

HOUSE JOINT RESOLUTION NO. 4

INTRODUCED BY HAYNE

IN THE HOUSE

January 5, 1987

Introduced and referred to  
Committee on Legislative  
Administration.

January 6, 1987

Committee recommend bill do pass  
as amended. Report adopted.

Printing report.

On motion, rules suspended and  
bill placed on second reading  
this day.

Second reading, do pass.

On motion, rules suspended and  
bill placed on third reading this  
day.

Third reading, passed.

Transmitted to Senate.

IN THE SENATE

January 8, 1987

Introduced and referred to  
Committee on Legislative  
Administration.

Committee recommend bill be  
concurrent in. Report adopted.

January 10, 1987

On motion, rules suspended. Bill  
placed on second reading the 6th  
legislative day.

Second reading, concurred in.

On motion, rules suspended. Bill placed on third reading the 6th legislative day.

Third reading, concurred in.  
Ayes, 43; Noes, 1.

Returned to House.

IN THE HOUSE

January 12, 1987

Sent to enrolling.

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 4 A JOINT RESOLUTION OF THE SENATE AND THE HOUSE OF  
 5 REPRESENTATIVES OF THE STATE OF MONTANA CONCERNING THE  
 6 CLASSIFICATION, PAY, AND OTHER CONDITIONS OF EMPLOYMENT OF  
 7 LEGISLATIVE EMPLOYEES; PROVIDING AN IMMEDIATE EFFECTIVE DATE  
 8 AND A TERMINATION DATE; AND PROVIDING FOR RETROACTIVE  
 9 APPLICABILITY.

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11            WHEREAS, it is necessary to establish a pay plan for  
 12 legislative employees that compensates those employees on a  
 13 basis similar to other state employees; and

14            WHEREAS, it is necessary that legislative employees  
 15 know of their conditions of employment and that such  
 16 conditions be uniform for the House of Representatives and  
 17 Senate.

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19 NOW, THEREFORE, BE IT RESOLVED BY THE SENATE AND THE HOUSE  
 20 OF REPRESENTATIVES OF THE STATE OF MONTANA:

21            (1) (a) That the following legislative employee  
 22 positions be classified in the grades indicated and be  
 23 entitled to be paid according to the 1986-1987 hourly pay  
 24 matrix, which does not include insurance, issued by the  
 25 Department of Administration on May 3, 1985. Because

1 legislative employees receive no additional benefits, 20  
 2 cents an hour must be added to the hourly compensation as  
 3 shown on the pay matrix.

4            (b) That an employee with no qualifying legislative  
 5 experience be classified at step 2 of the appropriate grade.  
 6 A person who has served as a legislator or an employee of  
 7 the Montana House of Representatives or Senate for at least  
 8 one-half of a regular session is entitled to be advanced one  
 9 step for each session so served.

10 Grade 20

11 Chief Clerk of the House

12 Secretary of the Senate

13 Grade 17

14 Sergeant-at-arms

15 Grade 14

16 Chaplain

17 Grade 13

18 Assistant Chief Clerk of the House

19 Assistant Secretary of the Senate

20 Aide to the Senate Republican Leader

21 Aide to the Senate President

22 Grade 11

23 Legislative Assistant

24 Chief Stenographer

25 Bills Clerk

1 Journal Clerk  
 2 Assistant Sergeant-at-arms  
 3 Secretary to the following:  
 4 President, Speaker, Secretary of the Senate, Chief  
 5 Clerk, Senate Democratic and Republican Floor Leaders, House  
 6 Majority and Minority Leaders  
 7 Grade 10  
 8 Bills Coordinator  
 9 Assistant Chief Stenographer  
 10 Assistant Journal Clerk  
 11 Assistant Bills Clerk  
 12 Committee Secretary  
 13 Bills Distributor  
 14 Amendments Coordinator  
 15 Legislative Telephone Operator  
 16 Status Input Technician  
 17 Grade 9  
 18 Assistant Bills Coordinator  
 19 Assistant Bills Distributor  
 20 Assistant Amendments Coordinator  
 21 Grade 8  
 22 Stenographer  
 23 Grade 7  
 24 Assistant Status Input Technician  
 25 Reading Clerk

