

LEGISLATIVE ADMINISTRATION

January 4, 1983

The meeting of the House Legislative Administration Committee was called to order by Chairman Menahan.

All members of the committee were present with the exception of Representative Jan Brown, who had been excused to attend another meeting.

Also present at the meeting were Jo Owens, Chief Clerk, and Paul FitzGerald, Assistant Chief Clerk.

Chairman Menahan said he had called this meeting to cover these four items:

1. Legislative Aides
2. Legislative Assistants
3. Material being put on Legislators' desks
4. Grade (re pay scale) for Legislative Assistants.

Chairman Menahan said he would like some in-put from the members regarding these matters, as he would like to have a determination made regarding these items to be put into the resolution on some of these points.

After some discussion, it was decided that the Legislative Assistants will be a Grade 11. Chairman Menahan said he understood that the Senate's Legislative Assistants were at a Grade 13, but that the House would keep theirs to a Grade 11. He further said that the two (2) Legislative Assistants, Joan Toole and David Rockwell, would "job-share", each working 20 hours a week, and that Janice Rehberg, Legislative Assistant for the Minority Leadership, would have a regular 40 hour week.

Representative Donaldson asked if these were new positions, and if there were any benefits included in their pay, and Chairman Menahan said they were new positions, and that there were no benefits included; Jo Owens said they would be paid in the same way the other attaches were paid.

Chairman Menahan brought up the subject of material being put on legislators' desks. He said all kinds of things were being put on their desks and a great deal of it was of a commercial nature. Chairman Menahan said the Sergeant-at-Arms should be notified as to what material was passed out to the legislators, and possibly check with the leadership if in doubt. He said he would talk with Diana Dowling as to the wording regarding this matter to be put into a resolution.

Then Chief Clerk, Jo Owens said she had been having a problem with committee hearings being put on the blackboard, and being erased. Some were erased accidentally, she thought, as people brushed up

against the board; the public had access to the board and upon occasion some graffiti was found on the board. The most serious problem, of course, was the fact that the hearing notices were erased or changed by unknown persons. Jo asked the members if they would approve the purchase of some other type of board, mentioning the one they had for the consent calendar. After some discussion the members approved the purchase of two boards similar to the board used for the consent calendar. Representative Curtiss moved that they authorize the Chief Clerk to purchase the needed boards. Representative Donaldson seconded the motion and it was unanimous.

Chairman Menahan then talked of the interns, and said there should be guidelines as to their use of the phones. He further said that they really had to keep expenses down and if both the legislator and his intern were to use the phone excessively, it could really be a problem. He hoped they could come up with some wording regarding this matter so as to put it into the resolution they were proposing. The interns would be asked to use the phones sparingly.

Representative Curtiss asked if it would be possible to have a permanent paper punch available for the legislators use in the House Chambers. The Chief Clerk said she would contact the Sergeant-at-arms regarding this matter.

There being no further business, the meeting was adjourned.

Zorka DaSilva, Secretary

Chairman Menahan