

MAINE STATE LEGISLATURE

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LEGISLATIVE COUNCIL

APRIL 30, 1996

Lynn Randall
Legislative Council Info.

AGENDA

CALL TO ORDER

ROLL CALL

SUMMARIES OF MARCH 7 AND APRIL 2 COUNCIL MEETINGS

EXECUTIVE DIRECTOR'S REPORT

Item 1: Personnel Actions

- Resignation: Michael Higgins, Office of Policy & Legal Analysis (letter enclosed).

Item 2: Legislative Budget: Status Report

Item 3: Legislative Computer System: Request for Authorization to Proceed with Phase I of Proposed Migration of Applications to Client Server Network

Item 4: Performance Budgeting

- a. Recommendation for Implementation in Legislative Branch
- b. Statewide Implementation Issues Related to Legislative Oversight

REPORTS FROM COUNCIL COMMITTEES

Personnel Committee

Committee on State House Use and Improvements

OLD BUSINESS

NEW BUSINESS

Item #1: Recommendation Regarding Salary Adjustments for the Secretary of the Senate and the Clerk of the House (Memorandum from Senate President Butland and Speaker Gwadosky enclosed)

Item #2: Meeting of the Council of State Governments/Eastern Regional Conference in Portland, July, 1997

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

SEN. JANE A. AMERO
CHAIR
REP. ELIZABETH H. MITCHELL
VICE-CHAIR

Lynn Randall
Legislative Council Info.

SEN. JEFFREY H. BUTLAND
SEN. R. LEO KIEFFER
SEN. MARK W. LAWRENCE
SEN. BEVERLY MINER BUSTIN
REP. DAN A. GWADOSKY
REP. PAUL F. JACQUES
REP. WALTER E. WHITCOMB
REP. JOSEPH G. CARLETON, JR.
SARAH C. TUBBESING
EXECUTIVE DIRECTOR

117th MAINE STATE LEGISLATURE
LEGISLATIVE COUNCIL

MEETING SUMMARY

March 7, 1996

Approved April 30, 1996

CALL TO ORDER

The Chair, Senator Amero, called the Council to order at 3:55 p.m. in the Council Chamber.

ROLL CALL

Senators:	President Butland, Sen. Lawrence, Sen. Bustin, Sen. Amero Absent: Sen. Kieffer
Representatives:	Speaker Gwadosky, Rep. Jacques, Rep. Whitcomb, Rep. Mitchell Absent: Rep. Carleton
Legislative Officers:	Sally Tubbesing, Executive Director, Legislative Council Lynn Randall, State Law Librarian John Wakefield, Director, Office of Fiscal and Program Review David Boulter, Director, Office of Policy and Legal Analysis Margaret Matheson, Revisor of Statutes May Ross, Secretary of the Senate Joseph Mayo, Clerk of the House

SUMMARY OF FEBRUARY 6 COUNCIL MEETING

Motion: That the Summary be accepted and placed on file. (Motion by Rep. Mitchell; second by Rep. Jacques; unanimous).

EXECUTIVE DIRECTOR'S REPORT

- Item #1: Study to Increase Access to the Legislature and Government Services for Persons Who are Deaf or Hard-of-Hearing and to Make Progress Towards Compliance with the Americans with Disabilities Act: Report submitted pursuant to P.L. 1995, Chapter 426.**

Sally Tubbesing drew members' attention to a copy of the Report that had been prepared pursuant to Chapter 426, P.L. 1995, which required both the executive and legislative branches to conduct studies of the accessibility of their services to persons who are deaf and hard-of-hearing. She reported that, at Dave Boulter's suggestion, the study had been assigned staff like other interim studies, and acknowledged the thorough and thoughtful work that Colleen McCarthy and Carrie McFadden, both members of OPLA's staff, had done throughout the course of the study with guidance from Mr. Boulter. In a brief summary of the Report's major findings and recommendations, Ms. Tubbesing reported that the Legislature is generally in compliance with both the Americans with Disabilities Act and the Maine Human Rights Act, but that the study had identified several areas where additional steps could be taken to increase the accessibility of both the facilities the Legislature uses and the legislative process itself to disabled persons, noting that these are listed in the Executive Summary.

Motion: That the Council Chairs appoint a subcommittee to work with the Executive Director during the interim to oversee implementation of the recommendations, including the development of policies that are designed to strengthen the Legislature's efforts to assure access to the legislative process. (Motion by Rep. Jacques; second by Rep. Mitchell; unanimous).

Following the vote, Rep. Mitchell noted that the issue of ensuring the availability of interpreters at public hearings and work sessions is a very important one that would require the Council and the presiding officers to work closely with Committee Chairs in the 118th Legislature.

- Item #2: Productivity Bill: Analysis of Proposed Deappropriation from Legislative Accounts**

Ms. Tubbesing drew Council members' attention to the fact that the proposed Productivity legislation, which is currently being reviewed by the Appropriations Committee, includes a further deappropriation from the legislative account totalling \$146,384 over the Fiscal Year 1996-1997 biennium. This deappropriation is designed to cover the costs of the unfunded liability and retired employees' health insurance, which continue to be costs to the General

Fund even though positions have been eliminated. The figures in the bill were calculated using the total personal services deappropriations that had been identified for the Legislature's "productivity savings" in the budget passed last spring, rather than only those reductions attributable to the 17 positions that were eliminated. Ms. Tubbesing reported that she had recalculated the amount "owed" using only the salaries associated with the eliminated positions and verified these calculations with both the Office of Fiscal and Program Review and the Budget Office.

Sen. Amero stated that she had shared this information with Senator Hanley.

No Council action was required on this item.

REPORTS FROM COUNCIL COMMITTEES

None.

OLD BUSINESS

None.

NEW BUSINESS

Item #1: After Deadline Requests

Before proceeding with consideration of the After Deadline bill requests, Senator Amero asked Margaret Matheson if she would give the Council a brief update on the status of items in her office. Ms. Matheson responded that there were currently more than 30 bills that have not yet been released, and that 19 of these were new requests that had been filed within the past week. Of the newly-filed requests, half were bills that had been filed pursuant to law; 2 were pursuant to joint order; 4 were after deadline bills that the Council had previously approved for introduction; and 3 were new Governor's bills.

The Council proceeded to consider after deadline requests. The Council's action on these requests is included on the attached list.

Item #2: Submission of Study Reports:

- Enabling Legislation to Establish Water District Charter (Staff Study authorized by the Legislative Council on the recommendation of the Joint Standing Committee on Utilities & Energy).

Motion: That the proposed legislation be accepted.
(Motion by Rep. Jacques; second by Rep. Mitchell;
unanimous).

- **Commission on Higher Education Governance: Interim Report**

Motion: That the Interim Report be accepted and placed on file. (Motion by Rep. Mitchell; second by Rep. Jacques; unanimous).

- **Assisted Living Task Force (pursuant to P.L. 1995, Ch. 362)**

Motion: That the Report be accepted and placed on file. (Motion by Rep. Jacques; second by Sen. Bustin; unanimous).

Item #3: Legislative Review of Agency Rules: Implementation of New Statutory Requirements Pursuant to Chapter 463, P.L. 1995.

The Chair, Senator Amero, recognized David Boulter, who reported that he and his staff had begun trying to develop procedures to implement the new statutory requirements regarding the rule-making process that the Legislature had adopted last spring (Chapter 463, P.L. 1995). As this process has gone forward, staff have identified several policy issues raised by the bill that need to be resolved before procedures can be developed, and summarized these in a report which Council members had received. Mr. Boulter suggested that the Council might want to appoint a subcommittee to oversee the implementation process during the interim to ensure that the policy issues are addressed in a manner that is consistent with the Council's goals.

Senator Amero stated that it was important that an implementation plan be in place before the next Legislature convenes. She asked Council members who would be interested in participating on a subcommittee with her to let her know of their interest. Both Speaker Gwadosky and Representative Mitchell volunteered.

