

# MAINE STATE LEGISLATURE

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# LEGISLATIVE COUNCIL

June 26, 1996

## REVISED AGENDA

### CALL TO ORDER

### ROLL CALL

### SUMMARY OF MAY 22 COUNCIL MEETING

### EXECUTIVE DIRECTOR'S REPORT

### REPORTS FROM COUNCIL COMMITTEES

Personnel Committee

CSG/ERC '97 Steering Committee

Strategic Planning Working Group

### OLD BUSINESS

### NEW BUSINESS

Item #1: Step Increases for Constitutional Officers

Item #2: Joint Standing Committee on Health & Human Services:  
Report on Work with Department of Mental Health, Mental  
Retardation and Substance Abuse Services. (Memo from  
Sen. Pendexter and Rep. Fitzpatrick)

Item #3: Commission to Study Poverty Among Working Parents:  
Request for Endorsement of Proposed Budget. (Letter  
from Rep. Povich and Marc Mutty, Co-Chairs)

Item #3: "Maine Source": Presentation by Jim Wilfong & Bill  
Seretta

### ANNOUNCEMENTS AND REMARKS

### ADJOURNMENT

SEN. JANE A. AMERO  
CHAIR

REP. ELIZABETH H. MITCHELL  
VICE-CHAIR

Lynn Randall  
Legislative Council Info.

N. JEFFREY H. BUTLAND  
N. R. LEO KIEFFER  
N. MARK W. LAWRENCE  
N. 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

MAY 22, 1996

Approved June 26, 1996

### CALL TO ORDER

The Chair, Senator Amero, called the Council to order at 2:30 p.m.

### ROLL CALL

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

### SUMMARY OF APRIL 30, 1996, COUNCIL MEETING

**Motion:** That the Summary be approved and placed on file. (Motion by Rep. Jacques; Second by Speaker Gwadosky; unanimous).

## EXECUTIVE DIRECTOR'S REPORT

Sally Tubbesing presented the following items to the Council for consideration.

**Item #1: Request for Proposals to Provide Technical Assistance to Support "Migration" of Bill Drafting to Client/Server Environment**

Ms. Tubbesing drew members' attention to a copy of the Request for Proposals that had been issued, as previously authorized by the Council, and a list of the firms to whom the RFP had been sent. Noting that the deadline for receipt of proposals had been the previous day, she reported that 5 proposals had been received and that the Information Systems staff was in the process of evaluating them in accordance with the evaluation criteria that had been incorporated in the RFP. Ms. Tubbesing stated that the preliminary evaluation had yielded questions about each of the proposals and that Gerry Thibault and members of his staff were in the process of conveying these questions to the respective proposers to clarify issues related to project scope, methodology, schedule, and cost. She noted that the total project costs proposed by each bidder appear to be in the same range. She concluded by reminding Council members that it was critical to get the project underway as soon as possible in order to have a fully tested drafting system available by mid-August--a deadline that had been established to assure that staff have sufficient time to become fully proficient in the new system.

**Motion:** That the Executive Director be authorized to complete the process of selecting a vendor and use either a ballot or organize a meeting to obtain final approval from the Council. (Motion by Rep. Mitchell; second by Sen. Amero, unanimous).

**Item #2: Letter from Rep. Lemke regarding the Legislative Record**

Ms. Tubbesing reported that the delay in producing the final Record was attributable to a variety of factors, and that she and members of the Information Systems staff had developed a plan for completing the indexing of the "backlog" by late fall. She agreed to share this information with Representative Lemke in the form of a letter.

**Item #3: Letter from Robert Marshall regarding Legislative Page on the Maine State Government WEB Site**

Ms. Tubbesing stated that plans were still on track to develop a WEB page by late fall, and that this had been an important factor in the selection of software to support the migration of various applications to the new client server network. She indicated that she would share this information with Mr. Marshall.

**Item #4: Recommendations for Professional Development Involving Out-of-State Travel**

Ms. Tubbesing drew members' attention to a list in their packets that summarized the out-of-state travel that she had approved for members of the non-partisan staff during the interim. She noted that all 4 of the trips involved attendance at professional development workshops that are specifically designed for legislative staff.

No formal Council action was required on this item.

## **REPORTS FROM COUNCIL COMMITTEES**

### **Personnel Committee**

Sen. Amero, Committee Chair, reported that all 4 members of the Committee had attended the meeting that had immediately preceded the Council meeting, and had reviewed several items as follows:

#### **1. Annual Reviews for Staff Office Directors**

Sen. Amero stated that she and Speaker Gwadosky had met with each of the Directors and that each meeting had provided an excellent opportunity to discuss the Director's work, the session, etc.

**Motion:** That step increases be awarded to Margaret Matheson, David Boulter, Lynn Randall, and John Wakefield, with the provision that Mr. Wakefield's increase be adjusted in accordance with his request, retroactive to a date that is 1 1/2 years from the date a step increase was last awarded to each individual. (Motion by Speaker Gwadosky; second by Rep. Jacques).

