

3/21/89

**HCR 10
(Uniform
Rules:
Committee
Records)**

HOUSE COMMITTEE REPORT

(7)

Date Referred: February 23, 1989

FURTHER REFERRALS:

Date of Committee Action: 3/2/89

The RULES Committee considered:

HCR 10

HOUSE CONCURRENT RESOLUTION NO. 10

[UNIFORM RULES: COMMITTEE RECORDS]

Proposing an amendment to the Uniform Rules of the Alaska State Legislature relating to committee records; and providing for an effective date.

RECOMMENDATIONS:

- be replaced with CS HCR 10 (Rules) the same title
- a new title
- have attached amendment(s)
- do pass
- do not pass
- no recommendation
- individual recommendations
- additional referral to the _____ Committee

ADOPTS: _____ letter of intent

ATTACHES NEW FISCAL NOTE(S):
(Dept)

APPROVES PREVIOUS:

(Date/Dept)

- fiscal impact _____
- zero fiscal note _____
- zero with analysis _____

- fiscal note(s) _____
- zero fiscal note(s) 2-23-89 LAH
- zero fn/analysis _____

SIGNING DO PASS:

SIGNING:

(Check approp. column)

Ben Sumner
Larry Madsen
Steve Cook
Arvin Taylor
David Doolley
John G. T.
Cliff Davidson

	Do Not Pass	No Rec	Amend

Ben Sumner
 Chairman's signature



Official Business

Alaska State Legislature

House of Representatives

Committee on Rules

P. O. Box V
Juneau, Alaska 99811

Phone:
(907) 465-3764
465-3765

MEMORANDUM

TO: House Rules Committee Members

FROM: Rep. Ben Grussendorf, Chairman
House Rules Committee

DATE: March 20, 1989

SUBJECT: PROPOSED CS HCR 10(RULES)

The proposed changes to CS HCR 10(JUD) are marked beginning on Page 2, line 10 of the attached proposed CS HCR 10(RULES).

On line 10 of both versions, the wording has been changed to reflect that these records are all kept with the committee until "the end of the second session of each legislature." (The Judiciary version incorrectly stated that these files were sent to the library at the end of each session or each legislature.)

There have been considerable problems in the past with the content and order of the committee files sent to the library for disposition at the end of each legislature. The proposed Rules CS provides a precise breakdown of the these materials.

Alaska State Legislature

House of Representatives House Judiciary Committee

P. O. Box V
State Capitol
Juneau, Alaska 99811
(907) 465-4990

M E M O R A N D U M

TO: Representative Ben Grussendorf, Chair
House Rules Committee

FROM: Representatives Peter Goll and Max Gruenberg
Co-Chairmen, House Judiciary Committee

RE: CSHCR 10 (Jud), proposing an amendment to the
Uniform Rules of the Alaska State Legislature
relating to committee records.

DATE: February 22, 1989

We are transmitting CSHCR 10 (Jud), which amends Uniform Rule 23 (f), relating to committee records.

The resolution was supported by the Alaska Court System, the Department of Law, the State Archivist, and the Legislative Reference Librarian, and received a unanimous "do pass" in House Judiciary. This testimony in support of the bill can be found in the February 20, 1989, committee minutes. (Number 418)

The resolution clarifies the requirement that committee minutes be made available upon request to anyone. Not just to committee members and the public.

It also requires that each committee make available to the Legislative Affairs Agency a copy of all committee minutes for entry into the legislative computer system, changing the "may" to "shall."

Finally, it specifies which materials go to the reference library at the end of session.

The Court System supported the list of specific items saying they were needed by the Administrative Office to

provide history of legislation and to perform research on various topics.

The Department of law endorsed this effort to improve retention of and access to legislative records, noting that improved availability of the material providing background for or foundation of Alaska law, will make their legislative research easier and the advice to state agencies better.

The Legislative Reference Librarian said that the legislation helps clarify which bill files must be sent to the library and what those files should contain. This is an important step in establishing a comprehensive legislative records management system, she said.

Finally, the State Archivist stated that the resolution was an important step toward ensuring that the permanently valuable records of the legislature are preserved and accessible. Since Legislative intent is so important in this state, legislative records are vital for legal and research purposes. They are one of the two most heavily used records groups in the archives.

Your assistance in bringing this bill to the floor is appreciated.

HOUSE COMMITTEE REPORT

(7)

Date Referred: February 1, 1989

FURTHER REFERRALS: RULES

Date of Committee Action: _____

The JUDICIARY Committee recommends that:

HOUSE CONCURRENT RESOLUTION NO. 10

[UNIFORM RULES: COMMITTEE RECORDS]

Proposing an amendment to the Uniform Rules of the Alaska State Legislature relating to committee records; and providing for an effective date.