Senator Amero thanked Mr. Boulter and Mr. Elliott for preparing the report.

The Council took no other action on this item.

Item #4: Request for Authorization for a Subcommittee to meet during the Interim to Review the Budget for the Bureau of Motor Vehicles. (Memo from Sen. Stevens and Rep. Strout, Chairs, Joint Standing Committee on Transportation).

Motion: That the request be tabled pending further discussions with the Chairs of the Joint Standing Committee on Transportation. (Motion by Sen. Bustin; second by Rep. Jacques; unanimous).

ANNOUNCEMENTS AND REMARKS

None.

ADJOURNMENT

The Council meeting was adjourned at 4:45 p.m.

CORRECTED COPY

**LEGISLATIVE COUNCIL
ACTION ON REQUESTS TO INTRODUCE LEGISLATION
SECOND REGULAR SESSION
March 7, 1996**

		Action
SPONSOR:	Rep. Ahearne, Douglas J.	ACCEPTED
LR 3107	An Act to Increase the Debt Limit of the Madawaska Water District	
SPONSOR:	Sen. Begley, Charles M.	ACCEPTED
LR 3101	Resolve, to Reimburse a Lumber Company in Connection with Sales Tax Paid by the Company (Similar to LR 3121 - Sp. Kilkelly)	
SPONSOR:	Rep. Kilkelly, Marjorie L.	WITHDRAWN
LR 3121	An Act Concerning Reimbursement for Overpayment of Sales Taxes (Similar to LR 3101 - Sp. Begley)	
SPONSOR:	Sen. Lawrence, Mark W.	ACCEPTED
LR 3096	An Act to Establish an Appeals Process for Political Petitions	
SPONSOR:	Sen. Longley, Susan W.	ACCEPTED
LR 3156	Resolve, to Extend the Reporting Deadline of the Export Financing Services Study Group	
SPONSOR:	Sen. McCormick, Dale	ACCEPTED
LR 3124	An Act to Release the State's Interest in Certain Property	
SPONSOR:		ACCEPTED
LR 3069	An Act to Amend the Authority's Budget for Calendar Year 1996 (Department Bill from the Maine Turnpike Authority)	
SPONSOR:	Rep. Tuttle, Jr., John L.	ACCEPTED
LR 3157	An Act to Ensure that Employees are Compensated for Accrued Vacation Time in the Event of the Sale of a Business	

TABLED BY THE LEGISLATIVE COUNCIL

SPONSOR: Rep. Clark, Herbert E.

TABLED
03/07/96

LR 3120 An Act to Exempt Registered Maine Guides from
Unemployment Insurance Requirements

SPONSOR: Rep. Fitzpatrick, Michael J.

TABLED
10/22/95

LR 2917 An Act to Promote Hunting in the State by Persons
With Mobility Impairment or Dexterity Impairment
(Similar to LR 2786 - Sp. Ault rejected by Council 11/9/95)

SPONSOR: Rep. Fitzpatrick, Michael J.

TABLED
02/06/96

LR 3062 JOINT RESOLUTION MEMORIALIZING THE CONGRESS OF THE
UNITED STATES TO AMEND THE FEDERAL FOOD, DRUG AND
COSMETIC ACT AND THE FEDERAL PUBLIC HEALTH SERVICE
ACT TO FACILITATE THE DEVELOPMENT AND APPROVAL OF
NEW DRUGS AND BIOLOGICAL PRODUCTS

SPONSOR: Rep. Gates, Gordon P.

TABLED
11/09/95

LR 2929 An Act to Remove Megunticook Lake as a Source of
Water Supply

SPONSOR: Rep. Gerry, Belinda A.

TABLED
12/05/95

LR 2963 An Act Regarding Low-Income Home Energy Assistance
and Food Stamps

SPONSOR: Rep. Murphy, Eleanor M.

TABLED
03/07/96

LR 3123 An Act to Reduce the Notice and Hearing Requirements
Imposed on Quasi-municipal Corporations and Districts

SPONSOR: Rep. Plowman, Debra D.

TABLED
03/07/96

LR 3114 An Act to Outlaw Ultimate Fighting in the State of
Maine

SPONSOR: Rep. Townsend, Elizabeth

TABLED
10/22/95

LR 2926 An Act to Protect the Well Being of Maine's Elderly

SPONSOR: Rep. Wheeler, Edgar M.

TABLED
01/17/96

LR 3023 An Act to Repeal the 24-Hour Limit on Holding Juveniles
(Similar to LD 1796 - Governor's)

SEN. JANE A. AMERO
CHAIR

REP. ELIZABETH H. MITCHELL
VICE-CHAIR



SEN. JEFFREY H. BUTLAND
SEN. R. LEO KIEFFER
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SEN. BEVERLY MINER BUSTIN
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REP. JOSEPH G. CARLETON, JR.

SARAH C. TUBBESING
EXECUTIVE DIRECTOR

117th MAINE STATE LEGISLATURE

LEGISLATIVE COUNCIL

MEETING SUMMARY

April 2, 1996

CALL TO ORDER

The Chair, Senator Amero, called the Council to order at 11:20 p.m. in the Council Chamber.

ROLL CALL

Senators:	President Butland, Sen. Kieffer, Sen. Lawrence, Sen. Amero, Sen. Bustin
Representatives:	Speaker Gwadosky, Rep. Jacques, Rep. Whitcomb, Rep. Mitchell, Rep. Carleton
Legislative Officers:	Sally Tubbesing, Executive Director, Legislative Council John Wakefield, Director, Office of Fiscal and Program Review David Boulter, Director, Office of Policy and Legal Analysis Joseph Mayo, Clerk of the House

NEW BUSINESS

Item #1: Review of Study Bills on the Appropriations Table

Senator Amero drew Council members' attention to a list of bills that the Appropriations Committee had referred to the Council for review because they proposed studies to be conducted under the Council's oversight and with the support of non-partisan staff. Sally Tubbesing noted that the materials that had been distributed to members included copies of the "Engrosser" for each of the bills that incorporated the amendments that had been adopted to date.

Before proceeding with the consideration of each bill, Council members engaged in brief discussion which clarified the following:

- a) That all of the proposed studies included payment of per diem and expenses to legislative members of the study group. (Question raised by Rep. Mitchell)
- b) That the Appropriations Committee had set aside funds in the amount of \$16,330, an amount sufficient to fully fund the 4 bills. (Question raised by Sen. Amero)

The Council then proceeded to consider each of the bills; and the results are summarized on the enclosed table.

ADJOURNMENT

The Council meeting was adjourned at 11:46 p.m.

GENERAL LEGISLATIVE ACCOUNT
BUDGET & EXPENDITURE SUMMARY: FISCAL YEARS 1991 - 1996
(through March, 1996)

Salaries

3110 Permanent Regular
3210 Limited Period Regular
3310 Seasonal
3612 Overtime
3616 Retro Lump Sum
3631 Longevity Bonus

3810 Unemployment Compensation
3890 Per Diem

Total Salaries

FY 91 Actual	FY 92 Actual	FY 93 Actual	FY 94 Actual	FY 95 Actual
\$ 2,505,853	\$ 2,607,899	\$ 2,519,928	\$ 2,706,663	\$ 2,867,950
3,506,805	3,243,830	3,582,634	2,892,183	3,592,782
459,475	440,511	491,151	495,846	567,760
50,273	94,044	35,213	51,903	44,973
2,777	43,909	3,046	---	6,262
11,538	15,677	13,362	12,796	15,327
			34,048	
58,574	59,695	47,674	34,048	53,423
46,090	105,435	73,647	79,336	65,297
\$ 6,641,385	\$ 6,611,000	\$ 6,766,655	\$ 6,272,775	\$ 7,213,774