**Motion:** That this item be tabled. (Motion by Speaker Gwadosky).

The item was tabled.

#### **2. Administrative Services Position**

**Motion:** That the Executive Director be authorized to fill the vacant position in Salary Range 10 and to bring a recommendation to the Council for filling the position. (Motion by Speaker Gwadosky; second by Rep. Carleton).

**Amendment to the Motion:** That the position title "Assistant for Administrative Services" be included in the motion. (Amendment offered by Rep. Carleton; second by Speaker Gwadosky; unanimous).

The vote on the original motion, as amended, was then taken, and it was approved unanimously.

#### **3. Request for Award of Income Protection**

**Motion:** That the Legislative Council approve the extension of coverage under its Income Protection Plan as recommended by the Personnel Committee. (Motion by Speaker Gwadosky; second by Rep. Jacques; unanimous).

**Strategic Planning Working Group**

Senator Amero reported that the Working Group, which the Council had established at its April meeting to ensure that the Legislature moves along with the rest of state government toward the development of a performance budgeting system, had met the previous day. Members of the Working Group include 3 Council members -- Speaker Gwadosky, Representative Mitchell and Senator Amero -- the Secretary of the Senate, the Clerk of the House, the Executive Director and the Directors of the nonpartisan staff offices. Sen. Amero noted that David Boulter and John Wakefield had provided the group with a very impressive presentation which had provided an excellent overview of the strategic planning process. The group has scheduled a full day for the purpose of developing a draft Mission Statement and Objectives for the Legislature, with the thought that these would then be shared with all members of the Legislature and legislative staff for comments and suggestions. Each legislative office will then develop its own mission, objectives, and goals which should be designed to amplify the Legislature's overall mission statement.

Sen. Amero conveyed the Working Group's concern that training in the strategic planning process is critical to the success of this undertaking and stated that John Wakefield and David Boulter had agreed to collaborate on planning and conducting a series of 2-hour sessions for interested legislators and staff so that they can be active participants in the strategic planning process. She concluded her report by noting that this process involves a great deal of work in a tight time-frame, but that it also presents an important opportunity for the Legislature and each department of state government to step back and examine how it can more effectively fulfill its role.

No Council action was required on this item.

**CSG/ERC '97 Steering Committee**

Senator Amero reported that the Steering Committee had had its kickoff meeting the previous day and that both she and Rep. Mitchell had attended. The Committee is focussing its efforts on the Reception which Maine is responsible for hosting at this year's ERC meeting in Princeton on Wednesday, July 17. She stated that the group is committed to using the reception as an opportunity to get delegates to begin thinking about not only attending the conference in Maine next year, but about extending their stay in Maine.

The Steering Committee has formed a subcommittee to develop a plan for seeking corporate contributions to underwrite the costs of the reception, which are estimated to be \$25 - 30,000. Sen. Amero closed her report by stressing the importance of sending a strong Maine legislative delegation to the Princeton meeting.

No Council action was required on this item.

## **OLD BUSINESS**

(None).

## **NEW BUSINESS**

**Item #1:** Request to Extend Reporting Deadline from the Task Force to Study Environmental Regulation Relating to the Paper Industry.

**Motion:** That the Council approve an extension of the reporting deadline to September 1, 1996 in accordance with the authority assigned to it in Resolves of 1995, Chapter 22.  
(Motion by Rep. Jacques; second by Rep. Carleton; unanimous).

## **ANNOUNCEMENTS AND REMARKS**

Council members present agreed to set the June Council meeting date for June 26, with the time to be confirmed.

## **ADJOURNMENT**

The Council having completed its business, the Chair, Sen. Amero, adjourned the Council meeting at 3:15 p.m.

SARAH C. TUBBESING  
EXECUTIVE DIRECTOR  
OF THE LEGISLATIVE COUNCIL

GERALD THIBAUT  
INFORMATION SYSTEMS  
MANAGER

TEEN ELLEN GRIFFIN  
LEGISLATIVE INFORMATION OFFICE  
MANAGER



MAINE STATE LEGISLATURE  
OFFICE OF THE EXECUTIVE DIRECTOR  
LEGISLATIVE COUNCIL

May 20, 1996

TO: Honorable Jane A. Amero, Chair  
Honorable Elizabeth H. Mitchell, Vice-Chair  
and Members of the Legislative Council

FROM: Sally *Sally*

SUBJECT: Constitutional Officers: Current Salary Status

During the course of the Personnel Committee's last meeting, I was asked to prepare a summary of the current salary status of the three Constitutional Officers and the State auditor. I would be happy to answer any questions you may have about the enclosed information.

