MAINE STATE LEGISLATURE

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LEGISLATIVE COUNCIL
AGENDA
March 12, 1998

CALL TO ORDER

ROLL CALL

EXECUTIVE DIRECTOR'S REPORT

REPORTS FROM COUNCIL COMMITTEES

Legislative Facilities Committee

OLD BUSINESS

Item #1: Proposal to Issue an RFP to Seek Assistance in the Legislative Computer System Migration Project

NEW BUSINESS

Item #1: Letter from Blue Ribbon Commission to Study the Effects of Government Regulation and Health Insurance Costs on Small Businesses in Maine Regarding Regulatory Agendas Submitted by State Departments and Agencies (enclosed)

Item #2: Government Evaluation Act: Process for Dealing with Reports and Legislation (at request of Rep. Kontos)

Item #3: After Deadline Bill Requests

ANNOUNCEMENTS AND REMARKS

ADJOURNMENT

Blue Ribbon Commission to Study the Effects of Government Regulation and Health Insurance Costs on Small Businesses in Maine

Members
Rep. Arthur F. Mayo, III, Chair
Sen. Bruce W. MacKinnon
Rep. Jane W. Saxl
Timothy Agnew
Douglas S. Carr
Thomas J. Giordano
S. Catherine Longley
Edward Gorham
Thomas D. McBrierty
Jim McGregor
Patrick Murphy
Peter Sassano

Staff
John Kelley
Colleen McCarthy Reid
Darlene Shores Lynch
Maine State Legislature
Office of Policy and Legal Analysis
State House Station 13
Augusta, ME 04333
(207) 287-1670

March 10, 1998

The Honorable Senator Mark W. Lawrence
President of the Senate
118th Legislature

The Honorable Representative Elizabeth H. Mitchell
Speaker of the House of Representatives
118th Legislature

Dear Mr. President and Madam Speaker:

During the course of our study, the Blue Ribbon Commission to Study the Effects of Government Regulation and Health Insurance Costs on Small Businesses in Maine became aware of the statutory requirements of Title 5, Maine Revised Statutes, section 8060. This law requires that state departments and agencies submit their regulatory agendas for each legislative biennium. The agencies must submit the regulatory agendas between the beginning of a regular session and 100 days after adjournment. **The law also requires that the legislative committee of jurisdiction review the regulatory agenda at a meeting called for that purpose.**

It is the commission's belief that not all legislative committees are aware of this requirement to review the regulatory agendas of state agencies and departments. We would request that every effort be made by the Legislature to comply with the law and we urge that the presiding officers annually remind legislative committees of their responsibilities under the law.

Thank you for your attention to this matter.

MAR 10 1998

Sincerely,

Representative Arthur F. Mayo III
Chair

cc: Sally Tubbesing, Legislative Council
David Boulter, Office of Policy and Legal Analysis
Elizabeth Butler, Governor's Office

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TITLE 5

CHAPTER 375
MAINE ADMINISTRATIVE PROCEDURE ACT

5 § 8060. Regulatory agenda

Each agency with the authority to adopt rules shall issue to the appropriate joint standing committee or committees of the Legislature and to the Secretary of State an agency regulatory agenda as provided in this section.

1. Contents of agenda. Each agency regulatory agenda to the maximum possible extent shall contain the following information:

A. A list of rules that the agency expects to propose prior to the next regulatory agenda due date;

B. The statutory or other basis for adoption of the rule;

C. The purpose of the rule;

D. The contemplated schedule for adoption of the rule;

E. An identification and listing of potentially benefited and regulated parties; and

F. A list of all emergency rules adopted since the previous regulatory agenda due date.

2. Due date. A regulatory agenda must be issued between the beginning of a regular legislative session and 100 days after adjournment.

3. Legislative copies. The agency shall provide copies of the agency regulatory agenda to the Legislature as provided in section 8053-A.

4. Availability. An agency which issues an agency regulatory agenda shall provide copies to interested persons.

5. Legislative review of agency regulatory agendas. Each regulatory agenda shall be reviewed by the appropriate joint standing committee of the Legislature at a meeting called for the purpose. The committee may review more than one agenda at a meeting.