Available	FY 96 Actual thru 3/31	Projected thru 6/30	Projected Balance
\$ 2,941,961	\$ 2,030,320	\$ 2,831,961	\$ 110,000
3,223,330	2,644,376	3,173,330	50,000
730,983	335,868	580,983	150,000
61,742	60,977	76,742	(15,000)
---	---	---	---
19,960	15,473	15,473	4,487
46,500	61,711	76,350	(29,850)
64,500	60,390	64,500	---
\$ 7,088,976	\$ 5,209,115	\$ 6,819,339	\$ 269,637

Benefits

3901 Health Insurance
3905 Dental Insurance
3908 Retirees'/Health Ins.
3910 Retirement
3911 Group Life
3912 Medicare
3973 Child Care

Total Benefits

TOTAL PERSONAL SERVICES

\$ 909,337	\$ 928,452	\$ 978,206	\$ 1,017,272	\$ 1,151,215
64,632	56,603	54,326	68,549	56,491
1,262,072	1,235,604	1,279,981	928,215	1,073,462
15,650	15,412	15,894	15,049	16,066
40,799	40,824	50,357	45,242	61,689
800	900	600	600	1,919
\$ 2,296,190	\$ 2,280,695	\$ 2,379,364	\$ 2,074,927	\$ 2,360,842
\$ 8,937,575	\$ 8,891,695	\$ 9,146,019	\$ 8,347,702	\$ 9,574,616

\$ 1,434,064	\$ 823,188	\$ 1,334,064	\$ 100,000
69,478	49,003	59,478	10,000
	93,497	124,660	---
1,246,225	785,258	1,046,565	75,000
19,187	11,720	14,187	5,000
59,711	46,184	59,711	---
900	---	1,200	(300)
\$ 2,829,565	\$ 1,808,850	\$ 2,639,865	\$ 189,700
\$ 9,918,541	\$ 7,017,965	\$ 9,459,204	\$ 459,337

All Other

4000 Professional Services (Non-State)
 4100 Professional Services (State)

 4200 Travel/In-State
 4300 Travel/Out-of-State
 4500 Utilities
 4600 Rents
 4700 Repairs
 4800 Insurance

 4900 General Operations
 Postage
 Printing/Binding
 Photocopying
 Advertising
 Periodicals/Subscriptions
 Microfiche/Software
 Tuition/Dues
 Maintenance Contracts
 Miscellaneous

 5100 Food
 5300 Office Supplies
 5400 Clothing
 5600 Other Supplies/Books
 6800 Constituent Service Allowance
 6900 Misc. Payments/Claims
 8008 Interest

FY 91 Actual	FY 92 Actual	FY 93 Actual	FY 94 Actual	FY 95 Actual
\$ 119,983	\$ 112,488	\$ 84,515	\$ 56,720	\$ 93,231
1,000	30	---	198	---
1,471,421	1,133,764	1,449,942	830,609	1,258,477
164,384	67,401	93,047	98,069	33,283
218,709	206,417	254,636	280,248	271,296
415,855	301,975	327,830	270,448	237,080
108,342	213,298	117,310	148,942	338,563
2,367	12,227	25,928	19,421	7,247
(1,224,920)	(1,103,479)	(1,271,214)	(1,055,766)	(1,336,660)
220,819	176,798	198,469	216,540	212,226
702,018	734,564	761,638	580,730	790,756
75,614	111,341	66,774	64,772	52,635
56,993	22,714	94,650	62,465	112,505
10,135	7,886	(1,489)	15,888	13,262
16,433	30,736	80,206	92,551	97,796
21,962	4,920	57,646 ²	9,471	41,499
120,199	12,049	12,774	11,008	---
747	2,471	546	2,341	15,981
1,927	88	5,045	1,214	6,737
52,871	43,237	39,392	31,532	44,195
4,963	2,963	5,692	4,457	7,528
149,480	100,912	184,330	166,522	175,766
99,750	185,025	98,410	199,900	100,250
1,264	4,093	143,455	584	1,552
511	369	181	317	142
\$ 4,037,747	\$ 3,487,765	\$ 4,100,927	\$ 3,164,947	\$ 3,912,007

Available	FY 96		Projected Balance
	Actual thru 3/31	Projected thru 6/30	
\$ 179,236	\$ 124,678	\$ 129,236	\$ 50,000
2,525	1,503	2,525	---
1,012,415	681,403	757,415	255,000
87,719	42,364	52,719	35,000
290,041	268,279	290,041	---
399,640	71,111	249,640	150,000
81,670	46,748	56,670	25,000
15,300	19,287	19,287	(3,987)
(1,077,890)	(839,262)	(1,094,285)	(-26,395)
200,000	136,829	200,000	---
600,000	453,673	600,000	---
65,000	83,580	95,000	(30,000)
64,390	80,316	85,315	(20,925)
20,000	26,471	26,470	(- 6,470)
95,000	30,755	65,000	30,000
16,500	14,899	16,500	---
15,000	12,166	15,000	---
2,000	573	1,000	1,000
5,281	1,399	1,531	3,750
75,103	37,198	45,103	30,000
8,684	2,459	3,500	5,184
172,703	224,900	250,000	(77,297)
200,250	149,750	200,250	---
---	2,190	2,500	(2,500)
---	306	350	(350)
\$ 3,608,457	\$ 2,512,837	\$ 3,165,052	\$ 443,405

Total All Other

Capital

7200 Equipment
 7300 Major Improvements

\$ 32,214	\$ 9,603	\$ 60,351	\$ 53,643	\$ 165,245
14,691	---	---	---	---
\$ 46,905	\$ 9,603	\$ 60,351	\$ 53,643	\$ 165,245
\$ 13,022,227	\$ 12,389,063	\$ 13,307,297	\$ 11,566,291	\$ 13,651,868

Total Capital

TOTAL ACCOUNT

\$ 85,000	\$ 63,971	\$ 73,971	\$ 11,029
---	---	---	---
\$ 85,000	\$ 63,971	\$ 73,971	\$ 11,029
\$ 13,611,998	\$ 9,594,773	\$ 12,698,227	\$ 913,771

LEGISLATIVE ACCOUNT
CURRENT STATUS AND PROJECTED ENDING BALANCES

	Personal Services	All Other	Capital	Total
FY 96 Budget (with all adjustments)	\$ 9,918,541	\$ 3,608,457	\$ 85,000	\$ 13,611,998
Projected Expenditures thru 6/30/96	\$ 9,459,204	\$ 3,165,052	\$ 73,971	\$ 12,698,227
Projected Balance as of 6/30/96	\$ 459,337	\$ 443,405	\$ 11,029	\$ 913,771

Notes:

- Projected **Personal Services** balance has been projected since early January and will be **required** to meet the reductions in the Legislature's FY 97 budget that we had not previously pinpointed.
- Proposed allocation of projected **All Other** and **Capital** balances:

Reserve for Special Session	\$110,754
Computer "Application Migration"	189,680
State House "Capital Plan"	<u>154,000</u>
	\$454,434

April, 1996

LEGISLATIVE ACCOUNT

Analysis of Projected Balance Forward

		Estimated Amount
Personal Services		
Over Budget:		
Overtime	\$ 15,000	
Unemployment Comp	<u>\$ 29,850</u>	\$- 44,850
Under Budget:		
Salaries	\$ 314,487	
- Unfilled positions		
- Session employees		
- Longevity bonus		
Benefits	<u>\$ 189,700</u>	\$ 504,187
		\$ 459,337
All Other		
Over Budget:		
Insurance	\$ 3,987	
Photocopying	30,000	
Advertising	20,925	
Subscriptions	6,470	
Misc. "Minor" Equipment	77,297	
Misc. Payments/Claims	<u>2,850</u>	\$- 141,529
Under Budget:		
Professional Services	\$ 50,000	
Travel/In-State	255,000	
Travel/Out-of-State	35,000	
Rents	150,000	
Repairs	25,000	
Software	30,000	
Miscellaneous	1,000	
Food	3,750	
Office Supplies	30,000	
Clothing	<u>5,184</u>	\$ 584,934
		\$ 443,405

April, 1996

LEGISLATIVE COMPUTER SYSTEM
OBJECTIVES FOR MIGRATION TO CLIENT/SERVER NETWORK

- Provide a "windowed" environment for all system users.
- Maintain high level of system security.
- Maximize reusability of software (select software that can support more than one application).
- Develop systems that are easy to learn and use.
- Procure software and systems that can be maintained and customized by in-house staff.
- Ensure that the Legislature experiences no diminution of service during the transition period.
- Provide for cost-effective upgrades and future "transportability."
- Enhance access by the general public to public information (software selected should have capability of providing "WEB-compatible" applications).