Enclosure

# CONSTITUTIONAL OFFICERS: CURRENT SALARY STATUS

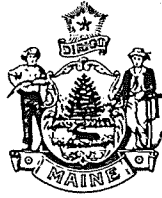
AS OF MAY 20, 1996

	Current Salary <sup>1</sup>	Anniversary Date <sup>2</sup>	Eligible for Step Increase
Attorney General	Range 91/Step 5 Annual: \$66,123.20	January 6, 1995	Date : 1/6/95 Step : 6 Annual: \$69,347.20
Secretary of State	Range 88/Step 6 Annual: \$57,408.00	January 6, 1995	Date : 1/6/95 Step : 7 Annual: \$60,153.60
State Auditor	Range 89/Step 7 Annual: \$64,334.40	January 6, 1995	Date : 1/6/95 Step : 8 Annual: \$67,475.20
State Treasurer	Range 88/Step 9 Annual: \$66,144.00	January 6, 1995	(Topped out)

## Notes:

1. Statute that assigns Constitutional Officers and State Auditor to pay ranges (3 MRSA § 162-A) also defines the minimum step in which these individuals may be placed initially. Salaries are based on "employee-paid retirement," which these officials are required to select pursuant to statute.

2. "Anniversary Date" is the date of swearing in.



MAINE STATE LEGISLATURE  
Augusta, Maine 04333

To: Honorable Jane A. Amero, Chair of the Legislative Council  
Honorable Elizabeth H. Mitchell, Vice-Chair of the Legislative Council  
Members of the Legislative Council

From: Senator Joan M. Pendexter, Chair  
Representative Michael J. Fitzpatrick, Chair  
Joint Standing Committee on Health and Human Services

Date: June 19, 1996

Subject: Committee Proceedings

In the performance of its responsibility to oversee the Department of Mental Health, Mental Retardation and Substance Abuse Services, the Joint Standing Committee on Health and Human Services met with the McDowell Review Team and the department on June 7. The committee decided to meet again on June 21st with the department and Commissioner Peet to discuss a number of issues, including the department's action plan to address the recommendations of the McDowell team.

At the June 7th meeting the committee determined that it is appropriate for the committee to review the attack on the convent and nuns in Waterville earlier this year allegedly by a client of the department. The department has given to the committee a copy of the report on the incident done by the department. We are writing to inform you that on behalf of the committee we requested that Attorney General Andrew Ketterer assist the committee in obtaining a copy of the report on the incident done by the Kennebec Valley Mental Health Center. This action was taken because, although we continue to hope that the mental health agency will voluntarily produce the report, to date they have declined to do so.

# Maine's Business INTRANET

*Not a typo*

## What is an Intranet?

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- ☐ 1. State House
- ☐ The Market Place
- ☐ The Business School
- ☐ The International Trade Center
- ☐ The Business Development Center
- ☐ Your Private Business Area

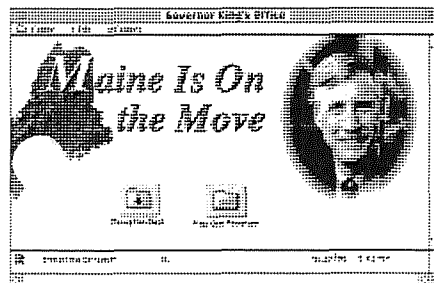


- ☐ Check out Maine business news, the Maine Business Calendar for meetings, seminars and trade shows, and participate in on-line polls.

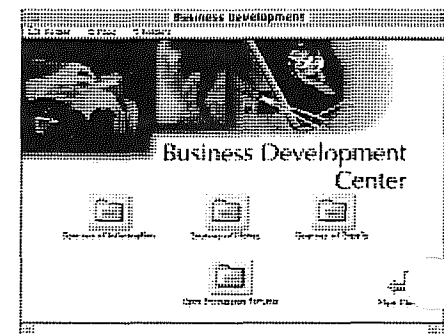
- ☐ Send and receive mail to customers and clients, or to anyone anywhere on the internet.

- ☐ Get assistance marketing your products internationally.

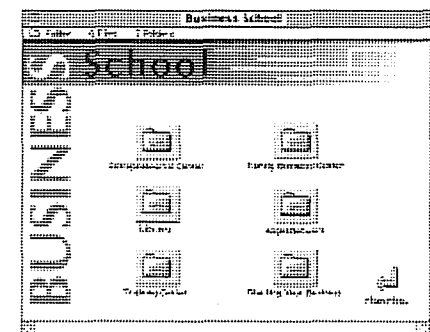
- ☐ Search our database of 52,000 Maine businesses for sources of supply and new customers, get all the information you need to start and grow your business, and participate in on-line discussions with other business leaders.



- ☐ Stay connected with your local chamber or business trade organization at the Business Roundtable.



- ☐ Order products, find new employees, locate banking, legal and accounting services, and peruse the classifieds at The Market Place.



- ☐ Discover all you need to know about state government agencies and how they can help your business.

- ☐ Find a school or training program to improve your business and technical skills.