



North Dakota Legislative Council

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LEGISLATIVE ASSEMBLY EMPLOYEE POSITIONS AND COMPENSATION

This memorandum provides information on the number of employee positions during the 2023 legislative session and reviews the proposed number of employee positions for the 2025 legislative session. This memorandum also provides information on employee compensation during the 2023 legislative session and proposed compensation levels for the 2025 legislative session. Since the number of employee positions peaked at 136 in 1993, the number of employees has been reduced to 80 during the 2023 legislative session.

SESSION EMPLOYMENT POSITIONS 2023 Employment Positions

During the 2021-22 interim, the Legislative Management recommended a total of 79 employment positions for the 2023 legislative session, 35 of which were Senate positions and 44 of which were House positions.

During the 2023 legislative session, the Senate Majority Leader and Senate Minority Leader each employed one staff assistant rather than the two proposed, the Senate employed two procedural assistant appropriations committee clerks rather than the one proposed, the Senate employed two technological assistant appropriations committee clerks with none proposed, the Senate employed two pages rather than the three proposed, and the House employed one parking lot attendant with none proposed.

The resulting actual number of Legislative Assembly employees employed during the 2023 legislative session was 80 employees, 35 of which were employed in the Senate and 45 of which were employed in the House.

2025 Proposed Positions

The 86 employment positions recommended for the 2025 legislative session include 41 employment positions for the Senate and 45 employment positions for the House. The seven additional positions, as compared to the 79 positions proposed for the 2023 legislative session, include:

- One additional quality assurance clerk for each house. The addition of an extra quality assurance clerk for each house, for a total of two in each house, will allow the quality assurance clerks to keep up with their workload and provide an additional individual who is trained on clerk duties to fill in for other clerks in the event of absences due to illness or unexpected turnover during the legislative session.
- Two additional procedural assistant appropriations committee clerks and three additional technological appropriations committee clerks for the Senate. These positions are recommended due to the rule change approved during the 2023 legislative session to form Senate Appropriations Committee divisions. This change will allow the Senate to have the same number of staff as is provided for the House Appropriations Committee divisions.

The proposed 2025 legislative session positions do not include a parking lot attendant, which was eliminated from the proposed positions during the 2023 legislative session, but ultimately filled by the House during the 2023 legislative session.

2023 and 2025 Legislative Session Employment Positions

The following table lists the proposed 79 and actual 80 employment positions for the 2023 legislative session and the proposed 86 employment positions for the 2025 legislative session.

Employment Positions - 2023 Session Proposed and Actual and 2025 Session Proposed									
Employee Position	2023 Session Proposed Number of Employee Positions			2023 Session Actual Number of Employee Positions			2025 Session Proposed Number of Employee Positions		
	Senate	House	Total	Senate	House	Total	Senate	House	Total
Administrative Assistant to the Speaker	0	1	1	0	1	1	0	1	1
Administrative Assistant to the Majority Leader	1	1	2	1	1	2	1	1	2
Staff Assistant to the Majority Leader ¹	2	2	4	1	2	3	2	2	4
Administrative Assistant to the Minority Leader	1	1	2	1	1	2	1	1	2
Staff Assistant to the Minority Leader ¹	2	2	4	1	2	3	2	2	4
Secretary of the Senate/Chief Clerk of the House	1	1	2	1	1	2	1	1	2
Assistant Secretary/Assistant Chief Clerk	1	1	2	1	1	2	1	1	2
Journal Reporter	1	1	2	1	1	2	1	1	2
Calendar Clerk ²	1	1	2	1	1	2	1	1	2
Bill and Recording Clerk ³	1	1	2	1	1	2	1	1	2
Chief Committee Clerk/Deputy Chief Clerk	1	1	2	1	1	2	1	1	2
Quality Assurance Clerk ⁴	1	1	2	1	1	2	2	2	4
Procedural Committee Clerk ⁵	5	5	10	5	5	10	5	5	10
Technological Committee Clerk ⁵	5	5	10	5	5	10	5	5	10
Procedural Appropriations Committee Clerk ⁶	1	1	2	1	1	2	1	1	2
Technological Appropriations Committee Clerk ⁶	1	1	2	1	1	2	1	1	2
Procedural Assistant Appropriations Committee Clerk ⁷	1	3	4	2 ⁷	3	5	3	3	6
Technological Assistant Appropriations Committee Clerk ⁷	0	3	3	2 ⁷	3	5	3	3	6
Sergeant-at-Arms	1	1	2	1	1	2	1	1	2
Deputy Sergeant-at-Arms	1	1	2	1	1	2	1	1	2
Assistant Sergeant-at-Arms	2	4	6	2	4	6	2	4	6
Chief Page/Chief Legislative Assistant ⁸	1	1	2	1	1	2	1	1	2
Legislative Assistant - Desk Page	0	1	1	0	1	1	0	1	1
Legislative Assistant - Page ⁹	3	4	7	2	4	6	3	4	7
Legislative Assistant - Supply Room Coordinator ¹⁰	1	0	1	1	0	1	1	0	1
Legislative Assistant - Parking Lot Attendant ¹¹	-	-	-	0	1	1	-	-	-
Total:	35	44	79	35	45	80	41	45	86