April, 1996

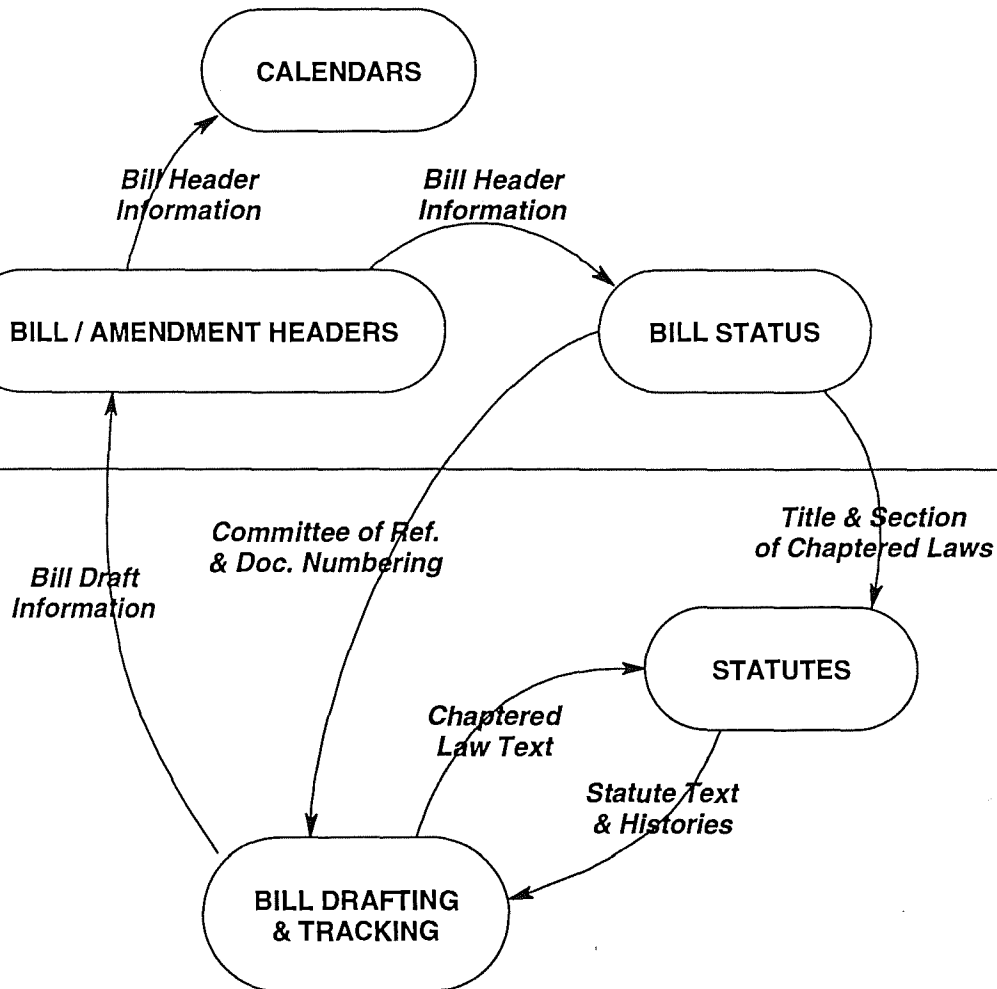
MAINE LEGISLATURE MIGRATION TO CLIENT/SERVER

PART III

SPECIAL PURPOSE DATABASES

PUBLICATIONS AND INDEXES

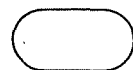
PART II



PART I



Data flow



Database(s), data and applications

MIGRATION OF "LEGACY" APPLICATIONS TO CLIENT/SERVER NETWORK

ESTIMATED COSTS: PART I ¹

Database Hardware and Software	\$ 30,000 ²
Document Management System (Including Search Tool)	80,000 ²
Software to Support Conversion of Statutes	8,500
Application Development Tools	
WIN 95 Upgrade	70,000
WINLOC or LIGHTSPEED (Includes required servers)	35,000
WEB Server	25,000
Technical Consultation & Support (6 weeks 5/15 - 12/31/96)	<u>50,000</u>
	\$298,500

Notes:

1. Estimates include complete "migration" of Statute Database and Bill Drafting & Tracking System to Client/Server Network. Tools purchased to support these projects will also be used to:
 - a. Convert Calendar documents to **WORD**; and
 - b. Develop Windows-based "Benchmark Bill Status" System
2. Cost estimates for software include support & maintenance for the product, as well as training for appropriate Information Systems staff.

April, 1996

LEGISLATIVE COMPUTER SYSTEM

Available Funds

FY 96 (current year)

Software	\$ 30,000	
Equipment Purchase/Support	150,000	
Capital Equipment	<u>10,000</u>	
		\$190,000

FY 97

Software	\$100,000	
Equipment Purchase/Support	300,000	
Capital Equipment	<u>20,000</u>	
		<u>\$420,000</u>
Total Available		\$610,000

Performance Budgeting Notes

March 29, 1996

Performance Budgeting Requirements Enacted

LD 1790, a bill requiring agency strategic plans and performance budgets for all entities that receive a state appropriation or allocation, was enacted by the Legislature on March 26. Bill provisions include:

- By August 1, 1996, each agency will develop a strategic plan. In developing plans, agencies will consult with and receive comments from its policy committee. Plans are submitted to the State Planning Office, the Bureau of the Budget, the Office of Fiscal and Program Review, and the agency's legislative policy committee.
 - By September 1, 1996, each agency will develop a performance-based budget for at least one of its significant programs or subprograms. Programs are to be selected in consultation with the Bureau of the Budget, the Office of Fiscal and Program Review, and the agency's legislative policy committee.
 - By February 1997, each agency will submit its strategic plan and pilot performance budget to the new members of their legislative policy committee.
 - By September 1, 1997, each agency will develop joint objectives and strategies for at least one program that shares a common goal with one or more other agencies.
 - By September 1, 1997, the State Budget Officer and the Director of the Office of Fiscal and Program Review will, in consultation with agencies, establish policy areas that ultimately will be the basis for performance budgeting. The policy areas represent a coming together, in cooperative working relationships, of agencies that have or should have common goals and objectives.
-

- By June 30, 1998, agencies within each policy area will develop joint strategic plans, including joint objectives and strategies.
- By September 1, 1998, agencies within each policy area will develop budgets tied to their joint strategic plan.
- Each agency shall consult its legislative policy committee during the development of strategic plans and performance budgets by policy area.

The bill also specifies a job training demonstration project for the development of a performance budget that crosses department lines and it contains definitions, a sunset provision, and a fiscal note for legislative committee expenses.

Training Opportunities

Another train-the-trainer program is planned for anyone who missed the February sessions. This training is an intensive three and one-half days featuring case studies and hands-on work with Maine's strategic planning model. In addition to an in-depth understanding of the model, trainers are provided process and facilitation skills to assist with conducting in-house training and coordination of their agency's strategic planning process. Commissioners or agency heads can nominate trainers by contacting Jody Harris at SPO or Elaine Trubee at the State Training Office.

Another one-day orientation of Maine's strategic planning/performance budgeting model is designed specifically for small agencies and staff that cannot attend the three-day program. The session may also be beneficial to agency heads, senior managers, or other trainers who would like an overview of strategic planning/performance budgeting.

