



LEGISLATIVE PROCEDURE AND ARRANGEMENTS COMMITTEE

Monday and Tuesday, June 27-28, 2022
Harvest Room, State Capitol
Bismarck, North Dakota

Monday, June 27, 2022

- 1:30 p.m. Call to order
Roll call
Consideration of the [minutes of the December 15, 2021, meeting](#)
- RENOVATION, PURCHASES, EQUIPMENT, AND LETTERHEAD**
- 1:35 p.m. Presentation by Mr. John Boyle, Director, Facilities Management Division, Office of Management and Budget, regarding Americans with Disabilities Act compliance of committee rooms
- 1:50 p.m. Comments by Mr. John Bjornson, Director, Legislative Council, regarding progress in converting Legislative Council workspace into information technology offices and workstations
- 2:00 p.m. Discussion and consideration regarding the:
- Replacement schedule for chamber and committee room chairs;
 - Replacement of carpeting in the chambers;
 - Service plan for chamber desk phones;
 - Purchase of new computer bags;
 - Distribution of electronic letterhead; and
 - Schedule for returning state-issued electronic devices
- 3:00 p.m. Break
- PRINTING AND PHOTOGRAPHY**
- 3:15 p.m. Presentation by the Legislative Council staff regarding printing services
- 3:25 p.m. Presentation by the Legislative Council staff of [proposed legislative rule amendments](#) regarding journal and rule book printing and distribution
- 3:35 p.m. Presentation by the Legislative Council staff of an [invitation to bid](#) for Legislative Assembly photography services
- POLICY AGAINST WORKPLACE HARASSMENT**
- 3:45 p.m. Presentation by the Legislative Council staff of an [overview](#) of the [Legislative Assembly Policy Against Workplace Harassment](#)
- 4:00 p.m. Committee discussion regarding potential updates to the *Legislative Assembly Policy Against Workplace Harassment*
- 4:30 p.m. Recess

Tuesday, June 28, 2022

LEGISLATIVE SESSION ARRANGEMENTS

- 9:00 a.m. Discussion of 2023 legislative session arrangements, including the:
- Chaplaincy program;
 - Legislative tour guide program;
 - Dates for the State of the State address, Tribal-State Relationship Message, State of the Judiciary address, commerce commissioner's report, agriculture commissioner's report, and agriculture groups' report; and
 - WATS telephone line
- 9:40 a.m. Presentation by the Legislative Council staff of recommendations from the House and Senate Employment Committee Chairmen, an organizational chart of [House](#) and [Senate](#) legislative session staff, updated session staff job descriptions for the [House](#) and [Senate](#), and a [memorandum regarding legislative assembly positions and compensation](#)
- 10:20 a.m. Presentation by the Legislative Council staff of a [memorandum](#) regarding 2021 legislative session meeting rooms and clerk work spaces
- 10:30 a.m. Consideration of committee rooms and clerk work spaces for the 2023 legislative session
- 10:45 a.m. Consideration of the Marketplace for Kids request to use the Memorial Hall and Legislative Hall for a student exhibit display
- 11:00 a.m. Adjourn

A livestream of the meeting will be available to the public at: <https://video.legis.nd.gov>.

Committee Members

Senators: Rich Wardner (Chairman), Joan Heckaman, Kathy Hogan, Jerry Klein, Karen K. Krebsbach, Larry Luick

Representatives: Joshua A. Boschee, Kim Koppelman, Scott Louser, Alisa Mitskog, Chet Pollert

Staff Contact: Emily Thompson, Legal Division Director