¹During the 1993-94 interim, the Legislative Management Committee recommended the "reassignment" of a legislative intern position for each caucus to each leader, resulting in two staff assistants being authorized for each leader since the 1995 legislative session. Although a total of four staff assistant positions for the Majority Leaders and four staff assistant positions for the Minority Leaders have been authorized beginning with the 1995 session, the Majority Leaders have employed from one to three staff assistants and the Minority Leaders usually have employed three staff assistants. The pay resolution authorizes reallocation of pay for the staff assistant and administrative assistant positions authorized among the positions filled.

²Beginning with the 1995 legislative session, the calendar clerk position was established to handle daily calendar responsibilities under the newly computerized calendar system.

³Beginning with the 2013 legislative session, the position of recording clerk was created to operate the chamber video system. Beginning with the 2023 legislative session, the position of bill clerk and the position of recording clerk were merged to create a single bill and recording clerk position.

⁴Beginning with the 2023 legislative session, the three assistant committee clerk positions--one in the Senate and two in the House--were eliminated and replaced with two quality assurance clerk positions--one in each house.

⁵Beginning with the 2023 legislative session, the 10 committee clerk positions were reclassified as five procedural committee clerk positions and five technological committee clerk positions.

⁶Beginning with the 2023 legislative session, the two appropriations committee clerk positions were reclassified as two procedural appropriations committee clerk positions. A new technological appropriations committee clerk position also was created for the 2023 legislative session--one for each house.

⁷Beginning with the 2023 legislative session, the four assistant appropriations committee clerk positions were reclassified as four procedural assistant appropriations committee clerks. A new technological assistant appropriations committee clerk position also was created for the 2023 session, with all three of the employees in this position allocated to the House to staff the Appropriations Committee divisions. During the 2023 legislative session, one additional procedural assistant appropriations committee clerk and two additional technological assistant appropriations committee clerks were hired, in addition to the number of positions initially proposed, due to the creation of Appropriations Committee divisions in the Senate.

⁸The chief page and bill book clerks were replaced with legislative assistants in 2015.

⁹After the 1993 legislative session, page and bill book clerk positions were substantially reduced due to increased distribution of computer terminals and personal computers to legislators, which in turn resulted in the elimination of bill books and the maintenance of bill books by pages and bill book clerks. A total of 14 page and bill book clerks were employed in 1995, 9 in 1997, 5 in 1999, 6 in 2001 and 2003, and 7 beginning with the 2005 session through the 2013 session. In 2015, the position was designated as a page.

¹⁰The supply room coordinator is a position that traditionally had alternated between the Senate and House from session to session, but starting with the 2003 legislative session, the Senate continued to employ the supply room coordinator as a means of obtaining an "additional" assistant sergeant-at-arms to provide assistance during the floor session as necessary.

¹¹During the 2001 and 2003 legislative sessions, the parking lot attendant position was reduced to one position, which alternated between the House and Senate. Starting with the 2005 legislative session, each house again employed a parking lot attendant. For the 2023 legislative session, a parking lot attendant position was not proposed; however, the House ultimately employed one parking lot attendant.

NOTE: The journal page position was eliminated beginning with the 1995 legislative session because the computerized journal reporting system was enhanced enough for the journal reporter to assume full responsibility for journal preparation rather than rely on a page to deliver reports to the Legislative Council staff for completion of the journal after each daily session.

Beginning with the 1995 legislative session, secretarial services were first provided under contract with a private party. This resulted in the elimination of 13 positions at that time--2 chief stenographer and payroll clerks, 9 stenographers, and 2 typists.

Beginning with the 1997 legislative session, bill and journal room services were first provided under contract with a private party. This resulted in the elimination of 12 positions at that time--1 chief bill and journal room clerk, 6 bill room clerks, and 5 journal room clerks.

Beginning with the 2001 legislative session, telephone message services were first provided under contract with a private party. This resulted in the elimination of 11 positions at that time--1 chief telephone attendant, 8 telephone attendants, and 2 telephone pages.