Involving Legislative Policy Committees

Legislators are one of several groups, and one of the most important, that each agency will be consulting during their plan development. It is crucial that an agency build

Training Schedule

Title: Strategic Planning & Performance Budgeting Orientation

Date: April 18

Time: 8:15-4:30

Location: Nash School

Fee: none

Contact: Carol Fleury,
287-4400

Preregistration required

Title: Strategic Planning & Performance Budgeting Train-the-Trainer

Date: April 30-May 3

Time: 9:00-4:00

Location: TBA

Fee: \$60 pp

Contact: Jody Harris,
287-3261/Elaine Trubee
287-4400

Trainers must be nominated by Agency Head or Commissioner

agreement with its policy committee on goals and objectives prior to asking them to make funding decisions on them.

Since the Legislature will adjourn shortly, timing is critical. Agencies should meet with the committee early on and ask for their input in how they would like to be involved in the process. Depending on your agency's mission, you might need to involve more than one policy committee.

Engage the Committee

Informing the committee and asking for their reaction may not be enough. It is important to engage the committee. For many of them, they have never been asked to think in a visionary way about an agency's mission and policy goals. Also, they may not be familiar with the concepts of performance budgeting and outcome-based objectives. They may need assistance from the agency with understanding the new approach and with thinking strategically.

STATEWIDE GOALS BEING DEVELOPED

Maine's strategic planning is conducted at different levels of state government. The Governor and his administration initiate the planning process by establishing a statewide mission/vision and broad policy goals. These serve as the

- Ask the committee chairs to help you identify 1-3 specific committee members who could serve on an advisory committee of external stakeholders.
- Meet with the entire committee on a regular basis (1-3 times during your plan development) and review with them important milestones (i.e. 1st-identify key issues, 2nd-draft mission and goals, and 3rd-draft objectives).
- Provide copies of working drafts to committee members and ask for their reaction verbally or in writing.
- Invite the committee to join the agency's senior management orientation session.
- Ask the committee to participate in focus groups of external stakeholders.
- Survey committee members about key issues, challenges, and opportunities facing the agency.
- Ask the committee to take on a specific role such as leading the effort to involve stakeholders (Dept of Corrections is doing this) or chairing a focus group.
- Use brainstorming and nominal group process techniques to have the committee identify priorities among issues and/or goals.

foundation for the agency strategic planning process. Agency strategic plans should be developed in a manner that is consistent with the statewide vision and goals. Governor King and his cabinet will be developing a series of goals this spring and early summer. The goals will be broad statements of policy that crosscut departments and agencies.

CRITICAL MILESTONES: AGENCY PLANNING MUST BE UNDERWAY

In order to complete a strategic plan by August 1, 1996, is critical that agency planning be now underway. To stay on track, agencies need to have completed a preplan, appointed its strategic planning team/coordinator, identified its stakeholders, met with its policy committee, and conducted its training for senior management staff during the month of March. April should be dedicated to drafting mission statements, goals, and objectives and working with stakeholders. By May 31, each agency will select a program or significant subprogram (in consultation with the Bureau of the Budget, Office of Fiscal and Program Review, and their legislative policy committee) for which to pilot performance budgeting in its 1998-99 biennial budget proposal. Contact your performance budgeting training/technical assistance team, your budget analyst, or the State Planning Office for assistance.

WHAT IS A PERFORMANCE BUDGETING PROGRAM?

Agencies are required to select a program or significant subprogram to pilot performance budgeting in the next biennial budget. The intention is that agencies will be able to learn the ins and outs of this method by applying it to a single program first. Specifically defined, a program is

“a grouping of activities and expected results that are directed towards the accomplishment of a set of goals and objectives and represents a department, bureau, division, or operational entity to which the Legislature appropriates or allocates resources as defined by the State

- Consider selecting an activity that represents 5-10% of your agency's budget
- Avoid difficult programs. Administration does not lend itself to clear performance measurement. It is a support activity, not a program. Programs that stray from your agency's mission may present administrative difficulties due to their unique needs.
- Select programs for which you already collect data and that can be clearly measured. If you begin with a program for which there is no baseline data, it will be difficult to set measurable objectives or to even know what your outcomes should be.

Budget Officer and the Legislative Council or the council's designee." A subprogram is "a grouping of activities and expected results that are directed towards a set of measurable objectives and represents a subset of a program." In cases, where an agency's allocation or appropriation represents a single line item or program, it does not necessarily mean that an agency must develop performance budgets for all of its activities. Working with the budget office and legislature, agencies can carve out a set of activities to which to tie its performance budget.

Agencies should carefully consider which of their programs are most suitable for their first effort at performance budgeting. Selected programs or subprograms need to ensure that outcome measures are developed for broad, visible, priority policy activities rather than small programs that do not greatly impact an agency's budget, yet not to be too large as to overwhelm the agency initially. It is recommended that agencies wait to select a program until they have developed their goals and objectives as a result of their strategic planning process.

Editor:

Jody Harris, Strategic Planning Coordinator
State Planning Office, 38 State House Station
Augusta, ME 04333
Tel: (207) 287-3261

Performance Budgeting Notes are developed from the state's weekly meetings of performance budgeting trainers. Trainers meet every week on Friday at 9:00 a.m. at the Nash School to share experiences, ask questions, and learn from each other.

76 trainers from across state government are trained in Maine's strategic planning model. Those trainers are now instrumental in assisting with the development of strategic plans in many agencies in preparation for performance budgeting.

Training/technical consultant teams have been created for state agencies and are available, upon request, to assist throughout the strategic planning process. Contact: Jody Harris, 287-3261, Joe Shaw, 624-7810, or Elaine Trubee, 287-4400

**STATE HOUSE
PROPOSED CAPITAL IMPROVEMENT PLAN**

April, 1996

PROPOSED PHASE I.

PROJECT #1: ROOF REPLACEMENT & LOW DOME REPAIRS	ESTIMATED COST	PRIORITY								
<p>Problems:</p> <p>The annual roof audit has documented an acceleration in the roof's deterioration which is due, in part, to the fact that it is necessary to shovel the flat roofs each winter.</p> <p>Investigation into major leaks on the south wall of the Senate Chamber this winter revealed that the EPDM membrane on both of the granite shelves below the main roof needs to be replaced.</p> <p>Proposed Project Scope Includes:</p> <ul style="list-style-type: none">• Roof repairs and replacement as required.• Structural reinforcement .• Replacement of membranes on dome shelf and granite shelves.• Restoration of skylights in Senate & House Chambers and 4th floor corridors.• Repainting Senate & House Chamber ceilings according to Restoration Plan.	<table><tr><td>Construction Contract:</td><td>\$613,000</td></tr><tr><td>Architectural/Engineering Services</td><td>\$ 91,650</td></tr><tr><td>Clerk</td><td><u>\$ 7,500</u></td></tr><tr><td>Estimated Total Project</td><td>\$712,150</td></tr></table>	Construction Contract:	\$613,000	Architectural/Engineering Services	\$ 91,650	Clerk	<u>\$ 7,500</u>	Estimated Total Project	\$712,150	<p>High. Postponement will increase probability of damage to State House interior.</p>
Construction Contract:	\$613,000									
Architectural/Engineering Services	\$ 91,650									
Clerk	<u>\$ 7,500</u>									
Estimated Total Project	\$712,150									

