer mentioned the need of filing cabinets for the committee secretaries. It was asked why they needed locking types, and Speaker Gerke said it was necessary because they had the original bills to house in them and they had to be locked up.

In the past, Martha McGee pointed out that they could share cabinets, two committees, but that they were now separated and it would not be possible.

Rep. Magone said he knew that last session several committees shared cabinets.

Speaker Gerke asked if chairs could be found, and Dick Meyer assured him that he could get some chairs.

Rep. Meyer made a motion that one (1) locking filing cabinet be purchased for the Minority Leader's Office. The members voted and it was unanimous, to purchase the cabinet.

Chairman Metcalf then mentioned the other filing cabinet needed and the members voted unanimously to purchase one more.

Dick Meyer then asked about the badges for the aides, and Rep. Quilici said it was up to the Representatives and/or aides to purchase those. The members voted on this, and the members unanimously voted that the badges be purchased by the Representatives and/or their aides.

Chairman Metcalf then said the cleaning problem had been resolved; that he had talked with Mr. Campbell and there had been some misunderstanding with the cleaning people regarding the area to be cleaned and the locks that had been changed on some of the doors, thereby making it impossible for them to enter some of the rooms. He further said that they assured him there would be no further problems with the matter.

Then Speaker Gerke brought up the matter of the rest rooms being so constructed as to have very little separation for men and women, and felt that some sort of partition could be put in to alleviate the situation. Discussion followed as to how the rooms were situated, and Rep. Lory said it was now possible for anyone to go into the Chambers through the restrooms.

Speaker Gerke said there should be security in the House; that there should not be any places where people could come into the Chambers at any time they chose, and that there was no way that this should be left the way it was.

Suggestions were made regarding the matter, and no one was sure exactly how the halls and doors were situated in that area. They finally determined that the Chairman, together with the Sergeant-at-arms should take a good look at the area and come back with some suggestions for the resolution thereof, at the next meeting.

Martha McGee then reported on the proposed additional hiring of more staff: Lois South, Committee Secretary for Labor; Dorothy Higgins,

Stenographer; Shelley Immel, Clerk-typist for the Chief Clerk's Office; and Becky Meyer for a permanent page for the Chief Clerk's Office.

Then Rep. Quilici said he had talked to Minority Leader Rameriz, and that he felt that Rep. Rameriz really did need to have a permanent page. Rep. Meyer, then said he had talked to Rep. Rameriz and that Becky Meyer had tentatively been asked to be a permanent page for the Minority Leader. Martha McGee said that would be fine, and that she could find another page for her office.

Rep. Lory moved that the Minority Leader be allowed to have a permanent page, and the members voted unanimously to allow this.

Martha McGee then said she did not have all of her staff hired as yet, and would be needing more people. The members voted unanimously to allow her to obtain more people for the staff. Martha suggested that they would have to consider the exact pay scale for the attaches, and that that matter could be taken up at the next meeting.

Chairman Metcalf said he would schedule a meeting for that purpose, and asked the members if 11:00 A.M., on Monday, January 8, would be allright. The members tentatively agreed that it would.

Speaker Gerke gave a brief report of the feed bill and said it would be up soon. He further said that it was important to get it passed, as some of the members were in need of funds.

Speaker Gerke then thanked the members of this committee; said they were doing a fine job and that he appreciated their efforts. He also said if there was anything he could do for them to let him know, and he would be glad to help in any way that he could.

There was a brief discussion about the elevator not working all of the time, and the Sergeant-at-arms was instructed to look into the matter of who was responsible for the maintenance thereof.

There being no further business, the meeting was adjourned.

Secretary, Zorka DaSilva

Chairman

MR. SPEAKER

We, your committee on LEGISLATIVE ADMINISTRATION/BILLS AND JOURNAL

having had under consideration XX: BID No. XXXX.....

RESPECTFULLY RECOMMEND THAT THE ATTACHES APPROVED BY THE COMMITTEE
ON LEGISLATIVE ADMINISTRATION BE APPROVED BY THIS BODY:

Martha B. McGee-----	Chief Clerk
Art Noonan-----	Assistant Chief Clerk
Zorka DaSilva-----	Secretary to Chief Clerk
Pearl Greenblatt-----	Secretary to Assistant Chief Clerk
Pat Ryanich-----	Bills Clerk
Suerie Grace-----	Assistant Bills Clerk
Marc Strann-----	Reading Clerk
Frank Harrison-----	Reading Clerk
Tom Staples-----	Posting Clerk
Paula Stoll-----	Assistant Journal Clerk
Shawn Devine-----	Bills Coordinator
Jane Powell-----	Assistant Bills Coordinator

Respectfully report as follows: That _____ Bill No. _____

Richard Newby-----	Amendments Coordinator
Bobbie Murphy-----	Secretary to Speaker of House
Nancy Aagenes-----	Secretary to Majority Leader
Martha Brass-----	Secretary to Minority Leader
Pat Syskowski-----	Secretary to Majority Whip
Beau Walters-----	Legislative Printing
Bobbie Rintala-----	Stone Status
Tom Pelletier-----	Assistant Amendments Coordinator
Roberta Stipich-----	Committee Secretary, Appropriations
Mary Ellen Connolly-----	Committee Secretary, Judiciary
Virginia Ratliff-----	Committee Secretary, Public Health, Welfare and Safety

DO PASS