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## LEGISLATIVE PROCEDURE AND ARRANGEMENTS COMMITTEE

Wednesday, March 18, 2020  
Senate Chamber, State Capitol  
Bismarck, North Dakota

Senator Rich Wardner, Chairman, called the meeting to order at 1:00 p.m.

**Members present:** Senators Rich Wardner, John Grabinger, Joan Heckaman, Jerry Klein, Oley Larsen; Representatives Josh Boschee, Karla Rose Hanson, Lawrence R. Klemin, Chet Pollert

**Members absent:** Representative Scott Louser

**Others present:** John Bjornson and Kyle W. Forster, Legislative Council, Bismarck

Chairman Wardner said the committee convened in the Senate Chamber and by conference call due to public health recommendations related to the coronavirus. He said the agenda was abbreviated for the same reason.

**It was moved by Representative Boschee, seconded by Senator Klein, and carried on a voice vote that the minutes of the December 18, 2019, meeting be approved as distributed.**

### VIDEO OF COMMITTEE MEETINGS

Chairman Wardner called on Mr. Kyle W. Forster, Information Technology Manager, Legislative Council, for a presentation ([Appendix A](#)) regarding the status of the legislative committee room video streaming pilot project.

In response to a question from Senator Larsen, Mr. Forster said the Legislative Council will collect statistics regarding how many people watch committee meetings live on the video feed and how many play the video feed after the meeting concludes.

In response to a question from Chairman Wardner, Mr. John Bjornson, Director, Legislative Council, said the current biennium budget does not include sufficient funding to expand the pilot project to the three additional committee rooms used for the House of Representatives Appropriations Committee, its subcommittees, and the Senate Appropriations Committee during the legislative session. He said carryover funds may be available, or the Legislative Assembly may consider appropriating the funds early in the session.

In response to a question from Representative Klemin, Mr. Forster said he would not recommend setting up video streaming in all committee rooms at this time because the pilot project to test the equipment is ongoing.

In response to questions from Representative Pollert, Mr. Forster said the approximately \$126,000 needed to expand the project to the three additional rooms used for committees and subcommittees on appropriations includes the line items highlighted in green in his presentation. He said the committees and subcommittees meet in the Senate Conference Room, Medora Room, and Sakakawea Room in addition to the Harvest Room and Roughrider Room. Because the audio system in the Senate Conference Room is not as good as the audio system in other committee rooms, he said, the committee may want to consider moving the Senate Appropriations Committee meetings from the Senate Conference Room to the Missouri River Room. He said the current scope of the pilot project is sufficient to provide the data necessary to make an informed decision about expanding the project at a later date.

In response to a question from Representative Hanson, Mr. Bjornson said he does not know whether there will be budget savings as a result of legislators refraining from travel to the Capitol which could be used for expanding the video streaming pilot project. He said if there is a special session, there would be additional costs for the interim. He said payments for legislators' travel to meetings are disbursed from the Legislative Council's funds, while payments for the video streaming pilot project are disbursed from the Legislative Assembly's funds.

Senator Klein and Representative Pollert said the Legislative Assembly should be frugal at this time, and the pilot project should not be expanded now.

Representative Boschee said the public health situation is changing how the Legislative Assembly operates, and more remote access to committee meetings may be necessary.

In response to a question from Chairman Wardner, Mr. Forster said there likely will be enough time to set up video streaming equipment in additional rooms for the legislative session if the committee decides in early September to expand the project.

In response to a question from Senator Heckaman, Mr. Forster said using the Missouri River Room instead of the Senate Conference Room would not reduce costs but would provide better audio quality.

Chairman Wardner said the committee will discuss the video streaming project again in September.

### **LEGISLATIVE BRANCH COMPUTER REPLACEMENT**

Chairman Wardner called on Mr. Forster for a presentation ([Appendix B](#)) regarding recommendations for laptop computer and tablet replacements. Mr. Forster said there are several options for replacement equipment. He said the recommendations of the Computer Replacement Workgroup comprise Option 1 in his presentation.

In response to questions from Senator Klein, Mr. Forster said a 15-inch to 16-inch laptop is a good choice because several legislators need a large enough screen to display enlarged text. He said data regarding legislators' use of current equipment indicates legislators need both laptops and tablets. He said laptops are especially important because laptops have functions tablets lack and, if wireless connections are lost, can connect to the Ethernet in the House and Senate Chambers to maintain Internet connectivity.

**It was moved by Representative Pollert, seconded by Senator Larsen, and carried on a roll call vote to approve the Computer Replacement Workgroup recommendation to replace the laptops with the EliteBook 850 G6 and replace the tablets with the 4<sup>th</sup> generation iPad Pro 12.9.** Senators Wardner, Grabinger, Heckaman, Klein, and Larsen and Representatives Boschee, Hanson, Klemin, and Pollert voted "aye." No negative votes were cast.

### **SUPREME COURT REQUEST TO USE HOUSE OF REPRESENTATIVES CHAMBER**

Chairman Wardner called on the Director for a presentation regarding a request by the Supreme Court to use the House of Representatives Chamber for hearings while the Supreme Court offices are renovated. The Director said he received the request from the Supreme Court and was told the noise from the renovations would interfere with court hearings. He said entities given permission to use the Senate Chamber or House of Representatives Chamber are responsible for arranging for cleaning and security. He said permission generally is contingent on the Legislative Assembly not needing the chamber for a special session.

