MAINE STATE LEGISLATURE

The following document is provided by the

LAW AND LEGISLATIVE DIGITAL LIBRARY

at the Maine State Law and Legislative Reference Library

http://legislature.maine.gov/lawlib

Reproduced from scanned originals with text recognition applied

(searchable text may contain some errors and/or omissions)

LEGISLATIVE COUNCIL
MARCH 9, 1998
AGENDA

CALL TO ORDER

ROLL CALL

SUMMARIES OF FEBRUARY 23 and FEBRUARY 25, 1998, COUNCIL MEETINGS

EXECUTIVE DIRECTOR'S REPORT

Item #1: Status of Bills

Item #2: Legislative Computer System: Report from Paul Mayotte, Director, Legislative Information Services

REPORTS FROM COUNCIL COMMITTEES

Committee on Legislative Information Technology

Legislative Facilities Committee

Personnel Committee

OLD BUSINESS

Item #1: Special Committee to Review the Study Commission Process: Submission of Report (Tabled at February 25 Council meeting)

NEW BUSINESS

Item #1: Reconsideration of Request from Task Force to Study the Feasibility of Creating a Maine Mobility Fund for an Extension (Request denied by unanimous vote of the Council at the January 21, 1998, meeting; reconsideration requested by Senate President Lawrence; copy of original letter from Task Force enclosed).

Item #2: Notification of Final Reports Submitted by Study Commissions

- Commission to Study the Certificate of Need Laws, pursuant to 1997 Resolves, Chapter 82 (submitted to Joint Standing Committee on Health and Human Services and the Legislature).

- Task Force to Review the Applied Technology Centers and Applied Technology Regions, pursuant to 1997 Resolves, Chapter 74 (also submitted to the Joint Standing Committee on Education and Cultural Affairs and the Legislature).

- Commission to Designate Outstanding Maine Citizens Whose Portraits are to be Displayed in the State House, pursuant to 1997 Resolves, Chapter 64 (submitted to the Legislature).

Item #3: Northern New England Passenger Rail Authority: Submission of 1997 Annual Report pursuant to 23 MRSA, Chapter 621.

Item #4: After Deadline Requests

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

REP. ELIZABETH H. MITCHELL
CHAIR

SEN. MARK W. LAWRENCE
VICE-CHAIR

118th MAINE STATE LEGISLATURE

LEGISLATIVE COUNCIL

SEN. CHELLIE PINGREE
SEN. JANE A. AMERO
SEN. ANNE M. RAND
SEN. R. LEO KIEFFER
REP. CAROL A. KONTOS
REP. JAMES O. DONNELLY
REP. MICHAEL V. SAXL
REP. RICHARD H. CAMPBELL

SARAH C. TUBBESING
EXECUTIVE DIRECTOR

FEBRUARY 23, 1998

MEETING SUMMARY

CALL TO ORDER

The Legislative Council Chair, Speaker Mitchell, called the Council to order at 1:43 p.m. in Room 134, State House.

ROLL CALL

Senators:	Sen. Pingree, Sen. Amero, Sen. Rand, Sen. Kieffer Absent: President Lawrence
Representatives:	Speaker Mitchell, Rep. Kontos, Rep. Saxl, Rep. Campbell Absent: Rep. Donnelly
Legislative Officers:	Joy O'Brien, Secretary of the Senate Judi Delfranco, Assistant Secretary of the Senate Joseph Mayo, Clerk of the House Millicent MacFarland, Assistant Clerk of the House Sally Tubbesing, Executive Director, Legislative Council John Wakefield, Director, Office of Fiscal and Program Review David Boulter, Director, Office of Policy and Legal Analysis Margaret Matheson, Revisor of Statutes Lynn Randall, State Law Librarian Paul Mayotte, Director, Legislative Information Services

The Chair, Speaker Mitchell, proceeded to take up the following items out of order.

NEW BUSINESS

Item #1: After Deadline Requests

After deadline requests were considered by the Legislative Council. The Council's action on these requests is included on the attached list.

Item #2: Performance Budgeting: Discussion of Proposed Amendments to Current Law and Their Implications

The Chair, Speaker Mitchell, stated that she had included the issue of Performance Budgeting on the agenda for two reasons: first, to get a formal update on the development of plans to implement a performance budgeting program since the Council had discussed the issue last October; and, second, to give Council members the opportunity to focus on the various amendments that have been introduced and are currently pending before the Appropriations Committee. She then recognized Jack Nicholas, the State Budget Officer; members of the Appropriations and State & Local Government Committee who are members of the Commission on Performance Budgeting -- Senator Michael Michaud, Representative George Kerr, Senator Richard Bennett, Representative Richard Kneeland, and Representative Martha Bagley. She indicated that she had invited these individuals to participate in the discussion, along with members of the Council staff who have worked closely with Performance Budgeting over the past 18 months -- John Wakefield and Jim Clair, Office of Fiscal and Program Review; David Boulter, Office of Policy and Legal Analysis; and Rose Breton from the Executive Director's Office.

The Chair suggested that Jack Nicholas lead off the discussion and specifically describe the new legislation that the Administration has proposed.

A lengthy discussion ensued, following which the Chair, Speaker Mitchell, asked members of the Appropriations Committee to revisit the pending amendments and try to develop language that ensures that a delay in implementation of Performance Budgeting will be used to strengthen the plans and benchmarks and general structure that will support the new budgeting process.

ANNOUNCEMENTS AND REMARKS

The Chair, Speaker Mitchell, announced that the Council would reconvene on Wednesday, February 25, to complete the rest of the agenda.