6. Application. Nothing in this section or section 8053-A may be construed to prohibit agencies from adopting emergency rules that have not been listed or included in the regulatory agenda pursuant to this section.

LEGISLATIVE COUNCIL
REQUESTS TO INTRODUCE LEGISLATION
SECOND REGULAR SESSION
March 10, 1998

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. 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 11, 1998

Action

SPONSOR: Sen. Goldthwait, Jill M.

LR 3502 An Act Authorizing Certain Debt of Hancock County for Construction of a New Jail and Courthouse Renovations and Ratifying Certain Action Taken by Hancock County in Connection with the Authorization of this Debt

JOINT RESOLUTION

SPONSOR: Sen. Pingree, Chellie

LR 3499 JOINT RESOLUTION MEMORIALIZING CONGRESS TO ENSURE THE VIABILITY OF THE UNITED STATES SOCIAL SECURITY SYSTEM

ADDENDUM

LEGISLATIVE COUNCIL
REQUESTS TO INTRODUCE LEGISLATION
SECOND REGULAR SESSION
March 12, 1998

Action

JOINT RESOLUTION

SPONSOR: Rep. Farnsworth, Richard R.

LR 3504 JOINT RESOLUTION MEMORIALIZING THE CONGRESS OF THE UNITED STATES TO PRESERVE THE CURRENT FAIR HOUSING ACT

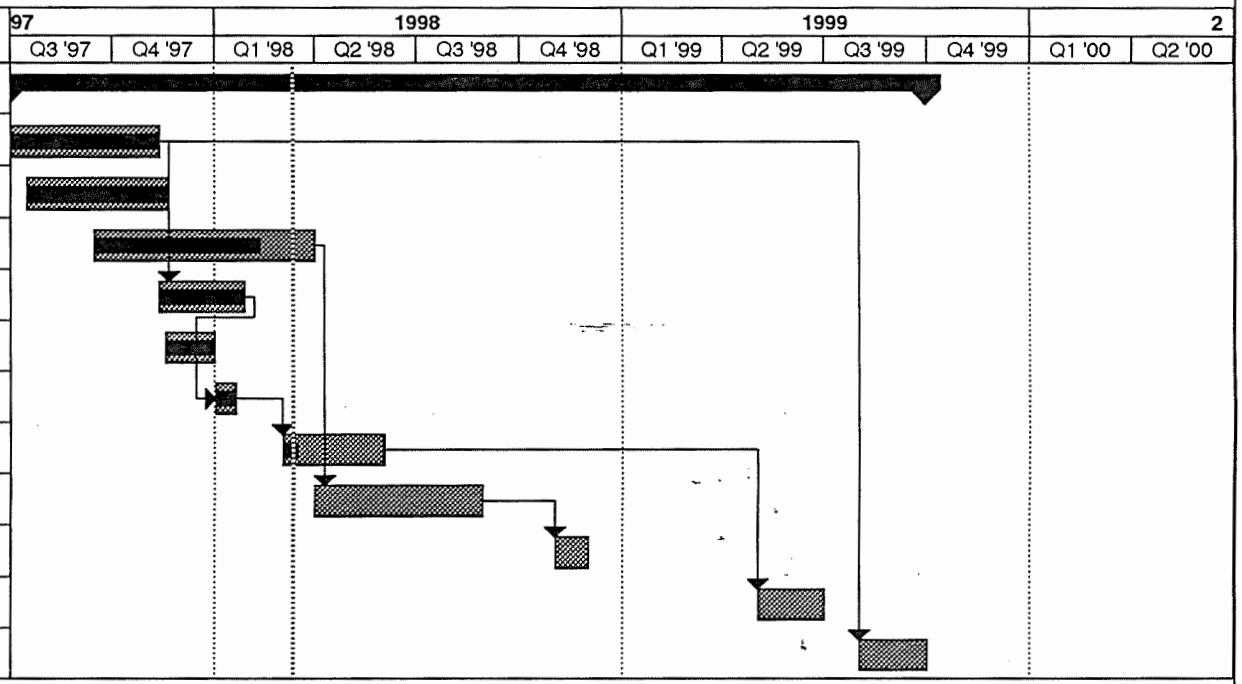
118th MAINE STATE LEGISLATURE
LEGISLATIVE COUNCIL