**It was moved by Senator Heckaman, seconded by Senator Grabinger, and carried on a roll call vote that the Supreme Court's request to use the House of Representatives Chamber while the Supreme Court offices are renovated, subject to the the Legislative Assembly not entering a special session and provided the Supreme Court provides for the cleaning and security of the chamber, be approved.** Senators Wardner, Grabinger, Heckaman, Klein, and Larsen and Representatives Boschee, Hanson, Klemin, and Pollert voted "aye." No negative votes were cast.

### **STATE STUDENT CONGRESS REQUEST TO USE CHAMBERS**

Chairman Wardner called on the Legislative Council staff to present the North Dakota High School Activities Association request ([Appendix C](#)) to use the House of Representatives Chamber, Senate Chamber, and legislative committee rooms for the State Student Congress on November 4-5, 2021.

**It was moved by Senator Heckaman, seconded by Senator Grabinger, and carried on a roll call vote that the North Dakota High School Activities Association's request to use the House of Representatives Chamber, Senate Chamber, and legislative committee rooms for the State Student Congress on November 4-5, 2021, be approved.** Senators Wardner, Grabinger, Heckaman, Klein, and Larsen and Representatives Boschee, Hanson, Klemin, and Pollert voted "aye." No negative votes were cast.

### **DOCTOR OF THE DAY PROGRAM**

Chairman Wardner called on the Legislative Council staff to present the North Dakota Medical Association request ([Appendix D](#)) to provide physician services to legislators during the 2021 session.

**It was moved by Representative Boschee, seconded by Senator Klein, and carried on a roll call vote that the North Dakota Medical Association's request to provide physician services to legislators during the 2021 session be approved.** Senators Wardner, Grabinger, Heckaman, Klein, and Larsen and Representatives Boschee, Hanson, Klemin, and Pollert voted "aye." No negative votes were cast.

### **POLICY ON USE OF COMPUTERS BY LEGISLATORS**

Chairman Wardner called on the Legislative Council staff to present the [Policy on Use of Computers by Legislators](#). The Legislative Council staff said the policy was reviewed during the previous meeting, and Representative Klemin had asked for a definition of "legislative information systems" to be included in the policy. She said the policy was updated to include the definition.

Representative Pollert said he reminded the members of the House of Representatives to complete their cybersecurity training.

Representative Boschee said he reminded the members of his caucus to complete their cybersecurity training.

**It was moved by Senator Klein, seconded by Representative Pollert, and carried on a roll call vote that the Policy on Use of Computers by Legislators be approved.** Senators Wardner, Grabinger, Heckaman, Klein, and Larsen and Representatives Boschee, Hanson, Klemin, and Pollert voted "aye." No negative votes were cast.

### **CAPITOL RENOVATIONS**

Chairman Wardner called on the Legislative Council staff to read an email ([Appendix E](#)) from Mr. John Boyle, Director, Facilities Management, Office of Management and Budget, regarding renovations to the south entrance of the Capitol, the sign on the south lawn of the Capitol, and the assessment of the Capitol's compliance with the requirements of the Americans with Disabilities Act.

### **LEGISLATIVE DEADLINES AND CALENDAR**

Chairman Wardner said committee members could raise other matters pertaining to legislative arrangements.

In response to a question from Representative Pollert, the Director said the Chairman of the Legislative Management has authority to set the dates for the meeting in November at which the Legislative Management will receive interim committee final reports.

Representative Pollert said the meeting will be November 12-13, 2020.

In response to a question from Representative Pollert, the Director said the committee generally recommends dates for the organizational session to the Legislative Management.

Representative Pollert said he recommended December 1-3, 2020, or December 2-4, 2020, for the organizational session.

Representative Boschee said the Democratic caucus supports holding the organizational session during the 1<sup>st</sup> week of December, and the dates Representative Pollert recommended would be acceptable to the caucus.

In response to a question from Senator Heckaman, the Director said the National Conference of State Legislatures' Capitol Forum will be held December 10-12, 2020, and the Council of State Governments will hold its annual meeting on December 2-5, 2020.

### **GOVERNOR'S RESIDENCE**

Representative Pollert said he would like a report from Mr. Boyle regarding the money appropriated for the Governor's residence, the amount of money spent on the residence, and the status of the project at the next meeting.

### **CAPITOL SECURITY**

Senator Klein said some individuals suggested security at the Capitol may not be necessary. He said he would like a report from the Highway Patrol and input from the Director regarding that issue at the next meeting. He said many school groups and others visit the Capitol, and the committee should be mindful of their safety.

Senator Larsen said people should not have to go through security to enter the Capitol.

Representative Pollert said he supports employees' safety and would not agree to removing security at the Capitol without a lot of evidence supporting that position.

Chairman Wardner said Capitol security will be addressed at the next meeting, but the committee likely does not have jurisdiction over the issue. He said Mr. Boyle will need to be part of the discussion regarding security.

### **PRAIRIE ROOM**

Senator Klein said the committee should consider no longer using the Prairie Room as a standing committee room during legislative sessions. He said it is inconveniently located, creates significant crowding, and lacks access to public restrooms.

In response to a question from Senator Klein, the Director said the Legislative Council will examine alternatives to using the Prairie Room and report to the committee at its next meeting.

No further business appearing, Chairman Wardner adjourned the meeting at 2:45 p.m.

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Claire Ness  
Counsel

ATTACH:5