ADJOURNMENT

The Council meeting was adjourned at 3:50 p.m.

REP. ELIZABETH H. MITCHELL
CHAIR

SEN. MARK W. LAWRENCE
VICE-CHAIR

118th MAINE STATE LEGISLATURE

LEGISLATIVE COUNCIL

SEN. CHELLIE PINGREE
SEN. JANE A. AMERO
SEN. ANNE M. RAND
SEN. R. LEO KIEFFER
REP. CAROL A. KONTOS
REP. JAMES O. DONNELLY
REP. MICHAEL V. SAXL
REP. RICHARD H. CAMPBELL

SARAH C. TUBBESING
EXECUTIVE DIRECTOR

MEETING SUMMARY

FEBRUARY 25, 1998

CALL TO ORDER

The Chair, Speaker Mitchell, called the Council to order at 4:17 p.m. in Room 124, State House.

ROLL CALL

Senators:	President Lawrence, Sen. Pingree, Sen. Amero, Sen. Rand, Sen. Kieffer
Representatives:	Speaker Mitchell, Rep. Kontos, Rep. Donnelly, Rep. Saxl, Rep. Campbell
Legislative Officers:	Joy O'Brien, Secretary of the Senate Judi Defranco, Assistant Secretary of the Senate Joseph Mayo, Clerk of the House Millicent MacFarland, Assistant Clerk of the House Sally Tubbesing, Executive Director, Legislative Council John Wakefield, Director, Office of Fiscal and Program Review David Boulter, Director, Office of Policy and Legal Analysis Margaret Matheson, Revisor of Statutes Lynn Randall, State Law Librarian Paul Mayotte, Director, Legislative Information Services

SUMMARY OF JANUARY 21, 1998, COUNCIL MEETING

(The Council took no formal action)

SPECIAL PRESENTATION OF PROPOSED REHABILITATION OF STATE OFFICE

The Chair, Speaker Mitchell, stated that she had invited Janet Waldron, Commissioner of Administrative and Financial Services for the purpose of answering Council members' questions about the plans for rehabilitating the State Office Building. She recognized Ms. Waldron who, in turn, introduced her Deputy Commissioner, Charles Jacobs; Director of the Bureau of General Services, Warren Swetz; and Ellen Belknap, a partner in the architectural firm SMRT, which has been engaged under contract to DAFS to conduct an analysis of state-owned space and develop plans for rehabilitating the State Office Building.

Ms. Waldron stated that in order to contain the cost of the project, she was trying to bring as many executive branch employees back into the building as are there now (850), and that this can be accomplished with the use of landscape furnishings. The conceptual design assigns 33,000 square feet -- the entire second floor of the State Office Building -- to the Legislature, compared to the 7,300 square feet that Legislative hearing rooms currently occupy in that building. She indicated that the assignment of space on the 1st floor of the building is still an open questions.

Ms. Belknap proceeded to give Council members an overview of the proposed rehabilitation. She indicated that once the legislative package that includes this work is approved, her firm would undertake a structured programming process, which will involve meeting with all occupants of the building. She expressed her hope that the Legislature would appoint a committee to participate in a similar process for its space in the State Office Building.

The discussion that followed covered the following issues and questions:

Issues and Questions

- **Space allocated to the Legislature in the conceptual design**

  Sen. Rand noted that the Legislature had just begun a comprehensive needs assessment and that it was too early to determine whether the 2nd floor would meet the identified needs.

- **The degree to which plans for the State Office Building and the State House have been integrated** (Sen. Kieffer; Rep. Saxl)

  Ms. Belknap responded that her firm and the Council's architect had been coordinating work closely in two major areas: the electrical and mechanical systems that will support the 2 buildings (heating, cooling, electrical) and the actual connector between the 2 buildings. Rep. Saxl asked if wiring for computers had been discussed, and Ms. Belknap replied that it had not been done in detail at this point, but that the new connector would provide the necessary "path" for data and telecommunications wiring.

  Speaker Mitchell noted that the two buildings are "symbiotically related" and asked if there was a way to leave the door open so the Legislature can make its programming decisions over the next few months. Ms. Waldron responded that this entire project had emerged from concern about code violations in the State Office Building and encouraged Council members to think of the rehabilitation project as an opportunity to grow over time.

- **The Preliminary design of the connector** (Rep. Campbell)

  Ms. Belknap stated that the conceptual design of the connector attempts to separate pedestrian traffic from the utilities; recognize the architectural integrity and dignity of the State House; and conform to ADA accessibility requirements. Rep. Campbell stated that "above ground or ground level structures are more beneficial to society" and questioned the cost involved in keeping the connector underground. Ms. Belknap pointed out that the connector also provides an above ground access and again stressed the importance of the planning process in the months ahead to finally resolve these issues.

- **Provisions for the cost of relocation during the construction period** (Rep. Saxl)

  Ms. Waldron stated that she and her staff have developed some preliminary estimates for this and assured the Council that she would incorporate the funds the Legislature requires to relocate committees during the 2nd Regular Session/119th Legislature in the next biennial budget. It is her goal to minimize the disruption on the Legislature.

- **The next steps this session** (Speaker Mitchell)

  Ms. Waldron reported that the legislation would authorize moving forward and incorporates no programming decisions. In response to a question from Senator Rand, she stated that the bill includes 3 funding lines as follows: State Office Building (which includes demolition of the Education Building); State House Renovations; and the Connector. Sen. Rand than asked if the bond could be approved without approving the demolition of the Education building.

