

MINUTES OF THE MEETING
JOINT LEGISLATIVE ADMINISTRATION COMMITTEE
MONTANA STATE LEGISLATURE

December 27, 1984

The Joint Legislative Administration Committee was called to order by the Chairman, Senator Chet Blaylock at 1:10 p.m., Thursday, on the above date in Room 420 of the State Capitol Building.

ROLL CALL: Senators present were Blaylock, Kolstad and McCallum. Representatives present were Menahan, Keyser, Donaldson and Grady. Senators absent were Dick Manning and Mazurek. Representatives absent were Jan Brown and Zabrocki.

Also present at the meeting were Secretary of the Senate, Bonnie Wallem; President of the Senate, Bill Norman; Ralph Erving, Sergeant-at-Arms for the Senate; Republican Leader, Bob Marks; Speaker of the House John Vincent; Chief Clerk, Ed Smith; Aide to Republican Leadership, Martha Brass and House Sergeant-at-Arms, Chuckie Cramer.

Rep. Menahan explained that the House Committee had adopted the attached Recommendations Items 2 through 6 with the exception of Item #3 which was established at Grades 10 and 9 rather than the suggested 11 and 10. The House didn't feel that the responsibilities were worthy of a Grade 11 and this position had previously been a Grade 9, Step 7.

The Chief Clerk and the Secretary of the Senate should be paid for 48 hours rather than 40 hours per week. Also the Sergeant-at-Arms should be moved back to a Grade 17 from Grade 16, which they were in the 1977 and 1979 sessions. There is no record why this was changed to Grade 16.

Rep. Menahan told the Joint Committee that the House Committee had taken no action on Item #1 as this was a recommendation of the Senate. A lengthy discussion was held on upgrading the Doormen and Security Guards from Grade 5 to 7. The positions in the House and Senate are not the same and it was suggested that perhaps the Senate could change the job description and the House could remain the same and stay at Grade 5. Sen. Kolstad said that these people knew what the job paid and were standing in line for the job to which several members agreed. However, Ralph Erving brought up the fact that the Senate Committee had committed itself to these people as Grade 7. Three assistant sergeants had been downgraded from Grade 11 to Grade 7. MOTION: Rep. Donaldson moved that these people be moved to Grade 6.

The Senate will have three assistant sergeants this session; one in supplies, one for parking and security and one in charge of the pages. There were six assistants last session and there will be seven this year, however, three will be downgraded to Grade 7. SUBSTITUTE MOTION: Rep. Menahan moved to make them all Grade 7 and call them Security Guards in both houses. Motion carried with Reps. Donaldson and Keyser voting "no".

It was suggested that the position of Status Input Technician be changed to Secretary for Computer Input. The Status Input Technician would also remain on the House Resolution at a Grade 7. The House agreed to this upgrading at their morning meeting. This position takes in more than simply the Status - journal, amendments, etc. MOTION: Rep. Grady moved that the Status Input Technician be upgraded to a Grade 10 and the Assistant Status Input Technician be a Grade 7. Motion passed unanimously.

As to Item #3, Legislative Telephone Operator, it was the position of the House Committee that it should be Grade 10 with the assistant operator being a Grade 9. MOTION: Rep. Menahan moved that the Telephone Operator be established at a Grade 10 and the Assistant Legislative Telephone Operator be established at Grade 9. Motion passed unanimously.

Under Item #4, the House established a new category of Aide to the Republican Leader which is the same as Aide to the Majority and Minority Leaders in the Senate. MOTION: Rep. Donaldson moved the adoption of Item #4. Motion passed unanimously.

MOTION: Rep. Keyser moved that the Sergeant-at-Arms in both houses be upgraded from Grade 16 to Grade 17. Motion passed unanimously.

As for Item #6 it was felt these people should at least be paid for the Saturdays they work but will not be paid any overtime. MOTION: Rep. Keyser moved the adoption of Item #6. Motion passed unanimously.

Ralph Erving explained the new wall plates which will be permanent for the Committee names and chairmen. The initial cost for these wall plates would be \$573 for a one time cost. In the future only the names of the chairman would have to be changed. These would be put on the walls and not the doors. MOTION was made, seconded and passed unanimously to purchase the permanent wall plates.

