

MINUTES OF THE MEETING
SENATE LEGISLATIVE ADMINISTRATION COMMITTEE
MONTANA STATE LEGISLATURE

JANUARY 8, 1985

The Legislative Administration Committee was called to order by the Chairman, Senator Chet Blaylock, at 4:25 p.m., Tuesday, on the above date, in Room 402 of the State Capitol Building.

ROLL CALL: All committee members were present.

Also present were Secretary of the Senate Bonnie Wallem, Senate Sergeant-at-Arms Ralph Erving, and Senate Majority Leader Senator Fred Van Valkenburg.

Senator Blaylock, Chairman, told the committee Senator Crippen had requested his secretary be upgraded to a Grade 8, as well as Senator Christiaen's secretary.

Senator Kolstad said he was under the impression it had been raised last session. Senator Blaylock replied the issue was raised on the floor and the committee had looked into it. Senator Kolstad replied that if there was no record, then the salaries should be raised to the same level as other leadership secretaries.

Senator McCallum felt the secretaries to the President and Majority Leader do more work than the Whip and minority secretaries.

Senator Mazurek felt the raise would not be fair to committee secretaries.

Secretary of the Senate Wallem noted the Majority and Minority Whips had not previously been authorized secretaries. She noted the House Whips do not have secretaries. When they were authorized for the Senate the salary level was set at Grade 8.

Senator Kolstad pointed out Senator Akelstad's secretary last session received committee secretary pay, not the level of the Minority Whip secretary, however, she was filling both positions.

Senator Mazurek stated Senator Crippen's secretary will most likely be very busy but felt salaries should be kept as is or problems would be created in other salary areas.

MOTION: Senator McCallum moved the classification for Majority and Minority Whip secretaries remain at Grade 8.

Senator Mazurek asked if there is a discrepancy between Class I and II Committee secretaries. Secretary of the Senate Wallem replied that with the overtime Class I secretaries have it all seems to even out.

There being no further discussion, the motion carried unanimously.

Senator Blaylock asked Senator Van Valkenburg to present the final decision on allocation of space for Senator's offices.

Senator Van Valkenburg said he has found space for all the Committee Chairman and with the remaining available space he recommends the following assignments:

Room 411A	Senator Dave Manning, Dean, Democratic Caucus
Room 411B	Senator McCallum, Dean, Republican Caucus
Room 407	Senator Mohar Senator Daniels Senator Bengston
Room 407A	Infirmary
Room 302	Proofreaders
Room 103	Senator Regan and Secretary - Finance and Claims Senator Jacobson and Secretary - Public Health

Senator Van Valkenburg noted there had been some hard feelings over Room 103 with the Legislative Council. He felt he had very adequately covered all the bases with Rex Manuel and Diana Dowling regarding the room. At this point the Legislative Council has moved and Public Health and Finance and Claims are in. He felt this was the necessary and appropriate area for Finance and Claims.

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Senator Blaylock stated it needs to be clear, when it comes to the session, that Room 103 is assigned to the Legislature. He suggested a letter to that effect making it clearly understood that space needs of the legislature are primary.

Senator Van Valkenburg continued by stating Senate Republicans are using Room 412 and some space in the vault area of the Secretary of State in the basement and they were pleased with that space availability.

Senator Van Valkenburg further proposed Offices 10E, 10F, 10G, and 10H in the basement be allocated to the remaining nine to ten Senate Democrats who have no office space. Possibly the researcher or aide to the President of the Senate would be using space in that area also. Room 10B is being used as storage for the Secretary of the Senate and the interns would be utilizing the open areas 7B and 7E for office space.

Senator Van Valkenburg recommended the report be put in the form of a standing committee report and read across the rostrum so it could become part of the record.

MOTION: Senator Kolstad moved to accept Senator Van Valkenburg's recommendations. The motion carried unanimously.

Senator Blaylock informed the committee that a number of Committee Chairmen have requested tape recorders for their secretaries' use. There is no intention of using them for verbatim records, rather, just for a check on proceedings.

Senator Kolstad remembered two or three were rented last session for verbatim hearings.

Ralph Irving, Sergeant-at-Arms, said two Sony recorders had been purchased last session at a cost of \$150. One is missing this session even though they were locked in a cabinet at the end of session.

MOTION: Senator Manning moved the Secretary of the Senate look into rental or purchase of four or five tape recorders and proceed with the lesser cost option.

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Senator McCallum suggested the recorders be rented so they could be returned at the end of session.

The motion carried unanimously.

Senator Kolstad suggested tapes be purchased at the same time as the recorders.

Senator Van Valkenburg noted there is no furniture for the basement offices.