- **Parking** (Sen. Kieffer)

  Sen. Kieffer noted that while the current proposal does not affect parking, it is clearly "down the road."

The Chair, Speaker Mitchell, summarized the discussion by asking Ms. Waldron to make herself, her staff, and Ms. Belknap available to all the Council members as they discuss this proposal with their caucuses. She concluded by reminding Council members that the goal of this project is "a safe environment for our employees, the public, and ourselves."

EXECUTIVE DIRECTOR'S REPORT

Sally Tubbesing presented the following items for the Council's consideration:

Item #1: Personnel Activity

Ms. Tubbesing reported that, pursuant to the Council's approval, Julie Jones had been hired on a temporary basis to fill the vacancy created by Kevin Madigan's resignation. She then stated that Gerry Thibault had accepted employment out of State, though his exact departure date was still under discussion. She pointed out that Mr. Thibault's knowledge of the Wang system was unique and that it was a skill that would have to be replaced until major legislative computer applications (including bill drafting and bill status) could be fully "migrated" to the client server environment.

This item did not require Council action.

Item #2: Legislative Budget: Status

Ms. Tubbesing drew Council members' attention to the material in their agenda packets which summarized expenditures to date compared to budget for each of the legislative accounts.

This item did not require Council action.

Item #3: State House Master Plan for Capital Improvements: Status and Items Requiring Council Action

Ms. Tubbesing drew members' attention to the materials that presented a recommended scope of renovation work for the 1998 interim and reported that the Legislative Facilities Committee had reviewed the list of projects and estimated budgets at its last meeting. She stated that the funds for most of the proposed work are already available from the bond issue that was approved last November and the $850,000 that is already in the Legislature's FY 1999 appropriation.

She pointed out that replacement and extension of the sound system is a major undertaking and that work needs to get underway as soon as possible following adjournment **sine die.**

In discussion, Senator Amero asked how the budget estimates for each project had been developed, and where the additional funds required to complete all projects would come from. Ms. Tubbesing responded that the architect and engineers had developed them based on the information available from preliminary investigations in most of the areas and from the experience in previous work. She stressed that they are estimates and that there would undoubtedly be changes as actual bid specifications and construction documents are developed. She pointed out that the remaining funds required are currently reflected in two proposed bills: the Governor's bill to fund renovation of the State Office Building under the auspices of the Governmental Facilities Authority also carries slightly more than $13 million for implementation of the State House Master Plan; and the Speaker has a bill currently before the Appropriations Committee to appropriate funds for the balance of the Master Plan.

Rep. Campbell expressed his support for the general scope of work that has been proposed, but stated that he thought the estimates were inflated. He advocated placing the highest priority on technology in terms of allocating resources.

Rep. Kontos expressed her concern that the renovations represent an "extraordinary addition" to Ms. Tubbesing's workload and advocated that the Council authorized hiring a Clerk of the Works with responsibility for overseeing the construction on a daily basis.

Ms. Tubbesing responded that the Council might be better served by a Construction Manager, who would not only fill the day-to-day role, but take an active role in the development of construction documents as well as in the review of bids on behalf of the Council. Rep. Campbell stated that the Construction Manager and Clerk of the Works fill two different and distinct roles and suggested that the role Rep. Kontos had described is really that of "Owner's Representative", who would assist in all phases of the project.

Motion: That the Council authorize hiring an Owner's Representative. (Motion by Rep. Campbell; second by Rep. Kontos; approved unanimously).

Item #4: Legislative Computer System: Report from Paul Mayotte, Director, Legislative Information Services

The Chair, Speaker Mitchell, suggested that given the significance of this item, the Council schedule a special meeting for this purpose. Thus, the item was tabled.

REPORTS FROM COUNCIL COMMITTEES

Committee on Legislative Information Technology

Rep. Carleton, Committee Vice-Chair, spoke briefly in the absence of the Chair, Senator Pingree. He stressed that the Legislature cannot proceed with plans for chamber automation until the "migration" of all systems to the client server network has been completed. This Committee's report was also tabled to the special meeting described in the previous Item.

Personnel Committee

Speaker Mitchell, who chairs the Committee, stated that the Committee has met three times since the January Council meeting to consider various items, including the annual review of four of the five Staff Office Directors and the Executive Director. She further reported that, pursuant to the Council's Rules of Procedure, the Committee had approved award of step increases to the Secretary of the Senate, Joy O'Brien, and to Margaret Matheson, Lynn Randall, and John Wakefield. She concluded her report by presenting the following recommendations to the Council in the form of motions, nothing that these had all been unanimous recommendations of the Committee:

Motion: That Lynn E. Randall be appointed to a new 3 year term as State Law Librarian and that this appointment be retroactive to her appointment date, July 31, 1997. (Motion by Rep. Kontos; second by Sen. Rand; unanimous)

Motion: That David E. Boulter be appointed to a new 3 year term as Director of the Office of Policy and Legal Analysis, retroactive to his appointment date, October 24, 1997. (Motion by Senate President Lawrence; second by Sen. Pingree; unanimous).

Motion: That the Council amend the current policy regarding Step Increases to provide that an employee's eligibility for advancement to the longevity steps in the assigned salary range be based on both legislative service **and previous employment that is directly relevant to an employee's legislative assignment.** (Motion by Sen. Pingree; second by Sen. Rand)

Discussion: Senate President Lawrence asked for clarification as to whether the Council would be approving individual increases with this motion. Ms. Tubbesing responded that adoption of this policy would affect a small group of employees, but that her office was still developing the list. She further indicated that the list would be reviewed with each Office Director and that any salary adjustments that resulted would be handled in accordance with established procedures. Thus, the answer to Senate President's question was "no".