The payroll clerk was converted to a part-time position that replaced the chief stenographer and payroll clerk position of each house beginning with the 1995 legislative session, when secretarial services were first provided under contract with a private party, and which alternated between the House and Senate from session to session. This part-time position was eliminated in 2013 because anyone now accessing PeopleSoft--the payroll system software--is subject to criminal background checks, and after the Legislative Council staff enters information concerning new legislators and session employees, monthly payroll requirements are minimal.

During the 2001 and 2003 legislative sessions, the information kiosk attendant position alternated between the Senate and House. Starting with the 2005 legislative session, each house again employed an information kiosk attendant. The dedicated information kiosk attendant position was eliminated starting with the 2023 legislative session.

SESSION EMPLOYEE COMPENSATION

In 1999, employee compensation was increased generally across the board by 7 percent. In addition, a skills recognition adjustment was provided for certain session employees to recognize supervisory, technical, and communications skills. The skills recognition adjustments ranged from an additional \$1 to \$11 per day. As a result, compensation ranged from \$62 to \$102 per day (\$7.75 to \$12.75 per hour based on an 8-hour day).

In 2001, employee compensation was increased generally across the board by 5 percent, rounded to the nearest dollar. The percentage was based on the 56th Legislative Assembly's approval of average pay increases of 2 percent for the 1st year of the biennium and 3 percent for the 2nd year of the biennium for state employees. In addition, skills recognition adjustments ranging from an additional \$3 to \$11 per day were provided for desk force positions, which increasingly require greater technical abilities than most other employee positions.

In 2003 and 2005, employee compensation was increased generally across the board by 5 percent, rounded to the nearest dollar.

In 2007, employee compensation was increased generally across the board by 8.16 percent, which reflected the 4 percent and 4 percent average pay increases authorized for state employees in 2005 and 2006 approved by the 59th Legislative Assembly.

In 2009, employee compensation was increased generally across the board from 11.8 to 14.3 percent to reach levels reflecting increases in the state's average weekly wage since 1999, rather than the 4 percent and 4 percent average pay increases authorized for state employees in 2007 and 2008 by the 60th Legislative Assembly.

In 2011, employee compensation was increased generally across the board by 5 percent and 5 percent, which reflected the 5 percent and 5 percent average pay increases authorized for state employees in 2009 and 2010 by the 61st Legislative Assembly.

In 2013, employee compensation was increased generally across the board by 3 percent and 3 percent, which reflected the 3 percent and 3 percent average pay increases authorized for state employees in 2011 and 2012 by the 62nd Legislative Assembly.

In 2015, employee compensation was increased generally across the board by 4 percent and 3 percent, which reflected the 4 percent and 3 percent average pay increases authorized for state employees in 2013 and 2014 by the 63rd Legislative Assembly.

In 2017, employee compensation was increased across the board by 3 percent. Because of budget allotments and uncertainty surrounding the state budget, the increase did not follow the 3 percent and 3 percent authorized for state employees in 2015 and 2016 by the 64th Legislative Assembly.

The 2019 proposed salary was the same daily salary paid during the 2017 legislative session except the Secretary of the Senate and the Chief Clerk of the House received raises of \$5 per day. Neither state employees nor legislators were authorized salary increases in 2017 and 2018 by the 65th Legislative Assembly.

In 2021, employee compensation was increased generally across the board by 2 percent and 2.5 percent, which reflected the 2 percent and 2.5 percent average pay increase authorized for state employees in 2019 and 2020 by the 66th Legislative Assembly. The 2021 concurrent pay resolution included an additional \$10 per day for the House and Senate journal reporters. The resolution also set the pay for all committee clerks at the same rate as the assistant appropriations committee clerks for the 2021 legislative session.

In 2023, employee compensation was increased generally across the board by 1.5 percent and 2 percent, which reflected the 1.5 percent and 2 percent average pay increases authorized for state employees in 2021 and 2022 by the 67th Legislative Assembly. The 2023 concurrent resolution setting compensation levels also provided for additional compensation of \$1 per day per session worked, up to a maximum of \$10 per day. Depending on the extent employees return from session to session, the additional compensation for prior sessions varies. For the 2023 legislative session, the additional compensation was \$131 per day for House employees and \$75 per day for Senate employees.

The total daily compensation for Legislative Assembly employees in 2023 was \$14,387, not including the \$1 per day per session allowed for prior session experience. The proposed total daily compensation for Legislative Assembly employees in 2025, not including the \$1 per day allowance, is \$16,540.

Employee Position Resolution

Any decision to adjust compensation for any position can be made by the Legislative Management by changing the amounts on the draft of the concurrent resolution designating employment positions and fixing compensation or by amending the resolution during the session.

