

**LEGISLATIVE ORGANIZATIONAL SESSION****Under Constitution and Statute****FIRST DAY - MONDAY, DECEMBER 1, 2008**

- 9:00 a.m. Freshmen legislators meet in the Brynhild Haugland Room for presentations on the following topics:
- Legislative Council services to legislators
  - Division of powers and duties among the three branches of government - Responsibilities of the legislative branch
  - Legislative branch structure - Committees, officers, employees
  - Affiliated organizations - Council of State Governments, National Conference of State Legislatures, Midwestern Higher Education Commission, and Western Interstate Commission on Higher Education

Concurrent computer training sessions - "Tips, Tricks, and Techniques" - for returning legislators assigned notebook computers. Each session is 90 minutes in length and is limited to 12 legislators. Signup is at the Legislative Council reception desk.

**E-Mail**  
**(Roughrider Room)**

9:00 a.m.

**Word**  
**(Sakakawea Room)**

9:00 a.m.

- 1:00 p.m. Senate and House convene in respective chambers

**Order of Business****Senate**

1. Call to order by Lieutenant Governor Jack Dalrymple
2. Prayer by Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck
3. Certification of members by Secretary of State
4. Roll call
5. Justice \_\_\_\_\_ administers Oath of Office to newly elected members
6. Explanation and distribution of legislators' packets and other materials - *Jay E. Buringrud, Assistant Director, Legislative Council*

**House**

1. Call to order by Representative Jeff Delzer (See NDCC Section 54-03-04)
2. Prayer by Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck
3. Certification of members by Secretary of State
4. Roll call
5. Justice \_\_\_\_\_ administers Oath of Office to newly elected members
6. Explanation and distribution of legislators' packets and other materials - *Jim W. Smith, Director, Legislative Council*

- 1:45 p.m. Recess

- 2:00 p.m. Caucuses of respective parties for discussion of organizational matters in assigned rooms:

Senate Majority - Fort Totten Room  
Senate Minority - Fort Lincoln Room  
House Majority - Brynhild Haugland Room  
House Minority - Prairie Room

- 2:20 p.m. Senate and House reconvene

**Senate**

7. Election of Secretary of the Senate
8. Election of Journal Reporter
9. Election of Sergeant-at-Arms
10. Lieutenant Governor administers Oath of Office to Secretary of the Senate, Journal Reporter, and Sergeant-at-Arms
11. Election of President Pro Tempore
12. Adoption of temporary rules
13. Selection of seats

**House**

7. Election of Chief Clerk of House
8. Election of Journal Reporter
9. Election of Sergeant-at-Arms
10. Former Speaker administers Oath of Office to Chief Clerk of House, Journal Reporter, and Sergeant-at-Arms
11. Election of Speaker and administration of Oath of Office by former Speaker
12. Adoption of temporary rules
13. Selection of seats

## 14. Appointment of procedural committees:

- a. Temporary committee to inform Governor and House that Senate is organized (3)
- b. Committee on Committees (8)
- c. Delayed Bills (5)
- d. Committee Rooms (3)
- e. Employment (5)
- f. Correction and Revision of the Journal (3)
- g. Rules (9)
- h. Inaugural Planning (3)

## 15. Committee and administrative announcements

- a. Each legislator must meet with photographer for taking official photograph before adjournment.
- b. Returning legislators assigned notebook computers can sign up for training courses scheduled for Tuesday. Signup lists at Legislative Council reception desk.

3:00 p.m. Adjournment until 9:00 a.m. Tuesday

3:15 p.m. Meeting of Rules and Employment Committees of each house in announced committee rooms

Meeting of Senate Committee on Committees and House Committee on Committees

Meeting of any other committee at the call of the chairman as announced prior to recess

Concurrent computer training sessions - "Tips, Tricks, and Techniques" - for returning legislators assigned notebook computers. Each session is 90 minutes in length and is limited to 12 legislators. Signup is at the Legislative Council reception desk.

**E-Mail**  
**(Roughrider Room)**  
3:15 p.m.

**Word**  
**(Sakakawea Room)**  
3:15 p.m.

## SECOND DAY - TUESDAY, DECEMBER 2, 2008

9:00 a.m. Reconvene in respective chambers  
Prayer by Chaplain (Senate - Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck;  
House - Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck)  
Roll call and announcements

9:10 a.m. **Joint Session - House Chamber**

Report of findings and recommendations of committees of the Legislative Council by the chairman and the director

Presentation by Representative Lawrence R. Klemin, North Dakota Commission on Uniform State Laws, regarding uniform state laws

10:15 a.m. Recess

10:45 a.m. Legislators not otherwise occupied meet in the Brynhild Haugland Room for presentations and a question and answer session on the legislative process:

- Explanation of legislative rules (15 minutes)
- Explanation of daily routine of the House and Senate - Floor procedures, orders of business, "carrying" bills (15 minutes)
- Explanation of procedure bill follows to become law - Introduction, hearings, amendment, crossover, conference committee, final passage, presentation to Governor (15 minutes)
- Prefiling of bills (5 minutes)

Concurrent computer training sessions for returning legislators assigned notebook computers. Each session is 90 minutes in length and is limited to 12 legislators. Signup is at the Legislative Council reception desk.