PROJECT #2: STATE HOUSE SYSTEMS "HIGHWAY" (Design Study)	ESTIMATED COST	PRIORITY										
<p>The primary objective of this project is to identify methods for distributing building system services (including fire alarm; fire suppression; ventilation/air handling; telephone, electrical and computer network wiring & cabling; audio and video broadcast) to all user spaces through the State House in such a way that:</p> <p>a. The architectural features and historic character are preserved;</p> <p>b. Systems may be maintained without significant impact on finishes;</p> <p>c. Systems may be modified and/or supplemented in the future without significant disturbance.</p> <p>Project scope includes completion of requirements study and design documents for all systems, and completion of construction documents for sound system.</p>	<table><tr><td>Design Study/all systems</td><td>\$ 49,400</td></tr><tr><td colspan="2">Sound System Construction Documents:</td></tr><tr><td>House</td><td>\$ 15,300</td></tr><tr><td>All Other Areas</td><td><u>\$ 48,000</u></td></tr><tr><td>Estimated Total Project</td><td>\$112,300</td></tr></table>	Design Study/all systems	\$ 49,400	Sound System Construction Documents:		House	\$ 15,300	All Other Areas	<u>\$ 48,000</u>	Estimated Total Project	\$112,300	<p>High. Information developed is required before sound system can be replaced. This study will also allow future projects to incorporate new standards for wiring, resulting in more cost effective and "aesthetically-appropriate" work.</p>
Design Study/all systems	\$ 49,400											
Sound System Construction Documents:												
House	\$ 15,300											
All Other Areas	<u>\$ 48,000</u>											
Estimated Total Project	\$112,300											

PROJECT #3: SENATE CHAMBER/PLASTER AND PAINT REPAIR	ESTIMATED COST	PRIORITY
Problem: Appearance of Chamber Proposed Project Scope: Estimate includes estimated cost of lead paint removal.	 Estimated Total Project \$ 20,000	

PROJECT #4: HOUSE GALLERY REFURBISHING	ESTIMATED COST	PRIORITY
Problem: Both the lack of a handrail and frayed carpet pose safety issues to visitors -- and a liability to the Legislature Proposed Project Scope: Install handrail down center aisle; replace carpet	 Estimated Total Project \$ 5,000	 Improve Safety

PROJECT #5: REVISOR'S OFFICE & UPGRADE MECHANICAL/ ELECTRICAL & REFURBISH	ESTIMATED COST	PRIORITY
Problems: Investigation of frequent computer "crashes" reveals that wiring needs to be redone to ensure safety. Electrical wiring has "sparked" on several occasions. Carpet, which was installed in 1983, has been cited as violating OSHA standards. Proposed Project Scope: Upgrade all wiring (power, data, voice, sound system); replace lights and air conditioner. Refurbishing to include replacement of carpet, painting and patching. Reconfigure lawyers' offices at north end to make better use of space.	 Construction Contract: \$126,300 Architect/Engineer: <u>30,000</u> Estimated Total Project \$156,300	 Address significant; safety issues. Improve functioning of office

PROJECT #6: REFURBISH STATE OFFICE BUILDING COMMITTEE ROOMS -- 105, 107, 109	ESTIMATE COST	PRIORITY
<p>Problem:</p> <p>Rooms do not provide an appropriate setting for the conduct of legislative committee business.</p> <p>Proposed Project Scope:</p> <p>Improve acoustical properties, replace ceilings and overhead lighting; recarpet and paint. Extend Room 113 sound system into Room 109.</p>	<p>Estimated Total Project \$189,000*</p> <p>*Includes allowances for lead abatement (paint) and asbestos abatement (ceiling tiles).</p>	

PROJECT #7: COMPLETE DOOR HARDWARE CONVERSION	ESTIMATED COST	PRIORITY
<p>Problem:</p> <p>Current door hardware does not meet ADA standards. Phase I, completed in January, 1996, involved replacement of hardware on 3rd floor offices and all committee offices and hearing rooms in State House.</p>	<p>Total Project Cost (quote) \$ 35,425</p>	<p>Required to comply with ADA</p>

PROJECT #8: REPLACE DETERIORATING DOORS	ESTIMATED COST	PRIORITY
<p>Problem:</p> <p>Doors to "Vestibule" doors at North Entrance on 2nd floor, no longer close properly..</p> <p>Proposed Project Scope:</p> <p>Replace doors (both are oversized, double doors)</p>	<p>Total Estimated Project \$ 63,500</p>	<p>Security issue.</p>

PROJECT #9: LIFE SAFETY STUDY	ESTIMATED COST	PRIORITY
<p>Proposed Project Scope:</p> <p>Study would involve development of design approaches to implement fire protection in various areas of building.</p>	<p>Estimated Total Cost \$ 10,300</p>	<p>High. Again, this study will be one of the building blocks for all future work throughout the State House.</p>

PROPOSED PHASE II:

PROJECT #1: REPLACEMENT OF STATE HOUSE SOUND SYSTEM	ESTIMATED COST	PRIORITY												
<p>Problems:</p> <p>Rate of failure of system has increased. Failure of system is not only an inconvenience, but disrupts proceedings, slows the process, and has, on occasion, damaged the taped recording of the session.</p> <p>Proposed Project Scope:</p> <ul style="list-style-type: none">• Replacement of equipment and installation of new wiring.• Installation on the wiring for other systems (electrical & Data processing) under raised floor in House Chamber.• Programming, design, construction document preparation.	<p>Preliminary Construction Estimates</p> <table><tr><td>House Chamber</td><td>\$250,000 - \$300,000</td></tr><tr><td>Senate Chamber</td><td>90,000 - 115,000</td></tr><tr><td>Committee Hearing Rooms (each)</td><td>16,000 - 24,000</td></tr><tr><td>Offices</td><td></td></tr><tr><td>Old Museum Area & Hall of Flags</td><td>10,000 - 20,000</td></tr><tr><td>Architect/Engineering</td><td>21,000</td></tr></table> <p>Note: All estimates will be confirmed in Phase I, with completion of Sound System Study.</p>	House Chamber	\$250,000 - \$300,000	Senate Chamber	90,000 - 115,000	Committee Hearing Rooms (each)	16,000 - 24,000	Offices		Old Museum Area & Hall of Flags	10,000 - 20,000	Architect/Engineering	21,000	<p>Critical to Legislature's ability to function.</p> <p>ADA Compliance</p>
House Chamber	\$250,000 - \$300,000													
Senate Chamber	90,000 - 115,000													
Committee Hearing Rooms (each)	16,000 - 24,000													
Offices														
Old Museum Area & Hall of Flags	10,000 - 20,000													
Architect/Engineering	21,000													

PROJECT #2: FIRST FLOOR SLAB REPAIR	ESTIMATED COST	PRIORITY
<p>Problem:</p> <p>Although precise cause of buckling tiles has not been determined, testing confirms that slab continues to move.</p> <p>Proposed Project Scope:</p> <ul style="list-style-type: none"> Remove and replace concrete slab expansion joints. Install fire doors at both stairwells Relocate ceiling-mounted piping and conduit Upgrade corridor lighting <p>Note: This may provide an opportunity for installing conduit below slab.</p> <p>Work would also involve repainting all corridor walls and offices and recarpeting affected offices.</p>	<p>Estimated Project Cost \$311,300</p>	<p>Note: Project should be carried out after completion of Utilities Highway, and prior to, or concurrently with, Perimeter Drainage Project.</p>

PROJECT #3: INSTALL PERIMETER DRAINAGE SYSTEM	ESTIMATED COST	PRIORITY
<p>Core samples taken around the State House indicated that there is no system for draining water away from the State House. "Blistering" plaster and paint on outside walls at base of stairwells on 1st floor and 1st floor offices (Proofreaders' Room and Labor Committee Room indicate that there is continuing moisture seepage.</p> <p>Proposed Project Scope:</p> <p>Includes excavation around the building, installation of piping , application of a waterproofing material, backfill and restoration of landscaping.</p> <p>Note: Project could be expanded to include restoration of East Stairs.</p>	<p>Estimated Project Cost \$110,000</p>	<p>The addition of a drainage system is critical to the integrity of the State House masonry. Walls in many 1st floor offices that have been replastered and repainted, "blister" within 2 years.</p>

PROJECT #4: 4th FLOOR CORRIDORS	ESTIMATED COST	PRIORITY
<p>Proposed Project Scope:</p> <ul style="list-style-type: none"> • Install fire doors • Replace handicapped ramp in West Wing • Patch and repaint corridor walls 	<p>Fire Barriers (To be determined)</p> <p>Replace ramp (To be determined)</p> <p>Patch/paint walls & ceiling \$ 61,950</p>	