Senator Mazurek stated the Surplus Property Division should be able to supply those needs. It was noted that at a previous meeting Margaret in the Sergeant-at-Arms Office was to look into borrowing furniture from Surplus Property for the duration of the session. This will be investigated further.

Senator Blaylock noted there is no Senate security coverage for Sunday. He noted one of the Sergeants is a Seventh Day Adventist and because he does not work Saturday, would work Sunday. The committee set the Sunday security hours at 10:00 a.m. - 6:00 p.m.. It was further decided that evening hours might have to be adjusted as things pick up, but for now they will remain at 2:00 p.m. - 10:00 p.m..

Senator McCallum inquired as to who was hired as the Assistant Telephone Operator. Senator Blaylock replied it is a young lady who is a High School senior who takes over right after school. Ralph Erving asked if she is on the Senate payroll. Senator Blaylock said the Senate and House split the cost, but he would check to be certain everything is straight.

ADJOURNMENT: There being no further business to come before the committee, the meeting was adjourned at 5:00 p.m.



Senator Chet Blaylock, Chairman

jdr

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COMMITTEE ROOMS AND OFFICE SPACE

<u>ROOM NO.</u>	<u>OCCUPIED BY:</u>	<u>LEGISLATIVE ADMINISTRATION</u>
103	Senator Pat Regan Secretary to Finance and Claims, Sylvia Kinsey Senator Judy Jacobson Secretary to Public Health, Welfare and Safety, Elaine Gravely	
108	Finance and Claims Committee (M-F)	8-11:30 a.m.
300	Office space for: 1. Secretary for computer input, Nancy Ritz 2. Amendments Coordinator, Jo Owens 3. Assistant Amendments Coord., Kathy Bramer 4. Bills Coordinator, Mike Menahan 5. Assistant Bills Coord., Paul Tuss	
301	Office space for: 1. Sidney Armstrong 2. Vonnie Evans	
302	Proofreaders	
304	Office space for: 1. Senator J. D. Lynch 2. Secretary for Labor and Employment Relations, Beth Daily	
305	Office space for: 1. President Bill Norman 2. Secretary, Bobbie Murphy	
306	Office space for: 1. Senator Chet Blaylock	
308	Office space for: 1. Senator Bruce Crippen 2. Secretary, Rosemary Jacoby	
309	Office space for: 1. Senator Stan Stephens 2. Barbara Simic	
310	Office space for: 1. Senator Dave Fuller 2. Senator Chris Christiaens 3. Secretary, Tempie Renders	

(continued)

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ROOM NO. OCCUPIED BY:

311 Office space for:
 1. Senator Fred Van Valkenburg
 2. Secretary, Kelley Beard
 3. Legislative Aide to the President or
 Researcher

319 Office space for:
 1. Senator Joe Mazurek
 2. Secretary for Judiciary, Cindy Staley

331 State Administration Committee (M-F) (10-12 noon)
 Office space for:
 1. Senator Jack Haffey
 2. Secretary for State Administration, Glenda
 Pennington

366 Office space for:
 1. Ralph Erving
 2. David Elias
 3. Margaret Regan

367 Bills Distribution
 1. Bob Purdy
 2. Cindy Jeske

369 Office space for:
 1. Bonnie Wallem, Secretary of the Senate
 2. Vicki Lofthouse, Sec. to the Sec. of the
 Senate

Supreme Judiciary Committee
Court

402 Education and Cultural Resources (M,W,F)

404 Office space for (Committee Secretaries)
 1. Secretary for Local Government, Cheryl
 Ghilaridi
 2. Secretary for Fish and Game, Agnes Hamilton
 3. Secretary for Education and Cultural
 Resources, Jill Rohyans
 4. Secretary for Taxation, Nancy Aagnes

405 Natural Resources Committee (M,W,F) 1-3 p.m.
 Local Government Committee (T,Th,S) 1-3 p.m.

407 Office space for:
 Senator John Mohar
 Senator M. K. Daniels
 Senator Esther Bengtson

(continued)

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ROOM NO: OCCUPIED BY:

407A Infirmary

407B Office space for:
 1. Senator Max Conover
 2. Senator Dorothy Eck
 3. Secretary for Natural Resources, Cindy
 Peterson

410 Public Health, Welfare and Safety Committee
 (M,W,F) 1-3 p.m.
 Highways and Transportation Committee
 (T,Th,S) 1-3 p.m.
 Business and Industry Committee (M-F) 10-12 noon

411A Office space for:
 Senator Dave Manning

411B Senator George McCallum

 (The above 2 Senators are Deans of the respective
 caucuses)

412 Republican Office Space

413/415 Taxation Committee (M-F) 8-10 a.m.
 Agriculture, Livestock and Irrigation
 (M,W,F) 1-3 p.m.
 Labor and Employment Relations Committee
 (T,Th,S) 1-3 p.m.

