

Agenda

LEGISLATIVE ORGANIZATIONAL SESSION

Under Constitution and Statute

FIRST DAY - TUESDAY, DECEMBER 8, 1998

9:00 a.m. Senate and House convene in respective chambers

Order of Business

SENATE

1. Call to order by Lieutenant Governor
2. Prayer by Chaplain
3. Certification of members by Secretary of State
4. Roll call
5. Associate Justice Mary Muehlen Maring 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 Mike Timm (See NDCC Section 54-03-04)
2. Prayer by Chaplain
3. Certification of members by Secretary of State
4. Roll call
5. Associate Justice Carol Ronning Kapsner administers Oath of Office to newly elected members
6. Explanation and distribution of legislators' packets and other materials - *John D. Olsrud, Director, Legislative Council*

10:00 a.m. Recess

10:15 a.m. Caucuses of respective parties for discussion of organizational matters in assigned rooms:

Senate Majority - Harvest Room
Senate Minority - Sakakawea Room
House Majority - Brynhild Haugland Room
House Minority - Roughrider Room

10:45 a.m. Senate and House reconvene

SENATE

7. Election of Secretary of Senate and administration of Oath of Office by Lieutenant Governor
8. Election of Desk Reporter and administration of Oath of Office by Lieutenant Governor
9. Election of Sergeant-at-Arms and administration of Oath of Office by Lieutenant Governor
10. Election of President Pro Tem
11. Adoption of temporary rules
12. Selection of seats
13. 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)

HOUSE

7. Election of Chief Clerk of House and administration of Oath of Office by former Speaker
8. Election of Desk Reporter and administration of Oath of Office by former Speaker
9. Election of Sergeant-at-Arms and administration of Oath of Office by former Speaker
10. Election of Speaker and administration of Oath of Office by former Speaker
11. Adoption of temporary rules
12. Selection of seats
13. Appointment of procedural committees:
 - a. Temporary committee to inform Governor and Senate that House 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 (5)

- g. Rules (9) g. Rules (7)
- h. Inaugural Planning (3) h. Inaugural Planning (3)

14. Committee and administrative announcements

- a. Each legislator must meet with photographer for taking official photograph before adjournment.
- b. Legislators assigned notebook computers can sign up for training courses scheduled for Tuesday afternoon and Wednesday morning. Signup lists at Legislative Council receptionist's desk.

12:00 noon

Luncheon recess

1:30 p.m.

Legislators not otherwise occupied meet in the Brynhild Haugland Room for presentations on the following topics:

- Division of powers and duties among the three branches of government - Responsibilities of the legislative branch (20 minutes)
- Legislative branch structure - Committees, officers, employees (10 minutes)
- Legislative Council services to legislators (15 minutes)

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 for legislators assigned notebook computers. Each session is one hour in length and is limited to 12 legislators. Signup is at the Legislative Council receptionist's desk.

**E-Mail
(Roughrider Room)**
1:30 p.m.
2:40 p.m.
3:50 p.m.

**Internet
(Harvest Room)**
1:30 p.m.
2:40 p.m.
3:50 p.m.

**Word Processing
(Sakakawea Room)**
1:30 p.m.
2:40 p.m.
3:50 p.m.

SECOND DAY - WEDNESDAY, DECEMBER 9, 1998

9:00 a.m.

Reconvene in respective chambers
Prayer by Chaplain
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, Director, and Legislative Budget Analyst and Auditor

10:30 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 legislators assigned notebook computers. Each session is one hour in length and is limited to 12 legislators. Signup is at the Legislative Council receptionist's desk.

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

**Internet
(Harvest Room)**
10:45 a.m.

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

1:15 p.m.

Senate and House reconvene in respective chambers

Order of Business

SENATE

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 by Majority Leader
4. Remarks by Minority Leader

HOUSE

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 - *John D. Olsrud, Director, Legislative Council*
3. Remarks by Majority Leader
4. Remarks by Minority Leader

- 1:45 p.m. Recess
Meetings of committees at call of the chairmen
- 2:15 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 (10 minutes)
 - Calendars, journals, bill status reports, fiscal notes (10 minutes)
 - Committee minutes, Legislative Council reports - Legislative Council's library collection (10 minutes)
 - Budget status reports and executive budget report (10 minutes)
- 2:15 p.m. LAWS system training session in Senate chamber for senators not otherwise occupied who have been assigned notebook computers. This session covers changes to the LAWS system since the 1997 session. This session is two hours in length and will be repeated Monday, January 4. Attendees should bring their computers and sit in their assigned seats.
- 3:00 p.m. Committee chairmen, Employment Committee members, and other interested legislators meet in the Brynhild Haugland Room for a presentation on the impact of the federal Americans with Disabilities Act on legislative employment practices, legislative services, and committee operations

THIRD DAY - THURSDAY, DECEMBER 10, 1998

- 9:00 a.m. Call to order in respective chambers
Prayer by Chaplain
Roll call
- 9:05 a.m. Committee reports (including announcements of standing committee appointments)
Selection and administration of oath of any permanent employees
Adoption of permanent rules
All other unfinished business
Announcements
- 10:10 a.m. Recess
- 10:25 a.m. Reconvene in respective chambers
- 10:30 a.m. **JOINT SESSION - HOUSE CHAMBER**
Presentation by Governor Edward T. Schafer of the executive budget and revenue proposals
- 11:10 a.m. Adjourn
- 1:15 p.m. LAWS system training session in House chamber for representatives not otherwise occupied who have been assigned notebook computers. This session covers changes to the LAWS system since the 1997 session. This session is two hours in length and will be repeated Monday, January 4. Attendees should bring their computers and sit in their assigned seats.

NOTE: The Budget Section will meet in the Senate chamber Thursday afternoon at 1:00 p.m. and will also meet on Friday, December 11, beginning at 9:00 a.m. 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.