1 Supply Clerk  
 2 Posting Clerk  
 3 Typist  
 4 Security Guard  
 5 Doorman  
 6 Grade 6  
 7 Proofreader  
 8 Clerk-typist  
 9 Steno Aide  
 10 Grade 5  
 11 Distribution Clerk  
 12 Parking Attendant  
 13 Page Supervisor  
 14 Grade 3  
 15 Committee Aide  
 16 Grade 1  
 17 Permanent Page  
 18 \$3.50 an hour  
 19 Page

20 (2) (a) That each employee record the number of hours  
 21 worked each day on a timesheet provided. A completed  
 22 timesheet must be turned in each Friday that ends a pay  
 23 period. Each chamber shall adopt a procedure for review,  
 24 approval, and collection of the timesheets and for timely  
 25 filing with the Legislative Council.

1 (b) That the Sergeants-at-arms review and approve the  
 2 timesheets for the following employees: Assistant  
 3 Sergeants-at-arms, Doormen, Security Guards, Distribution  
 4 Clerks, and Pages.

5 (c) That the Speaker and Minority Leader of the House  
 6 review and approve the timesheets for their employees.

7 (d) That the Chief Clerk of the House and the  
 8 Secretary of the Senate review all timesheets and approve  
 9 those not otherwise provided for.

10 (3) That the positions classified at Grade 17 and  
 11 above be exempt from overtime pay. During a regular  
 12 legislative session, employees in such positions must be  
 13 paid for 48 hours a week regardless of the number of hours  
 14 worked. Whenever such employees are preparing for or closing  
 15 a regular or special session or otherwise working at the  
 16 direction of their respective presiding officers during an  
 17 interim, they must be paid for each hour worked at the  
 18 hourly compensation determined under subsection (1) and  
 19 their timesheets reviewed and approved by their presiding  
 20 officers.

21 (4) That the positions classified below Grade 17 be  
 22 subject to overtime pay. Hours over 40 a week worked by an  
 23 employee so classified must be compensated at the rate of 1  
 24 1/2 times the employee's regular hourly wage. Legislative  
 25 Assistants to the Majority and Minority Leaders may not work

1 over 44 hours a week.

2 (5) That the legislative employees listed above be  
 3 considered temporary employees and not entitled to any  
 4 additional benefits, such as sick leave, vacation leave,  
 5 holiday pay, time off with pay, health insurance, or  
 6 longevity allowances. Section 2-18-617(3), MCA, relating to  
 7 assumption of liability for accrued vacation credits, does  
 8 not apply to the Legislature and its employees.

9 (6) That a Chaplain be entitled to be paid for 2 hours  
 10 for each legislative day served.

11 (7) That membership in the Public Employees'  
 12 Retirement System be available but in accordance with  
 13 19-3-403(5), MCA, not be mandatory.

14 (8) That the Legislature intends this Joint Resolution  
 15 to apply to the employees hired to prepare for the 51st  
 16 Legislature by the leadership elected at the November 1988  
 17 caucuses.

18 (9) (a) That this resolution be effective upon passage  
 19 and be effective until January 2, 1989.

20 (b) That this resolution apply retroactively to all  
 21 employees of the 50th Legislature.

-End-

APPROVED BY COMM.  
ON LEG. ADMIN.

HOUSE JOINT RESOLUTION NO. 4

INTRODUCED BY HAYNE

A JOINT RESOLUTION OF THE SENATE AND THE HOUSE OF REPRESENTATIVES OF THE STATE OF MONTANA CONCERNING THE CLASSIFICATION, PAY, AND OTHER CONDITIONS OF EMPLOYMENT OF LEGISLATIVE EMPLOYEES; PROVIDING AN IMMEDIATE EFFECTIVE DATE AND A TERMINATION DATE; AND PROVIDING FOR RETROACTIVE APPLICABILITY.

WHEREAS, it is necessary to establish a pay plan for legislative employees that compensates those employees on a basis similar to other state employees; and

WHEREAS, it is necessary that legislative employees know of their conditions of employment and that such conditions be uniform for the House of Representatives and Senate.