Migration Project

March 12, 1998

Maine State Legislature - WANG Migration Schedule

ID	Task Name	Start	Finish
1	**Technical Infrastructure**	**7/1/97**	**9/30/99**
2	File Server Upgrade	7/1/97	11/11/97
3	486 PC Replacement	7/17/97	11/19/97
4	LAN Enhancements Planning	9/15/97	3/31/98
5	Windows NT/SQL-Server Prep.	11/12/97	1/27/98
6	PCs in Committee Rooms	11/18/97	12/31/97
7	Application Server Planning	1/2/98	1/19/98
8	Application Server Install (NT/SQL)	3/3/98	6/1/98
9	LAN Enhancements Implement	4/1/98	8/28/98
10	Install Networked PCs in Committee	11/2/98	11/30/98
11	Operating System Upgrade (NT 5.0)	5/3/99	6/30/99
12	Office Suite Upgrade	8/2/99	9/30/99

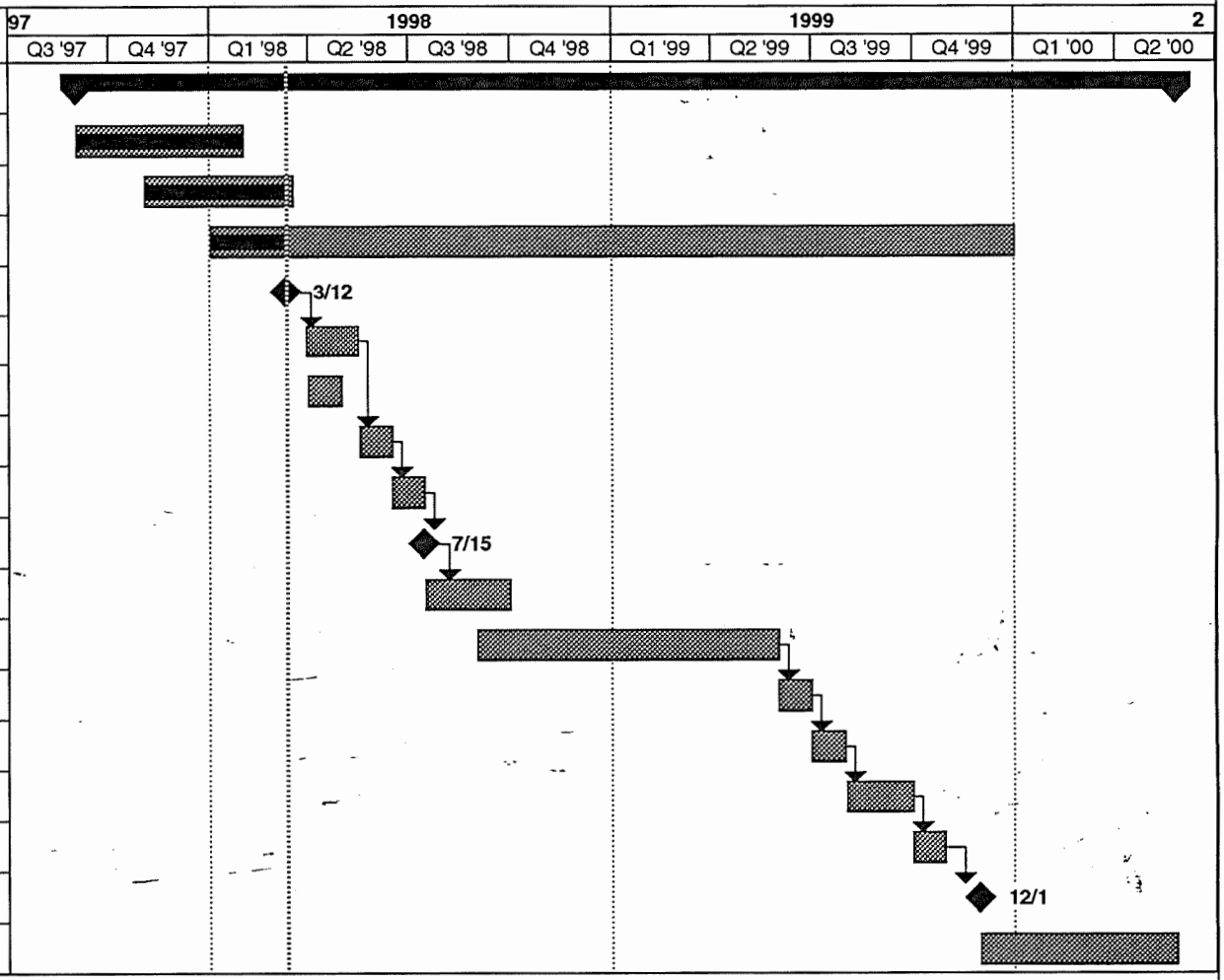


Project: WANG Migration Project, 7/1/97 ,5/26/00
Maine State Legislature
Date: 3/12/98

Task
Progress
Milestone
Summary
Rolled Up Task
Rolled Up Milestone
Rolled Up Progress

Maine State Legislature - WANG Migration Schedule

ID	Task Name	Start	Finish
13	**Application Software**	**9/2/97**	**5/26/00**
14	Bill Drafting/Status User Requirement	9/2/97	1/31/98
15	RFP Development	11/3/97	3/17/98
16	Misc. WANG Apps.	1/2/98	12/31/99
17	Council Approval to Proceed w/RFP	3/12/98	3/12/98
18	Vendor RFP Response Window	3/30/98	5/15/98
19	Form Review Team/Selection Criteria	4/1/98	4/30/98
20	Bid Review/Recommendation	5/18/98	6/15/98
21	Council Review/Approval Window	6/16/98	7/14/98
22	Contract Award	7/15/98	7/15/98
23	Finalize System Design/Architecture	7/16/98	9/30/98
24	Application Software Development	9/1/98	5/31/99
25	Integration/System Testing	6/1/99	6/30/99
26	Database Conversion Window	7/1/99	7/30/99
27	Application Testing Window	8/2/99	9/30/99
28	User Application Training	10/1/99	10/29/99
29	Bill Drafting/Status Implement	12/1/99	12/1/99
30	Bill Drafting/Status Support	12/1/99	5/26/00



Project: WANG Migration Project, 7/1/97 ,5/26/00