A discussion was held concerning the credit cards for telephone calls by the leadership. These calls are policed by the Council and the members are notified when they have reached their limit. Ten years ago this was \$25 per card and the Joint Committee felt that the \$50/\$25 vote by the House Committee was reasonable. A good portion of this money may never be used. Motion passed unanimously.

The matter of counting special sessions and the Constitutional Convention for determining the step of pay was discussed. Rep. Keyser moved that special sessions not be counted. Motion passed unanimously. Sen. George McCallum moved that the ConCon not be counted. Motion passed unanimously.

A discussion was held concerning the Legislative Telephone Operator. There was apparently an agreement between Sen. Stephens and Rep. Kemmis last session to hire the Operator and this was done by President Norman and Speaker Vincent for this session.

Linda Carlson was also given her years of experience with Mountain States Telephone in determining her step of pay. Sen. McCallum mentioned that this is a new position to be taken over by the Legislature and she worked for private industry before this time. The Committee felt that since this session will be her first year hired by the joint houses she should be a step 2. Mrs. Carlson was under the impression that it would be up to her to hire her assistant. Several applications have been received for the assistant's position and the members felt that it was up to the Committee to hire the assistant. The members also felt that if any agreements are made outside of the Committee the Committee members should be informed of such facts.

Sen. McCallum suggested that the House Republicans should choose the assistant as they had no say whatsoever in the hiring of the Operator. Rep. Keyser felt the Committee should look at the applications of those applying for the job. Sen. Norman wanted it made clear just who is to pick the assistant. It was decided that the House Leadership - Reps. Vincent and Marks and Martha Brass and Ed Smith - will choose the Assistant Telephone Operator.

Ed Smith brought to the attention of the Joint Committee that the House had taken the position that they are not going to pay holiday pay for the two days in February designated as State holidays. The Council has indicated that they are going to give their employees holiday pay. MOTION: Rep. Menahan moved that the Joint Legislative Administration Committee send notice to the Council that we are not in agreement with the holiday pay and that they agree to the position of the Joint Committee not to pay holiday pay. Sen. Blaylock wondered if we could be legally in trouble by not paying holiday pay, however, Sen. Kolstad said that we had always paid \$.14 per hour extra in lieu of the State benefits. Rep. Menahan felt that this has perhaps changed in the last four years and asked Ed Smith to look into this. He suggested Ed find out what scale was used to arrive at the \$.14 per hour and apply it to the Legislative employees. This figure, if it is more than the \$.14 per hour, could be amended into the Resolution. Motion passed unanimously.

Bonnie Wallem said that she had hired an employee who had worked since 1949 and was obviously past the step 13 on the pay scale. She asked what the Committee's position was in this instance. The Committee members said that any employee who has worked to the step 13 position is frozen at step 13 for the grade for which they are hired.

The discussion on the parking spaces and the fact that the security men have no authorization to make anyone move was brought before the Joint Committee. This will be discussed with the local law officials. This would be limited to Legislative Sessions and Special Sessions. Rep. Menahan asked that a bill be drawn up and that the Committee meet again to consider the bill.

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ADJOURNMENT: There being no further business before the Joint
Committee the meeting was adjourned at 2:50 p.m.



CHAIRMAN CHET BLAYLOCK



The Big Sky Country

MONTANA STATE HOUSE OF REPRESENTATIVES

1985

RECOMMENDATIONS FOR CHANGES IN EMPLOYMENT CLASSIFICATIONS

1. The position of Doorman and Security Guard should be upgraded from grade five to grade seven.
2. The position of Status Input Technician should be upgraded from seven to grade ten.
3. The position of Legislative Telephone Operator, which currently does not exist, should be established at a grade eleven and the position of Assistant Legislative Telephone Operator should be established at a grade ten.
4. A new category known as Aide to the House Republican Leader should be established at a grade thirteen.
5. The position of Sergeant-at-Arms, both in the House and Senate, should be upgraded from grade sixteen to grade seventeen which existed in the 1977 and 1979 Legislative Sessions.
6. The positions of Chief Clerk of the House, Secretary of the Senate, and the Sergeant-at-Arms (both House and Senate) should be paid at a rate of forty-eight hours straight time in lieu of the current rate of forty hours. This would compensate for the six day Legislative work week.