The vote was then taken, and the motion approved unanimously.

Legislative Facilities Committee

No report

OLD BUSINESS

None.

NEW BUSINESS

Item #1: Report from Joint Standing Committee on State and Local Government regarding Council's Position on LD 566, An Act to Provide Computers for Use in the Legislature (letter from Senate Chair Nutting and House Chair Ahearne)

Council members present agreed that a letter should be sent to the Committee stating that the Council is moving in the direction of Chamber Automation and that work on the State House this summer would include an upgrade and extension of the wiring that supports the local area network throughout the building. The letter should also indicate that the Council is currently reviewing proposed plans for migration of the remaining applications to the client server network, with the goal of being ready to go "on line" in both chambers at the beginning of the Second Regular Session of the 119th Legislature.

In the absence of a quorum, there was no formal motion.

Item #2: Special Committee to Review the Study Commission Process: Submission of Report

The Chair, Speaker Mitchell, observed that she had seen the need for implementation of this report earlier in the day. Sen. Pingree reported that David Boulter had made a presentation of the Report and its recommendations to the Senate Democratic caucus and that while caucus members agreed with many things, they had some issues and questions. The Chair, Speaker Mitchell, asked Mr. Boulter to be prepared to make a presentation to the Council at its next meeting.

Item #3: Submission of Study Reports

The Council took no formal action on this item.

Studies Pursuant to Joint Order

- Joint Select Committee to Oversee the Maine Yankee Atomic Power Company (pursuant to Joint Order, H.P. 1345)
- Joint Select Committee on Research and Development (pursuant to Joint Order, S.P. 669)

Reports Pursuant to Government Evaluation Act

- Joint Standing Committee on Business and Economic Development: Review of Department of Professional and Financial Regulation
- Joint Standing Committee on Health and Human Services: Review of Office of Substance Abuse

Statutory Study Commissions

- Blue Ribbon Commission to Study the Effects of Government Regulation and Health Insurance Costs on Small Businesses in Maine (pursuant to Resolves of 1997, Chapter 85)
- Task Force to Study Equal Economic Opportunity for All Regions of the State (pursuant to P & S 1997, Chapter 51)
- Commission to Study Insurance Fraud (submitted to Joint Standing Committee on Banking and Insurance, pursuant to Resolves of 1997, Chapter 77)

- Maine Commission on Children's Health Care (submitted to the Legislature, pursuant to P.L. 1997, Chapter 560, Part B)
- Commission to Study the Restructuring of the State's Fiscal Policies to Promote the Development of High-technology Industry in Maine (submitted to the Legislature, pursuant to P.L. 1997, Chapter 557, Part C)
- Commission to Study the Unemployment Compensation System (submitted to Joint Standing Committee on Labor, pursuant to Resolves of 1997, Chapter 65)
- Task Force on Improving Access to Prescription Drugs for the Elderly (submitted to the Legislature pursuant to P.L. 1997, Chapter 560, Part E)
- Task Force to Study the Cost-effectiveness of the Child Development Services System (submitted to the Legislature, pursuant to P.L. 1997, Chapter 534)

Study Authorized by the Legislative Council

- Joint Standing Committee on Criminal Justice: Scope of Juvenile Justice Problems and Services in Maine

Item #4: Request for Extension of Reporting Deadline

- Task Force to Study the State's Regional Service Center Communities: (letter from Rep. Richard Farnsworth, Task Force Chair)

Motion: That the request be denied. (Motion by Sen. Rand; second by Speaker Mitchell; unanimous).

Item #5: After Deadline Requests

After deadline requests were considered by the Legislative Council. The Council's action on these requests is included on the attached list.

ANNOUNCEMENTS AND REMARKS

None.

ADJOURNMENT

The Chair, Speaker Mitchell, adjourned the Council meeting at 5:50 p.m.

Maine State Legislature

The Legislative Study Commission Process: Recommendations for Improvement

Special Committee to Review the Study Commission Process

Introduction

Each session the Maine Legislature considers numerous bills that would make new law or amend or repeal existing laws. While the vast majority of legislation is considered and finally acted upon by the legislature in the same session in which it is introduced, some legislation warrants further deliberation or study before a final decision is made. When additional time or information is needed to fully evaluate issues, the Legislature often establishes a special committee or commission to: study the matter during the interim between legislative sessions; evaluate options; and make recommendations to the full legislature for consideration. Conducting legislative studies is an important way in which the Legislature can become informed on complex matters of public policy.

Over the last decade, the manner in which study commissions have been established and members appointed has changed dramatically, creating a study commission process that increasingly results in late convening study commissions and a cumbersome appointment process. As a result, study commissions often work under nearly impossible schedules to complete their work and legislators often find that they represent a minority of members on study commissions and have little ability to direct the course of legislative studies.

Review of current process

- Frustrations and inefficiencies with the current study process led to a sense among legislators and others that the process can be improved significantly: improvements that will result in both an increased satisfaction with the process by study commission members and a greater sense of contribution to the legislative process through more thorough and timely study reports.

- On November 12, 1997, Speaker of the House Elizabeth H. Mitchell convened a special committee to review the study commission process and develop recommendations by January 1998 for improving the process.

Summary of findings

- From 1940 until the 1980's, virtually all legislative studies were authorized through the use of a form of joint order called a study order. Study orders were directed to joint standing committees or joint select committees. Most of the members of the study committees were legislators.