PROJECT #5: REPAIR/REPAINT 2ND & 2RD FLOOR CORRIDORS, WALLS & CEILINGS	ESTIMATED COSTS	PRIORITY
<ul style="list-style-type: none"> • Patch/paint • Repair plaster moldings • Install any duct work required as result of "Systems Highway Study" • Install Fire barriers ("curtains"?) 	<p>(To be determined)</p>	

Project #6: REPAIR/REPAINT STAIRWELLS	ESTIMATED COST	PRIORITY
	<p>Estimated Project Cost: \$ 82,000</p>	

PROPOSED FUTURE PROJECTS (PHASE III and beyond)

PROJECT #1: ENHANCE WHEELCHAIR ACCESSIBLE ENTRANCE	ESTIMATED COST	PRIORITY
<p>Proposed Project Scope:</p> <ul style="list-style-type: none"> Review options with objective of improving functionality and aesthetics 	(To be determined)	
PROJECT #2: RESTORE SENATE CHAMBER	ESTIMATED COST	PRIORITY
<ul style="list-style-type: none"> Replace Carpet Replace Window Treatment Repaint (fabrics, colors and designs to be consistent with "Master Plan") 	(To be determined)	
PROJECT #3: REHABILITATE "OLD MUSEUM AREA"	ESTIMATED COST	PRIORITY
<p>Proposed Project Scope:</p> <ul style="list-style-type: none"> Work with representative group to determine how to use the area more effectively for "gathering" school groups & others). Set Klir Beck displays off as a small "gallery" and make necessary repairs to these displays. 	(To be determined)	

"GENERAL OFFICE REHABILITATION"	ESTIMATED COST	PRIORITY
<p>Proposed Project Scope:</p> <ul style="list-style-type: none"> • Patch Every 2 years • Repaint (walls/ceiling) Every 6 years • Recarpet Every 8 years • Furnishings As needed • Upgrade systems Per study 	<p>"Finish upgrades: \$ 60/sq. ft (average)</p> <p>Electrical/mechanical: variable</p>	

STATE HOUSE REPAIRS AND IMPROVEMENTS

Available Funds

FY 95: Balance Forward	<u>\$601,650</u>	
		\$ 601,650

FY 96: Projected Balance

Legislative Account	\$150,000	
State House & Capitol Park Commission	<u>80,000</u>	
		\$ 230,000

FY 97: Budget

Legislative Account		
Repairs	\$ 75,000	
Capital Purchases	75,000	
State House & Capitol Park Commission	<u>\$120,000</u>	<u>\$ 270,000</u>

Total Available (est.)		\$1,101,650
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117th Maine Legislature

Jeffrey H. Butland
President of the Senate

Dan A. Gwadosky
Speaker of the House

March 14, 1996

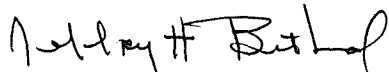
Sen. Jane A. Amero, Chair
Rep. Elizabeth H. Mitchell, Vice Chair
Legislative Council
State House, Station # 115
Augusta, Maine 04333

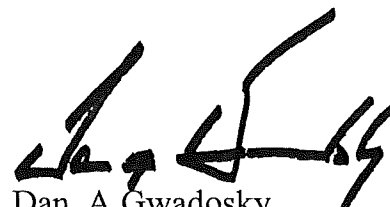
Dear Sen. Amero and Rep. Mitchell:

Pursuant to Title 3, Section 162 (A) of the Maine Revised Statutes, we recommend that the Personnel Committee of the Legislative Council review the salaries of the Clerk of the House and the Secretary of the Senate to determine whether these officers are eligible for step increases, and whether step increases are appropriate. We understand that both the Clerk of the House and the Secretary of the Senate are currently paid at Step 4 of Pay Grade 14. A step increase would move them to Step 5 in Grade fourteen.

If you have any questions, please do not hesitate to contact us.

Sincerely,


Jeffrey H. Butland
President, Maine Senate


Dan. A Gwadosky
Speaker of theHouse

TITLE 3
CHAPTER 7
LEGISLATIVE COUNCIL
SUBCHAPTER I
GENERAL PROVISIONS

3 § 162-A. Salaries subject to adjustment by Legislative Council

Notwithstanding any other provisions of law, the salaries of the following legislative officials are at the salary ranges indicated in this section. Except as provided below, at the time of initial appointment the salary of each of these officials may be set at Step A or Step B, but no higher than Step B, of their respective ranges, except that any employees of the office of the Secretary of the Senate or the office of the Clerk of the House of Representatives at the time of initial appointment must have their salary set at a step within their respective salary range so that no loss of gross pay is experienced by those employees. The Legislative Council may adjust the salary of each official by one step for each year of continuous service after the initial appointment to office.

The salary ranges shall be those established by the Legislative Council for legislative staff. No other state salary may be paid to these officials.

1. **Range 14.** The salaries of the following state officials and employees shall be within salary range 14:

Secretary of the Senate; and

Clerk of the House of Representatives.

2. **Range 9.**

(Repealed).

HOURLY	14	24.85	26.08	28.42	29.86	31.33	32.91	34.55	36.28	38.09
WEEKLY		994.00	1,043.20	1,136.80	1,194.40	1,253.20	1,316.40	1,382.00	1,451.20	1,523.60
BI-WEEKLY		1,988.00	2,086.40	2,273.60	2,388.80	2,506.40	2,632.80	2,764.00	2,902.40	3,047.20
ANNUAL		51,688.00	54,246.40	59,113.60	62,108.80	65,166.40	68,452.80	71,864.00	75,462.40	79,227.20
PREM RATE		37.28	39.12	42.63	44.79	47.00	49.37	51.83	54.42	57.14
HOURLY	15	26.73	28.04	30.54	32.09	33.69	35.36	37.14	39.01	40.95
WEEKLY		1,069.20	1,121.60	1,221.60	1,283.60	1,347.60	1,414.40	1,485.60	1,560.40	1,638.00
BI-WEEKLY		2,138.40	2,243.20	2,443.20	2,567.20	2,695.20	2,828.80	2,971.20	3,120.80	3,276.00
ANNUAL		55,598.40	58,323.20	63,523.20	66,747.20	70,075.20	73,548.80	77,251.20	81,140.80	85,176.00
PREM RATE		40.10	42.06	45.81	48.14	50.54	53.04	55.71	58.52	61.43

CSG / ERC '97

IMPORTANT DATES

1996 Annual Meeting: Princeton, New Jersey

Sunday, July 14 - Thursday, July 18

1997 Annual Meeting: PORTLAND, MAINE

Sunday, July 27 - Thursday, July 31



1996 CFC/ERC Annual Meeting

July 14-18, 1996

The Marriott Hotel
Princeton, New Jersey

Preliminary Business Program Highlights

Topics:	Economic Development/Fiscal Affairs <ul style="list-style-type: none">• Regional Economic Trends• Information Technology• Federal Budget Impacts	Criminal Justice <ul style="list-style-type: none">• Juvenile Justice• Marketing Criminal Justice Reform
	Environment <ul style="list-style-type: none">• Environmental Technology• Permit Process Streamlining	Health & Social Services <ul style="list-style-type: none">• Medicaid Managed Care
	Other <ul style="list-style-type: none">• Elections '96• Race Relations• Ethics• Federalism Devolution• Privatization	
	Keynoters:	
	Fred Barnes <i>McLaughlin Group</i> Dee Dee Myers, Co-Host <i>CNBC's Equal Time</i> Stuart Varney, Host <i>CNN Business Day</i> Len Lauer, President & CEO <i>Bell Atlantic - NJ</i> Dr. Alan Rosenthal <i>Eagleton Institute</i> Jim Brown, President <i>Amer-I-Can Academy</i> Senator Bill Bradley <i>Invited</i> Governor Christine Todd Whitman <i>Invited</i>	
Special Events:	<ul style="list-style-type: none">• Northeast Legislative Leaders Forum• Juvenile Justice Forum• Technology and Government Forum• Northeast Conference on Lobbying Forum• Site Visits to the Sarnoff Center and New Jersey Boot Camp	