**E-Mail**  
**(Roughrider Room)**  
10:45 a.m.

**Word**  
**(Sakakawea Room)**  
10:45 a.m.

1:15 p.m. Senate and House reconvene in respective chambers

#### **Senate Legislative Ethics Session**

1. President announces that discussion will be of joint rules on legislative ethics
2. Presentation on legislative ethics and laws and rules governing the activities and conduct of public officials - *Jay E. Buringrud, Assistant Director, Legislative Council*
3. Remarks on legislative ethics - Majority Leader
4. Remarks on legislative ethics - Minority Leader

#### **House Legislative Ethics Session**

1. Speaker announces that discussion will be of joint rules on legislative ethics
2. Presentation on legislative ethics and laws and rules governing the activities and conduct of public officials - *Jim W. Smith, Director, Legislative Council*
3. Remarks on legislative ethics - Majority Leader
4. Remarks on legislative ethics - Minority Leader

2:15 p.m. Adjournment until 8:30 a.m. Wednesday

Caucuses of respective parties for discussion of legislative rules amendments:

Senate Majority - Fort Totten Room  
Senate Minority - Fort Lincoln Room  
House Majority - Brynhild Haugland Room  
House Minority - Prairie Room

Meetings of committees at call of the chairmen

2:45 p.m. Legislators not otherwise occupied meet in the Brynhild Haugland Room for presentations on the purpose and use of legislative documents:

- Bills, resolutions, amendments (committee reports), Session Laws, and North Dakota Century Code (20 minutes)
- Calendars, journals, bill status reports, fiscal notes (10 minutes)
- Budget status reports and executive budget report (10 minutes)
- Committee minutes, Legislative Council reports - Legislative Council's library collection (10 minutes)

2:45 p.m. Concurrent computer training sessions for returning legislators assigned notebook computers. Each session is 90 minutes in length and is limited to 12 legislators. Signup is at the Legislative Council reception desk.

**E-Mail**  
**(Roughrider Room)**  
2:45 p.m.

**Word**  
**(Sakakawea Room)**  
2:45 p.m.

### **THIRD DAY - WEDNESDAY, DECEMBER 3, 2008**

8:30 a.m. Call to order in respective chambers

Prayer by Chaplain (Senate - Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck;  
House - Reverend \_\_\_\_\_, \_\_\_\_\_ Church, Bismarck)

Roll call

Recess

8:40 a.m. Caucuses of respective parties for discussion of committee assignments:

Senate Majority - Fort Totten Room  
Senate Minority - Fort Lincoln Room  
House Majority - Brynhild Haugland Room  
House Minority - Prairie Room

9:10 a.m. Reconvene

Committee reports (including announcements of standing committee appointments)

Selection and administration of oath of any officer not selected on Tuesday

Adoption of permanent rules

All other unfinished business

Announcements

9:40 a.m. Recess

9:55 a.m. Reconvene in House chamber

**10:00 a.m. Joint Session - House Chamber**

Presentation by Governor John Hoeven of the executive budget and revenue proposals

10:45 a.m. Adjourn

11:00 a.m. Budget Section convenes in Senate chamber

**NOTE: Computer training for new legislators.** New legislators can sign up to receive personal computers and the required training in the use of the computers. This includes signout of personal computers, review of policies governing computer use, and training on software programs used by legislators. Classes are two hours in length. The class for new legislators **with experience** in the use of computers is from 12:00 noon to 2:00 p.m. on Wednesday, December 3. The class for legislators **with limited experience** in the use of computers is from 2:30 to 4:30 p.m. on Wednesday, December 3. Signup is at the Legislative Council reception desk.

**NOTE: LAWS system training for all legislators.** Legislators can sign up to receive training on the Legislator's Automated Work Station (LAWS) system, which is the system for obtaining legislative information during the session. The training will be in the Brynhild Haugland Room. Classes are two and one-half hours in length (8:30 to 11:00 a.m.; 11:30 a.m. to 2:00 p.m.; and 2:30 to 5:00 p.m.) and are limited to 49 legislators at a time, on a first-come, first-served basis. Signup is at the Legislative Council reception desk. Training classes are scheduled for Monday, January 5.

**NOTE:** The Budget Section will meet in the Senate chamber Wednesday morning at 11:00 a.m. and is scheduled to adjourn by 5:00 p.m. on Wednesday. All legislators named to the Appropriations Committees, the majority and minority leaders and their assistants, and the Speaker of the House serve on the Budget Section. Other legislators also may attend the Budget Section meeting.