- In the 1980's study orders continued to be used although most studies by joint standing committees were authorized by the Legislative Council. On rare occasions, a resolve, private and special law or unallocated public law was enacted to establish a study.

- From approximately 1987 on, the number of studies established by legislation, rather than by study order or Legislative Council authorization, increased steadily. This year over 35 studies were authorized and only 2 were pursuant to joint order.

- With the current process, there are significant procedural barriers to conducting effective and timely legislative studies. These barriers have developed over a period of a decade or so and have resulted in a decrease in the ability of the Legislature to direct the course of its own studies, efficiently appoint members and convene study commissions, study and report on matters in a timely fashion, and compensate members equitably.

- These barriers produce an environment that is not conducive to careful evaluation of important policy issues and options, and ultimately lead to a decline in the overall quality and relevance of legislative studies.

- Making relatively few, but important, changes to the current study commission process will dramatically improve the effectiveness of legislative study commissions, allow for efficient convening and conduct of study commissions and bring the process more in line with the process historically used by the Legislature to conduct studies.

- Foremost among the changes are the use of study orders as the primary legislative instrument to establish study committees, greater use of joint standing and select committees as study committees and greater legislative influence in the selection of study commission members.

Recommendations for improvement

- ❑ **Reaffirm legislative policy on legislative studies**
- ❑ **Return to use of joint standing & joint select committees as principal study committees**
- ❑ **Use study orders as principal instrument for establishing studies**
- ❑ **Presiding officers should appoint members**
- ❑ **Presiding officers should appoint chairs**
- ❑ **Keep size of study commissions manageable**
- ❑ **Compensate members of study commissions equitably**
- ❑ **Conclude studies before start of legislative sessions**
- ❑ **Fund studies through legislative appropriations**
- ❑ **Establish a formal study table**
- ❑ **Staff legislative studies using Legislative Council staff**
- ❑ **Place responsibility in offices to coordinate the convening of study commissions**
- ❑ **Actively manage study expenses**
- ❑ **Provide formal guidance for drafting study orders and legislation**
- ❑ **Specify study commission process in Joint Rules and Legislative Council policies**

Implementation

Implementation of some or all of the recommendations for improvement requires:

- amending Joint Rules to specify major aspects of legislative study process; and

- developing new or updated Legislative Council policies and guidance for studies.

118th Maine State Legislature
Legislative Council

Legislative Information Technology
Council Briefing
February 23, 1998

Legislative Technology
Council Briefing February 23, 1998

- Today's Objectives
  - Update the Council on I/T progress to date
  - Review the Proposed Migration Project Plan
  - Discuss Next Steps
    - Approval to Issue Request for Proposal
    - Project Funding

Legislative Council 2/23/98 2

Legislative Technology Findings

- Areas Requiring Action
  - User Support
  - I/S Staff and Organization
  - System Reliability
  - Delivering Functionality
  - Migration Project

Legislative Council 2/23/98 3

Legislative Technology Progress to Date

- User Support
  - Improved "Cyber Room" Environment
  - Working with IRC in Supporting Applications
  - Facilitated the WEB Users Group (WUG)
  - Installed Committee PCs and Printers
  - Coordinated Legislative Staff Training
  - Reviewing Office Use of Technology Tools
  - Completed Help Desk Implementation

Legislative Council 2/23/98 4

Legislative Technology Progress to Date

- Staff and Organization
  - Supported Dual Systems Environments
  - Established Network, Desktop, and WEB/Internet Administration Functions
  - Focused I/S Staff Training on Future Needs
  - Implemented Structured Task Management
  - Implementing Customer Oriented Support
  - Supported Committee on Legislative Information Technology

Legislative Council 2/23/98 5

Legislative Technology Progress to Date

- System Reliability
  - Upgraded Electrical Power Supply
  - Upgraded "UPS"
  - Rebuilt Network in Several Areas
  - Mirrored Production Servers
  - Improved Maintenance Support
  - Installing Heat Alarms in Computer Room
  - Assessed Year 2000 Risk
  - Monitored/Corrected Extensive Virus Attacks

Legislative Council 2/23/98 6

Legislative Information Technology
1998

High Level Objectives for 1998:

- Improve customer service support levels
- Raise organizational levels of cost effective and efficient use of technology
- Increase the reliability of the technology environment
- Meet the goals of the Legislature's Strategic Plan to provide information to the public
- Ensure the I/S staff is talented, involved, and has modern skill sets
- Install, upgrade, and maintain technology applications and tools that continuously improve the Legislative process

Targeted 1998 Accomplishments:

- ✓ Expand the use of help desk tool (trending, early problem identification)
- ✓ Measure I/S staff performance in part by customer satisfaction levels
- ✓ Improve levels of involvement and communication with our customers
- ✓ Continue the office by office review of technology application
- ✓ Coordinate Legislator and staff desktop tools training
- ✓ Install application and database servers
- ✓ Ensure the appropriate support and administration levels for client/server
- ✓ Upgrade/expand the Legislative local area network including all Committee areas
- ✓ Replace Committee 486 PCs with networked Pentium PCs
- ✓ Implement an ADA compliant Law Library Public Workstation environment
- ✓ Define options to address Legislative e-mail issues
- ✓ Define options for telephone service and Internet service provision
- ✓ Define options for Legislative software "site" licensing
- ✓ Define options for Office Suite release level standardization
- ✓ Begin shift to network based software vs. individual desktop copies
- ✓ Continue expanding WEB Page content in concert with the WUG
- ✓ Establish a Legislative "Intranet" for Legislator and staff use
- ✓ Implement I/S staff cross-training to provide technical backup support/depth
- ✓ Award bill drafting/status systems contract, and begin development