[] be replaced with CS HCR 10 (JUDICIARY) [] the same title
[] a new title

[] have attached amendment(s)

- [] do pass
- [] do not pass
- [] no recommendation
- [] individual recommendations
- [] additional referral to the _____ Committee

ADOPTS: _____ letter of intent

ATTACHES NEW FISCAL NOTE(S):

- [] fiscal impact
- [] zero fiscal note LAA
- [] zero with analysis

APPROVES PREVIOUS:

- [] fiscal note(s) published: _____
- [] zero fiscal notes(s) published: _____

SIGNING DO PASS:

Peter Jare
Serry Marten
Cey Davidson
Mike Davis
Al Ellis
Mike Miller

SIGNING OTHER THAN DO PASS:
(Do Not Pass, No Recommendation, Amend)

Peter Jare
 CO- Chairman's signature

FISCAL NOTE

REQUEST:

Revision Date: _____
 Title: Proposing an amendment to the
Uniform Rules of the Alaska State Legislature...
 Sponsor: House Judiciary
 Requestor: House Judiciary

Affect Agency Legislative Affairs Agency
 BRU: Legislative Council
 Components Legal Services

EXPENDITURES/REVENUES: (THOUSANDS OF DOLLARS)

OPERATING	FY 89	FY 90	FY 91	FY 92	FY 93	FY 94
Personal Services						
Travel						
Contractual						
Supplies						
Equipment						
Land & Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING	0	0	0	0	0	0

CAPITAL	0	0	0	0	0	0
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REVENUE	0	0	0	0	0	0
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FUNDING: (THOUSANDS OF DOLLARS)

General Fund						
Federal Fund						
Other						
TOTAL	0	0	0	0	0	0

POSITIONS:

Full-Time	0	0	0	0	0	0
Part-Time	0	0	0	0	0	0
Temporary	0	0	0	0	0	0

ANALYSIS: (ATTACH A SEPARATE PAGE IF NECESSARY)

No fiscal impact

Prepared By: Pamela Stoops, Director
 Division: Administrative Services

Pamela Stoops

Phone: 465-3850
 Date: 2/23/89

Approved By: Warren Endicott, Executive Director
 Agency: Legislative Affairs Agency

Warren Endicott

Date: 2/23/89

DISTRIBUTION (BY PREPARER)
 LEGISLATIVE FINANCE
 LEGISLATIVE SPONSOR

REQUESTOR
 OFFICE OF MANAGEMENT & BUDGET
 AGENCY (IES)

Alaska State Legislature



House of Representatives House Judiciary Committee

P. O. Box V
State Capitol
Juneau, Alaska 99811
(907) 465-4990

MEMORANDUM

TO: Representative Ben Grussendorf, Chair
House Rules Committee

FROM: Hayden Kaden, Counsel *HK*
House Judiciary Committee

RE: HCR 10, amending Uniform Rules relating to
committee records.

DATE: February 27, 1989

A small problem in HCR 10 (Jud) was pointed out to me that I think the Rules Committee may want to take care of. Presently paragraph (5) on page 2 reads:

"(5) at the end of each session or each legislature, deliver to the legislative reference library a file for each bill considered by the committee that includes committee minutes, tapes, written testimony..... etc."

That language implies that the file should include the minutes and tapes. The way these files are actually handled is that the minutes and tapes are kept separately and a sheet of paper is put in the file referring one to the appropriate dates of hearings on the bills so that the minutes can be looked up in the minutes file. Thus, the better language for (5) should be:

(5) "at the end of each session or each legislature, deliver to the legislative reference library committee minutes, tapes, and a file for each bill considered by the committee that includes written testimony....etc."

If you have any questions, please contact me at 465-4990.



Official Business

Alaska State Legislature

House of Representatives

Committee on Rules

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(907) 465-3764
465-3765

MEMORANDUM

March 16, 1989

To: Hayden Kaden, Counsel
House Judiciary Committee

From: Jeannie Smith, Leg. Assistant
House Rules Committee *Jeannie*

Subject: PROPOSED CS HCR 10(RULES), amending Uniform Rules
relating to committee records.

We have scheduled CS HCR 10(JUD) for a hearing on Tuesday, March 21st at 8:00 a.m. The hearing will be in the Speaker's Chambers.

Attached is a copy of the Proposed CS HCR 10(Rules). I have marked the changes made to CS HCR 10(JUD).

In reference to the Judiciary version, Page 2, Lines 10 through 15 are now broken down in the Proposed Rules CS, on Page 2, Lines 10 through 20.

On line 10 of both versions, I have changed the wording to reflect that these records are all kept with the committee until "the end of the second session of each legislature." In speaking with the drafter(Tam Cook), she indicated that she thought the files were sent over at the end of each session when she drafted the legislation.

I have also more precisely listed the records which are delivered to the Legislative Reference Library to eliminate confusion and provide an actual "picture" of what occurs with these records at the end.