NOW, THEREFORE, BE IT RESOLVED BY THE SENATE AND THE HOUSE OF REPRESENTATIVES OF THE STATE OF MONTANA:

(1) (a) That the following legislative employee positions be classified in the grades indicated and be entitled to be paid according to the 1986-1987 hourly pay matrix, which does not include insurance, issued by the Department of Administration on May 3, 1985. Because

legislative employees receive no additional benefits, 20 cents an hour must be added to the hourly compensation as shown on the pay matrix.

(b) That an employee with no qualifying legislative experience be classified at step 2 of the appropriate grade. A person who has served as a legislator or an employee of the Montana House of Representatives or Senate for at least one-half of a regular session is entitled to be advanced one step for each session so served.

Grade 20

Chief Clerk of the House

Secretary of the Senate

Grade 17

Sergeant-at-arms

Grade 14

Chaplain

Grade 13

Assistant Chief Clerk of the House

Assistant Secretary of the Senate

Aide to the Senate Republican Leader

Aide to the Senate President

Grade 11

Legislative Assistant

Chief Stenographer

Bills Clerk

**SECOND READING**

1 Journal Clerk  
 2 Assistant Sergeant-at-arms  
 3 Secretary to the following:  
 4     President, Speaker, Secretary of the Senate, Chief  
 5 Clerk, Senate Democratic and Republican Floor Leaders, House  
 6 Majority and Minority Leaders  
 7 Grade 10  
 8 Bills Coordinator  
 9 Assistant Chief Stenographer  
 10 Assistant Journal Clerk  
 11 Assistant Bills Clerk  
 12 Committee Secretary  
 13 Bills Distributor  
 14 Amendments Coordinator  
 15 Legislative Telephone Operator  
 16 Status Input Technician  
 17 Grade 9  
 18 Assistant Bills Coordinator  
 19 Assistant Bills Distributor  
 20 Assistant Amendments Coordinator  
 21 Grade 8  
 22 Stenographer  
 23 Grade 7  
 24 Assistant Status Input Technician  
 25 Reading Clerk

1 Supply Clerk  
 2 Posting Clerk  
 3 Typist  
 4 Security Guard  
 5 Doorman  
 6 Grade 6  
 7 Proofreader  
 8 Clerk-typist  
 9 Steno Aide  
 10 Grade 5  
 11 Distribution Clerk  
 12 Parking Attendant  
 13 Page Supervisor  
 14 Grade 3  
 15 Committee Aide  
 16 Grade 1  
 17 Permanent Page  
 18 \$3.50 an hour  
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 20         (2) (a) That each employee record the number of hours  
 21 worked each day on a timesheet provided. A completed  
 22 timesheet must be turned in each Friday that ends a pay  
 23 period. Each chamber shall adopt a procedure for review,  
 24 approval, and collection of the timesheets and for timely  
 25 filing with the Legislative Council.

1 (b) That the Sergeants-at-arms review and approve the  
 2 timesheets for the following employees: Assistant  
 3 Sergeants-at-arms, Doormen, Security Guards, Distribution  
 4 Clerks, and Pages.

5 (c) That the Speaker and Minority Leader of the House  
 6 review and approve the timesheets for their employees.

7 (d) That the Chief Clerk of the House and the  
 8 Secretary of the Senate review all timesheets and approve  
 9 those not otherwise provided for.

10 (3) That the positions classified at Grade 17 and  
 11 above be exempt from overtime pay. During a regular  
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21 (4) That the positions classified below Grade 17 be  
 22 subject to overtime pay. Hours over 40 a week worked by an  
 23 employee so classified must be compensated at the rate of 1  
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 25 Assistants to the Majority and Minority Leaders may not work

1 ~~over-44~~ WORK UP TO 48 hours a week.

2 (5) That the legislative employees listed above be  
 3 considered temporary employees and not entitled to any  
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 6 longevity allowances. Section 2-18-617(3), MCA, relating to  
 7 assumption of liability for accrued vacation credits, does  
 8 not apply to the Legislature and its employees.

9 (6) That a Chaplain be entitled to be paid for 2 hours  
 10 for each legislative day served.

11 (7) That membership in the Public Employees'  
 12 Retirement System be available but in accordance with  
 13 19-3-403(5), MCA, not be mandatory.

14 (8) That the Legislature intends this Joint Resolution  
 15 to apply to the employees hired to prepare for the 51st  
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12 Secretary of the Senate

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