Legislative Technology Progress to Date

- Delivering Functionality
  - Implemented New Content on the WEB Page
    - Statutes
    - Council Approved 2nd Session Bills/(Bill Text)
    - Hearing/Work Session Schedules
  - Replaced File Server, & Internal Mail Server
  - Replaced 486 PCs
  - Installed Networked Color Printing/Faxing, etc.
  - Installed Windows NT O/S & MS-SQL DB

Legislative Council 2/23/98 7

Legislative Technology Migration Defined

- The process of moving the Legislature's automated business systems from the existing WANG VS minicomputer to a client/server based computing environment
- Key Migration Actions
  - Establish Network Operating Software, Hardware, Database Environments
  - Develop replacement application software
  - Convert current and historical data

Legislative Council 2/23/98 8

Why Migrate Off WANG VS?

- Obsolete Technology
  - Hardware is wearing out
  - Support people scarce
  - Maintenance and modification of software slow, limited, & costly (Year 2000)
  - Application software/files 1980s based, no clean support of "Windows" and WEB
- Cost of Maintaining 2 I/T Architectures
- Support Future Chamber Automation

Legislative Council 2/23/98 9

Legislative Technology Migration - Status

- Where are we today
  - Legislative drafting/status processes are defined
  - Software application requirements are defined
  - Technical infrastructure has been defined and is being stabilized
  - Request for Proposal prepared, in final review
- The time window for proceeding with bill drafting/status is ideal

Legislative Council 2/23/98 10

Reasons for Contracting Drafting/Status System Replacement

- Resources
  - In-house Software Development Skill Sets Limited, Staff Size Inadequate
  - Hiring Staff is Expensive, Skills May Not Be Available in the Local Job Market
  - Added Staff Not Required After Completion
- Time
  - Starting From Scratch VS Established Baseline
  - Best Case, 3 to 6 Months Required to Hire Staff

Legislative Council 2/23/98 11

Reasons for Contracting Drafting/Status System Replacement

- Quality/Functionality
  - Pre-tested Baseline Software
  - Functions Designed In Baseline Software
  - Allow Focus on Conversion of Data
  - Paying for Maine Specific Modifications
- Cost
  - In-house Staffing Costs Are Open Ended
  - Shorter Timeline

Legislative Council 2/23/98 12

Legislative Technology Migration Proposed Plan/Timeline

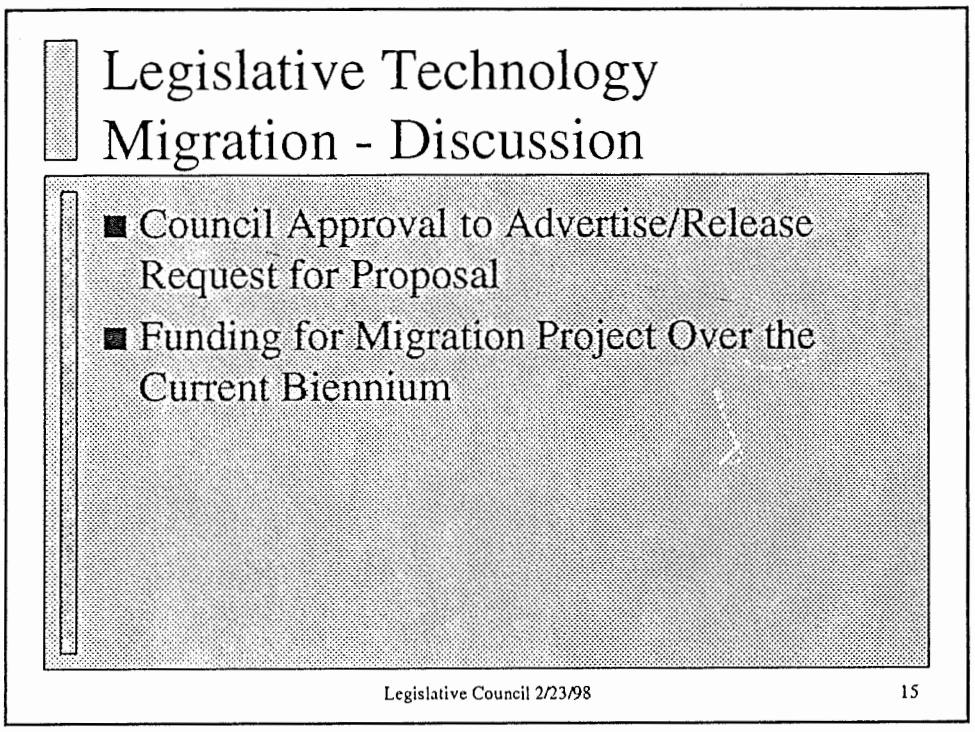
- Define user requirements 9/97 -12/97
- Prepare drafting/status RPF 1/98 – 2/98
- Issue drafting/status RFP 3/98
- Bidder RFP response 4/98
- RFP review 4/98 – 5/98
- Legislative Council review/approval 6/98
- Contract award 6/30/98
- Drafting/status in production 12/1/99

Legislative Council 2/23/98 13

Legislative Technology Migration Estimated Cost

Migration	Total Estimated Cost	Unfunded
Application Server Install	$25,000	$0
BD/BS User Training	$25,000	$25,000
Bill Drafting/Bill Status	$793,750	$793,750
Migration Development Tools	$12,500	$0
Office Suite Upgrade (Office 97)	$67,500	$67,500
Replace Misc. WANG Applications	$106,250	$93,750
Windows NT/SQL Server Prep.	$6,250	$0
Migration Off WANG VS Computer	$1,036,250	$980,000
PCs (networked) in Committee Rooms	$157,000	$71,400
Total Unfunded Costs		$1,051,400