414 Office space for:
 Senator Tom Towe

417 Senate Steno Pool

439 Assistant Sergeant-at-Arms' office space
 1. Ted Fiskevold

440/441 Office space for:
 1. Senator Mike Halligan
 2. Senator Larry Stimatz
 3. Secretary for Business and Industry,
 Carol Duval
 4. Secretary for Highways and Transportation,
 Margaret Bender

442 Office space for:
 1. Senator Paul Boylan
 2. Secretary for Agriculture, Rita Tenneson

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ROOM NO. OCCUPIED BY:

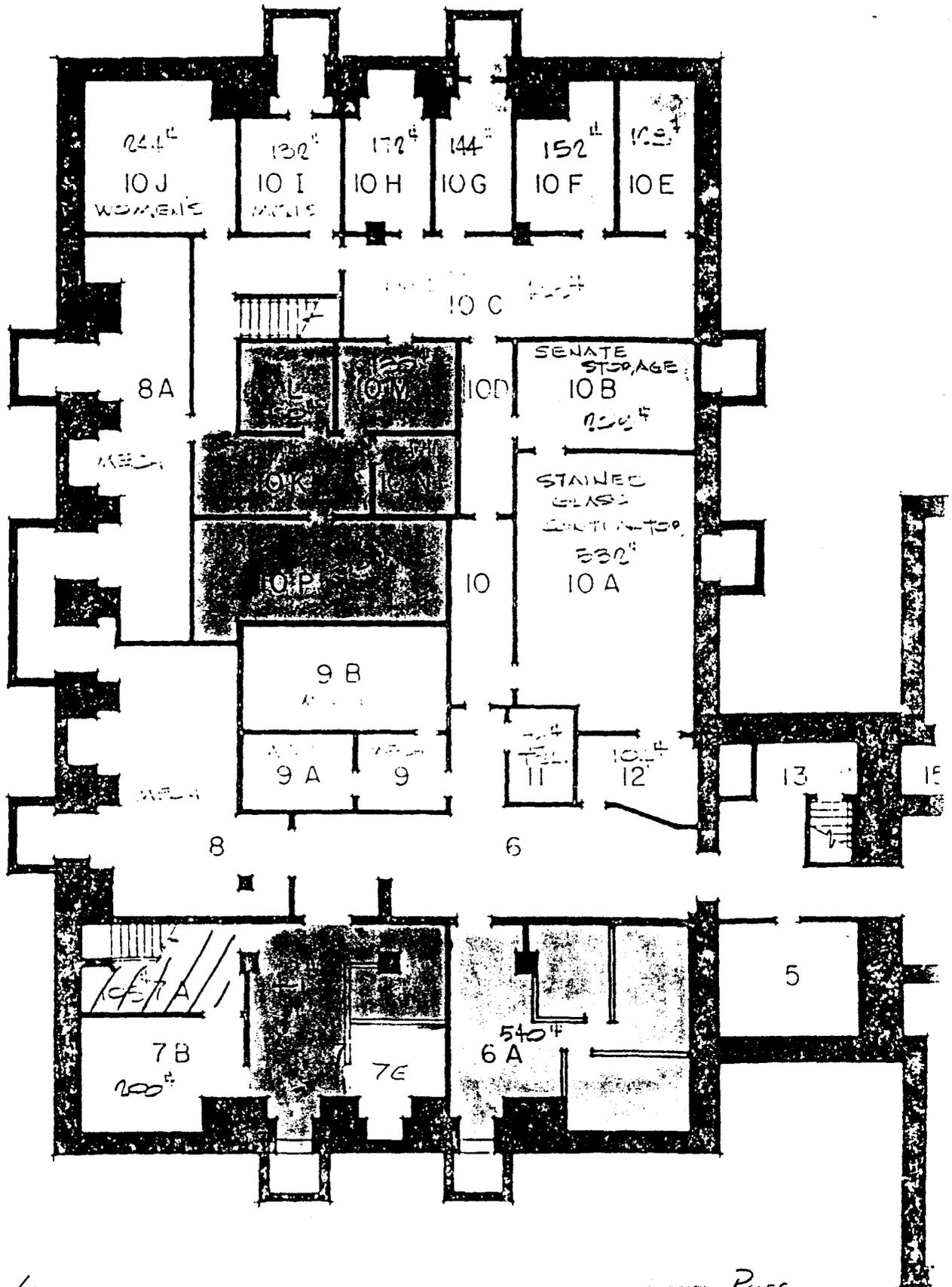
Basement:

10B Senate Storage

10H;10G

10F;10E Senate Democrat Offices, also possible
researcher and aide to the president

7B;7E Senate Interns



//// Shared House - Senate

- - - - - Press
 _____ Senate
 ██████████ House