Maine State Legislature
Date: 3/12/98

Task
Progress
Milestone
Summary
Rolled Up Task
Rolled Up Milestone
Rolled Up Progress

Migration RFP Review Feedback

- User Access to Data In the New System is not "User Friendly" (Ad Hoc Reports)
- RFP Language is Rooted in the Existing Process
- Balance between Senate, House, and Staff Office Requirements
- Schedule and Staff Availability Concerns

Migration RFP Review Feedback

- Contract Administration
- Need More Emphasis on the Opportunity to Improve the Legislative Process Itself
  - Data Entry
  - Status Reporting
  - Access to Data (who, what, when)

Phased Implementation Example

- Phase One
  - Migrate Applications from WANG to Client/Server, Open Relational Database Environment
- Phase Two
  - Build a Legislative Data Warehouse
- Phase Three
  - Implement a Legislative Leadership Information System

Migration Project Oversight

- Legislative Council Involvement and Policy Setting is Key to a Successful Project
- Staff Management Involvement and Process Ownership is Key to a Successful Project
- A Project Oversight Process is needed to Involve Staff Management and to Ensure the Legislative Council is Provided the Information it Needs to Set Policy

Migration Project Oversight Proposed Organization

LEGISLATIVE COUNCIL

Migration Oversight Steering Team

Council Members
Secretary of the Senate
Clerk of the House
Executive Director
Revisor of Statutes
Director, Office of Policy & Legal Analysis
Director, Office of Fiscal & Program Review
Director, Information Services

Proposed RFP Plan

- 3/12 - Further Council Discussion/Council Direction
- 3/16 - All RFP Comments in From Users
- 3/17 - Draft RFP Updated/Final Review
- 3/24 - Print and Assemble
- 3/31 - Advertise/Issue RFP
- 5/15 - Vendor Response Due

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