Legislative Council 2/23/98 14


Legislative Technology Migration - Discussion
Council Approval to Advertise/Release Request for Proposal
Funding for Migration Project Over the Current Biennium
Legislative Council 2/23/98
15

December 22, 1997

Honorable Elizabeth H. Mitchell
Chair of the Legislative Council
Maine State Legislature
Augusta, ME 04333

Dear Speaker Mitchell,

The 19 member Task Force to Study the Feasibility of Creating a Maine Mobility Fund, established by Resolves of 1997, chapter 73, held its first meeting on Friday, December 19, 1997 in room 134 of the State House. Fifteen of the 19 appointed members were present for the meeting, including three of the four legislative members.

At the conclusion of that meeting, a majority of the Task Force members voted to request that the Council extend our reporting deadline to October 15, 1998, with the understanding that we would hold our next meeting sometime around June 1, 1998. Resolves of 1997, chapter 73, authorizes the Council to grant such a request. Our current reporting deadline is January 1, 1997.

This request is necessary because a large majority of the members of the Task Force are of the opinion that several months, at a minimum, are needed to complete our work on the complicated and substantive issues before us. If our request for an extension until next summer is granted, I intend to meet informally with members of the Task Force between now and next June to better define the focus of the study and to better understand where areas of consensus may exist. Those meetings will allow us to use our remaining three meetings and our staffing resources more efficiently.

Thank you for your consideration of this request. I will be in attendance at the next meeting of the Legislative Council to answer any questions you or other members of the Council may have on this matter.

Sincerely,

Alan Stearns

Alan B. Stearns, Chair
Task Force to Study the Feasibility of Creating a Maine Mobility Fund

cc: Sally Tubbesing, Executive Director of the Legislative Council
✓David Boulter, Director, Office of Policy and Legal Analysis
Members, Task Force to Study the Feasibility of Creating a Maine Mobility Fund

G:\OPLANRG\COMMTTEE\TRA\CORRESP\MOBILEXT.DOC

STATE OF MAINE
HOUSE OF REPRESENTATIVES
2 STATE HOUSE STATION
AUGUSTA, MAINE 04333-0002

February 25, 1998

The Honorable Mark W. Lawrence, President
Maine State Senate

The Honorable Elizabeth H. Mitchell, Speaker
Maine House of Representatives
State House
Augusta, ME 04333

Dear President Lawrence and Speaker Mitchell:

Pursuant to Resolves 1997, chapter 82, the Commission to Study the Certificate of Need Laws is pleased to submit its final report including recommended legislation. Copies of the report have been transmitted to the Legislative Council, the Joint Standing Committee on Health and Human Services and to the Law and Legislative Reference Library.

Sincerely,

Michael W. Quint

Rep. Michael W. Quint, Chair
Commission to Study the Certificate of Need Laws

cc: Sally Tubbesing
David Boulter

Enclosure

G:\OPLALHS\LHSSTUD\LTRPRSK2.DOC

PHILIP A. DIONNE
CHAIR

TASK FORCE TO REVIEW
THE APPLIED TECHNOLOGY CENTERS
AND APPLIED TECHNOLOGY REGIONS
CHAPTER 74, RESOLVES OF 1997

SEN. MARY E. SMALL
REP. JOHN L. TUTTLE
JOANNA M. JONES
ANTHONY H. KRAPF
JOHN R. TURCOTTE
DR. DONALD CANNAN
DENIS L. HOWARD
DR. PAUL RANDY WALKER
JAMES E. RIER, JR.
CHRISTOPHER D. LYONS

STAFF: YVONNE DAMBORG
LLOYD KEAST

March 2, 1998

Members of the 118th Legislature
Members of the Joint Standing Committee on Education and Cultural Affairs
State House
Augusta, ME 04333

Dear Members,

On behalf of the members of the Task Force to Review the Applied Technology Centers and Applied Technology Regions, it is my pleasure to forward the final report of this task force to you. The report is organized into "Proceedings," "Findings," and "Recommendations." The "Recommendations" section of the report is organized according to the issue areas as they appear in the Chapter 74 Resolves.

In view of the short time frame for this report, the task force members did not feel that there was adequate time to review some of the areas in as much detail as necessary . Therefore, some of the recommendations call for more in-depth study.

The Chair and members of the committee are prepared to make a formal presentation of the report to you at your convenience. They are also willing to discuss the report in detail and to answer any questions you have regarding the report, the task force deliberations, or the process utilized. You may also contact either Lloyd Keast or me at the Maine Department of Education and we would be happy to respond to your questions or to discuss the report with you.