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House of Representatives

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Phone:
(907) 465-3764
465-3765

MEMORANDUM

TO: House Rules Committee Members

FROM: Rep. Ben Grussendorf, Chairman
House Rules Committee

DATE: March 20, 1989

SUBJECT: PROPOSED CS HCR 10(RULES)

The proposed changes to CS HCR 10(JUD) are marked beginning on Page 2, line 10 of the attached proposed CS HCR 10(RULES).

On line 10 of both versions, the wording has been changed to reflect that these records are all kept with the committee until "the end of the second session of each legislature." (The Judiciary version incorrectly stated that these files were sent to the library at the end of each session or each legislature.)

There have been considerable problems in the past with the content and order of the committee files sent to the library for disposition at the end of each legislature. The proposed Rules CS provides a precise breakdown of the these materials.

Original sponsor: Judiciary Committee

1 IN THE HOUSE

BY THE RULES COMMITTEE

2 CS FOR HOUSE CONCURRENT RESOLUTION NO. 10 (Rules)

3 IN THE LEGISLATURE OF THE STATE OF ALASKA

4 SIXTEENTH LEGISLATURE - FIRST SESSION

5 Proposing an amendment to the Uniform
6 Rules of the Alaska State Legislature
7 relating to committee records; and
8 providing for an effective date.

9 BE IT RESOLVED BY THE LEGISLATURE OF THE STATE OF ALASKA:

10 * Section 1. Rule 23(f) of the Uniform Rules of the Alaska State Legis-
11 lature is amended to read:

12 (f) Each standing, special, and joint committee shall

13 (1) [SHALL] record its meetings electronically and prepare
14 a log of the recording adequate to locate specific testimony;

15 (2) [SHALL] prepare minutes of each meeting of the commit-
16 tee on a standard form prescribed jointly by the Rules Committees of
17 the house and the senate; the minutes shall include

18 (A) a list of the names of each member present during
19 the meeting;

20 (B) a list of the name and affiliation of each witness
21 testifying before the committee;

22 (C) a brief statement of the position of the witness
23 on the subject testified upon; and

24 (D) each amendment formally considered by the commit-
25 tee, the name of the member moving adoption of the amendment, the
26 action taken on the amendment, and the yeas and nays if a commit-
27 tee member has requested a roll call vote on adoption of an
28 amendment;

29 (3) [SHALL] maintain a chronological file of minutes,

1 copies of which shall be made available upon request [TO COMMITTEE
2 MEMBERS AND THE PUBLIC; COMMITTEE MINUTES, TAPES AND OTHER MATERIALS
3 OF RESEARCH VALUE SHALL BE DELIVERED BY THE COMMITTEE AT THE END OF
4 EACH SESSION OR EACH LEGISLATURE TO THE LEGISLATIVE REFERENCE LIBRARY
5 FOR APPROPRIATE DISPOSITION];

6 (4) [MAY] make available to the Legislative Affairs Agency
7 a copy of all minutes of committee meetings during the session for
8 entry of the minutes as a data base on the legislative computer sys-
9 tem;

ADD:

10 (5) at the end of the second session of each legislature,
11 deliver to the legislative reference library

12 (A) a binder that contains an index and copies of all
13 minutes filed by date;

14 (B) tapes of committee meetings and logs for those
15 tapes prepared under (1) of this subsection; and

16 (C) a file for each bill or subject considered by the
17 committee that includes written testimony submitted to the
18 committee, state agency position papers and memoranda, bill
19 drafts considered by the committee, letters of intent adopted by
20 the committee, and other materials of research value.

21 * Sec. 2. The amendment proposed by this resolution takes effect on the
22 convening of the Second Session of the Sixteenth Alaska State Legislature.

23 [DELETE:]

10 (5) at the end of each session or each legislature, deliver
11 to the legislative reference library for appropriate disposition
12 committee minutes, tapes, written testimony if submitted for inclusion
13 in the record, state agency position papers and memoranda, bill
14 drafts, letters of intent, and other materials of research value.

15 * Sec. 2. The amendments proposed by this resolution take effect on the
16 convening of the Second Session of the Sixteenth Alaska State Legislature.



Representative Ben Grussendorf, Chair House Rules Committee

DATE: March 21, 1989

PLACE: H-Speaker's

SUBJECT OF MEETING:
HCR 10 Uniform Rules Re
Comm. H.R. Records
CSSBIO(FIN)AM: Early Funding for
Education

NAME	REPRESENTING	BUSINESS/PERSONAL MAILING ADDRESS	ZIP	(H) PHONE	(W) PHONE	DO YOU WANT TO TESTIFY?		WHAT SUBJECT/ WHICH BILL?
SHELLY GROWDEN	SEN. COGHILL	P.O. Box V, JUNEAU	99811		465-4997	<input checked="" type="radio"/>	<input type="radio"/>	CSSBIO(FIN)AM
						<input type="radio"/>	<input type="radio"/>	
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