Council of State Governments
Eastern Regional Conference

1996 Annual Meeting

Princeton Marriott - Princeton, New Jersey
July 14 - 18, 1996

Preliminary Agenda

Saturday, July 13

- | | |
|-----------------|---|
| 12:30 - 2:30 pm | ERC Task Force Luncheon Meetings <ul style="list-style-type: none">◆ Criminal Justice Board of Directors◆ Environment/Energy Technology Task Force |
| 6:00 - 10:00 pm | Executive/Annual Meeting Evening Event |

Sunday, July 14

- | | |
|--------------------|---|
| 10:00 am - 4:00 pm | Issue Forum <ul style="list-style-type: none">◆ Reducing Juvenile Crime |
| 10:30 am - Noon | Executive/Annual Meeting Committee Luncheon Meeting |
| 12:30 - 4:00 pm | Issue Forum <ul style="list-style-type: none">◆ Government & Technology |
| 6:00 - 10:00 pm | Opening Social Event |

Monday, July 15

- | | |
|-----------------|---|
| 7:30 - 8:45 am | Corporate Breakfast Meeting |
| 7:30 - 8:45 am | ERC Policy Committee Meetings |
| 9:00 - 9:15 am | Welcoming Remarks |
| 9:15 - 10:15 am | Keynote Address on Northeast Economic Future
<i>Keynoter: Stuart Varney, Host, CNN's Business Day (confirmed)</i> |

Monday, July 15 (continued)

- 10:30 am - 12:15 pm Plenary Session
Moderator: **Dr. James Hughes**, Dean,
Edward J. Bloustein School of Planning & Public Policy,
Rutgers University (confirmed)
Panelists: **Len Lauer**, President & CEO,
Bell Atlantic - NJ (confirmed)
Honorable Lonna Hooks,
Secretary of State (confirmed)
Dr. Henry Raimondo, Chief Economist,
Port Authority of NY/NJ (confirmed)
Robert J. Haynes, Secretary-Treasurer,
Massachusetts AFL-CIO (invited)
- 12:30 - 2:00 pm Luncheon
Speaker: **Honorable Bill Bradley**, U.S. Senator, NJ (invited)
Topic: Race Relations in America
- 2:15- 4:00 pm Plenary Session on "Legislative Ethics: Where to Draw the Line"
Presider: **Dr. Alan Rosenthal**, Eagleton Institute (confirmed)
Invited Panelists: **Assemblyman Jack Collins**, Speaker of
the Assembly, NJ
Representative Dan Gwadosky, Speaker
of the House, ME
Senator Robert Jubelirer, Senate Pro
Tem, PA
Senator Sara Gear, Senate Majority
Leader, VT
Senator Charles Rodriguez, Senator
Majority Leader, PR
- 6:00 - 10:00 pm Evening Social Event

Tuesday, July 16

- 7:30 - 8:45 am ERC Committee Breakfasts
♦ Nominations Committee
♦ ERC Policy Committee Breakfast Meetings
- 9:00 - 10:30 am Two Concurrent Workshops
♦ Environmental Permit Streamlining
♦ Medicaid Managed Care
- 10:30 - Noon Two Concurrent Workshops
♦ Marketing Criminal Justice Reform
♦ Privatization

Tuesday, July 16 (continued)

- Noon - 2:00 pm Northeast Legislative Leaders Forum (Invitation Only)
Princeton University
Speaker: **Jim Brown**, President,
AMER-I-CAN Academy (confirmed)
Topic: Black Youth in America
- 12:30 - 3:30 pm Two Concurrent Site Visits
◆ Sarnoff Research Center
◆ NJ Boot Camp
- 12:30 - 3:30 pm Northeast Conference on Lobbying
- 6:30 - 7:30 pm Reception/Social Activity
Dinner on your own

Wednesday, July 17

- 7:30 - 8:30 am Closing Business Session
◆ Resolutions
◆ Nominations
- 9:00 - 10:15 am Plenary Session on Federal Budget
Presider/Facilitator: **Honorable James Douglas**, State Treasurer, VT
Keynoter: **Dr. Robert D. Reischauer**, Senior Fellow in Economic
Studies, Brookings Institution (invited)
Reactors: **Patricia Woodworth**, Director,
Division of Budget, NY (confirmed)
Representative William Dyson, Co-Chairman,
Joint Appropriations Cttee., VT (invited)
Richard Munson, Executive Director,
Northeast/Midwest Institute (confirmed)
- 10:30 - Noon Plenary Session - Elections '96
Moderator: **John McLaughlin**, Columnist, *Star Ledger* (confirmed)
Debaters: **Dee Dee Meyers**, Co-Host,
CNBC's Equal Time (confirmed)
Fred Barnes, Member, McLaughlin Group (confirmed)
- 12:15 - 2:00 pm Luncheon
Speaker: **Governor Christine Todd Whitman** (invited)
Topic: Devolution of Power in the Federal System
- 6:00 - 7:30 pm Maine '97 Reception
- 7:30 - 9:00 pm State Dinner
- 9:00 - Midnight Afterglow for Desserts and Entertainment

Thursday, July 18th

8:30 - 10:00 am

Farewell Breakfast for Attendees

8:30 - 10:00 am

Executive/Annual Meeting Committee Closing Breakfast

1996 CSG/ERC Annual Meeting

July 14 - 18, 1996
Princeton Marriott
Princeton, New Jersey

Spouses, Teens & Juniors Program Highlights

Monday, July 15

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|---------------------|--|
| 9:30 am - 3:45 pm | Teens & Juniors enjoy a day at Point Pleasant Beach. |
| 10:00 am - 12:30 pm | Guided tour of historic Princeton for spouses.
Lunch at Drumthwacket, the home of Governor Christine Todd Whitman. |
| 12:45 - 3:15 pm | Shopping at the Flemington Outlets for the spouses. |
| 5:45 - 10:30 pm | Gala evening at the Liberty Science Center for Spouses and Delegates. |
| 6:15 - 9:00 pm | Teens and juniors have dinner at the Stewart's Root Beer Stand followed by miniature golf at the Pine Creek Golf Center and ice cream at Karin's famous ice cream stand! |
| 10:00 pm | A Luau created especially for our teen delegates. |

Tuesday, July 16

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|--------------------|--|
| 10:30 am - 3:00 pm | Teen delegates visit the Statue of Liberty, view the harbor from a ferry boat and spend the afternoon at the Liberty Science Center. |
| 12:00 - 3:00 pm | Junior delegates join the teens at the Liberty Science Center. |
| 10:45 am - 2:30 pm | Spouses enjoy a day at the Jersey Shore. |
| 5:30 - 9:30 pm | Mini-Olympics for our teens and juniors followed by pizza and movies. |

10:00 pm "Young Adult Night" - an evening under the stars in the courtyard dancing to the hits.

6:00 - 7:00 pm Reception at Princeton University for Spouses and Delegates.

Wednesday, July 17

10:15 am - 3:30 pm Teens and juniors enjoy the day at Six Flags Great Adventure.

11:00 am - 3:00 pm Spouses spend the day at the Mall at Short Hills.

6:00 - 7:00 pm Mini-Olympics finals for the teens and juniors.

Evening plans for teens and juniors to be announced.

6:00 pm Spouses and Delegates attend Maine 1997 Reception.

7:30 pm State Dinner

10:00 pm Concert (TBA)

SPECIAL TEEN PROGRAM

Monday through Wednesday (Daytime)

College-Bound teen delegates will have the opportunity to visit some of New Jersey's Universities and Colleges.