Sincerely,

Yvonne V. Damborg

Yvonne V. Damborg
Staff

cc: Executive Director, Legislative Council
Members of the Task Force to Review the Applied Technology Centers and Applied Technology Regions

23 STATE HOUSE STATION AUGUSTA, MAINE 04333-0023 PHONE 207-287-5854 FAX 207-287-5894

Proceedings, Findings, and Recommendations of the Task Force to Review the Applied Technology Centers and Applied Technology Regions

established pursuant to Chapter 74, Resolves of 1997

Final Report

March 1, 1998

Members of the Chapter 74 Task Force:

Philip A. Dionne, Chair
Senator Mary E. Small
Representative John L. Tuttle, Jr.
Joanna M. Jones
Anthony H. Krapf
John R. Turcotte
Dr. Donald Cannan
Denis L. Howard
Dr. Paul Randy Walker
James E. Rier, Jr.
Christopher D. Lyons

Staff: Yvonne Damborg
Lloyd Keast

MAINE STATE LEGISLATURE
Augusta, Maine 04333

Commission To Designate Outstanding Maine Citizens Whose Portraits are to be Displayed in the State House

February 27, 1998

Honorable Mark W. Lawrence
President of the Senate
118th Maine Legislature
State House
Augusta, Maine 04333

Dear President Lawrence:

Pursuant to Resolves of 1997, Chapter 64, the Commission to Designate Outstanding Maine Citizens Whose Portraits are to be Displayed in the State House is pleased to submit its final report, including recommended legislation. On behalf of all the members of the Commission, we would like to express our appreciation for having the opportunity to participate in the study and development of recommendations relating to future portraits of historic significance for The Maine State House.

Sincerely,

William Lemke

Representative William Lemke, Chair

Earle G. Shettleworth, Jr., Vice-Chair

MAINE STATE LEGISLATURE
Augusta, Maine 04333

Commission To Designate Outstanding Maine
Citizens Whose Portraits are to be
Displayed in the State House

February 27, 1998

Honorable Elizabeth H. Mitchell
Speaker of the House
118th Maine Legislature
State House
Augusta, Maine 04333

Dear Speaker Mitchell:

Pursuant to Resolves of 1997, Chapter 64, the Commission to Designate Outstanding Maine Citizens Whose Portraits are to be Displayed in the State House is pleased to submit its final report, including recommended legislation. On behalf of all the members of the Commission, we would like to express our appreciation for having the opportunity to participate in the study and development of recommendations relating to future portraits of historic significance for The Maine State House.

Sincerely,

William Lemke

Representative William Lemke, Chair

Earle G. Shettleworth, Jr., Vice-Chair

NNEPRA
Northern New England Passenger Rail Authority

February 24, 1998

Ms. Sarah C. Tubbesing, Executive Director
Legislative Council
115 State House Station
Augusta, ME 04333

Dear Ms. Tubbesing:

Pursuant to 23 MRSA c.621 subchapter II, I am forwarding for your review and distribution the Northern New England Passenger Rail Authority's annual report for 1997.

Should you have any questions concerning this matter, please advise.

Sincerely,

Michael J. Murray, P.E.
Executive Director

MJM:sjt

Enclosures

FEB 25

Child Street • 16 State House Station • Augusta, Maine 04333-0016 Tel (207)287-3869 • Fax (207)287-2144

LEGISLATIVE COUNCIL
REQUESTS TO INTRODUCE LEGISLATION
SECOND REGULAR SESSION
March 4, 1998

Action

SPONSOR: Rep. Ott, David N.

LR 3482 An Act to Repeal the Shipyard Facility Investments Tax Law

SPONSOR: Rep. Shannon, Thomas P.

LR 3481 An Act to Modify the Law Pertaining to Personal Sports Mobile Franchises

TABLED BY THE LEGISLATIVE COUNCIL

SPONSOR: **Rep. Gooley, Walter R.** **TABLED 01/21/98**

LR 3368 An Act to Extend the Deadline for Filing Updated Management Plans Under Tree Growth Tax Laws

SPONSOR: **Rep. Mitchell, Elizabeth H.** **TABLED 11/20/97**

LR 3289 An Act Making Supplemental Appropriations and Allocations for the Expenditures of State Government and to Change Certain Provisions of Law Necessary for the Operation of State Government for the Fiscal Year Ending June 30, 1998 and June 30, 1999

SPONSOR: **Sen. Pingree, Chellie** **TABLED 11/20/97**

LR 3288 An Act to Improve Access to Women's Healthcare

SPONSOR: **Rep. Snowe-Mello, Lois A.** **TABLED 02/23/98**

LR 3454 Resolve, to Name the Timber Bridge in Byron the Richard Lauze Memorial Bridge

SPONSOR: **Rep. Tuttle, Jr., John L.** **TABLED 11/20/97**

LR 3283 An Act to Permit Employees to Resume Receiving Unemployment Benefits in Certain Cases

SPONSOR: **Rep. Tuttle, Jr., John L.** **TABLED 11/20/97**

LR 3284 An Act to Authorize an Apprentice Cadet Program in the Bureau of State Police

SPONSOR: **Rep. Tuttle, Jr., John L.** **TABLED 11/20/97**

LR 3285 An Act to Establish the State Police Law Enforcement Scholarship Program

SPONSOR: **Rep. Tuttle, Jr., John L.** **TABLED 12/18/97**

LR 3303 An Act Regarding the Expanded Archery Deer Hunting Season

SPONSOR: **Rep. Saxl, Michael V.** **TABLED 02/26/98**

LR 2965 An Act to Ensure the Participation in Court Proceedings of Victims of Violent Crimes

ADDENDUM

LEGISLATIVE COUNCIL
REQUESTS TO INTRODUCE LEGISLATION
SECOND REGULAR SESSION
March 9, 1998

Action

SPONSOR: **Rep. Etnier, David**

LR 3486 An Act to Establish the Boundary Between Harpswell and Brunswick

SPONSOR: **Rep. Ott, David N.**

LR 3492 An Act to Ensure that All Maine Workers, Companies and Suppliers are Eligible to Participate Equally in Projects Under the Shipbuilding Facility Credit