North Dakota Century Code Section 54-03-10 requires the compensation of Legislative Assembly employees to be set by concurrent resolution. The concurrent resolution traditionally has been introduced by members of the Senate and House Employment Committees. Since 1997, the concurrent resolution establishing employee positions has not included specific names or identified specific individuals. This avoids special action to hire an employee after adoption of the resolution. By designating positions rather than naming employees, a report by an Employment Committee which names an employee and the position is sufficient to identify that employee, the position, and the compensation level. Since 1997, the concurrent resolution establishing employee positions also has authorized the Employment Committees to convert full-time positions to part-time positions, as appropriate, and has provided for a generic position of "legislative assistant" for employees not requiring technical skills so those employees can be transferred to work assignments as needed. The legislative assistant position covers positions

formerly identified as assistant sergeant-at-arms, supply room coordinator, chief page, desk page, page, information kiosk attendant, and parking lot attendant.

Recent and Proposed Legislative Session Employee Compensation

The following table illustrates the actual daily salaries for 2021 and 2023 legislative session positions and the proposed 2025 daily salary for all positions proposed for the 2025 legislative session. The 2025 proposed salary represents an increase of 6 percent and 4 percent, each of which was authorized for state employees by the 68th Legislative Assembly.

2021 and 2023 Compensation and Proposed 2025 Compensation				
2025 Proposed Employees	Position	Salary Per Position		
		2021 Daily Salary	2023 Daily Salary	2025 Proposed Daily Salary
1	Administrative Assistant to the Speaker	\$181	\$188	\$207
2	Administrative Assistant to the Majority Leader	\$181	188	207
4	Staff Assistant to the Majority Leader	\$181	188	207
2	Administrative Assistant to the Minority Leader	\$181	188	207
4	Staff Assistant to the Minority Leader	\$181	188	207
2	Secretary of the Senate/Chief Clerk of the House	\$210	217	239
2	Assistant Secretary/Assistant Chief Clerk	\$186	193	213
2	Journal Reporter	\$200	207	228
2	Calendar Clerk	\$186	193	213
2	Bill and Recording Clerk	-	188 ¹	207
2	Chief Committee Clerk/Deputy Chief Clerk	\$193	200	220
4	Quality Assurance Clerk	-	188 ²	207
10	Procedural Committee Clerk	-	181 ³	200
10	Technological Committee Clerk	-	181 ³	200
2	Procedural Appropriations Committee Clerk	-	188 ²	207
2	Technological Appropriations Committee Clerk	-	188 ²	207
6	Procedural Assistant Appropriations Committee Clerk	-	181 ³	200
6	Technological Assistant Appropriations Committee Clerk	-	181 ³	200
2	Sergeant-at-Arms	\$167	173	190
2	Deputy Sergeant-at-Arms	\$127	145 ⁴	160
6	Assistant Sergeant-at-Arms	\$120	135 ⁴	149
2	Chief Page/Chief Legislative Assistant	\$141	146	161
1	Legislative Assistant - Desk Page	\$120	124	136
7	Legislative Assistant - Page	\$120	124	136
1	Legislative Assistant - Supply Room Coordinator	\$120	135 ⁴	149
0	Legislative Assistant - Parking Lot Attendant	\$120	124	-
Total: 86		Total daily compensation:		\$14,387
				\$16,540

¹The 2023 daily compensation for the merged bill and recording clerk position was derived by selecting the higher of the 2021 daily compensation rates for the two separate positions, adjusted by the percentage increase applied to all 2023 compensation rates, and applying a further increase approved by the Legislative Procedure and Arrangements Committee.

²The 2023 daily compensation for the new quality assurance clerk position, procedural appropriations committee clerk position, and technological appropriations committee clerk position was equivalent to the 2021 daily rate of \$181 provided for appropriations committee clerks, adjusted by the percentage increase applied to all 2023 compensation rates.

³The 2023 daily compensation for the new procedural committee clerk position, technological committee clerk position, procedural assistant appropriations committee clerk position, and technological assistant appropriations committee clerk position was equivalent to the 2021 daily rate of \$174 provided for the 3-day, 2-day, and assistant appropriations committee clerks, adjusted by the percentage increase applied to all 2023 compensation rates.

⁴The 2023 daily compensation for the Deputy Sergeant-at-Arms, Assistant Sergeant-at-Arms, and the Legislative Assistant - Supply Room Coordinator was derived by selecting the 2021 daily compensation rates for the positions, adjusted by the percentage increase applied to all 2023 compensation rates, and applying a further increase approved by the Legislative Procedure and Arrangements Committee.

NOTE: During the 2019 legislative session, committee clerks were equally split between 3-day committee clerks and 2-day committee clerks. The pay for clerks classified as 3-day committee clerks was \$167 per day. The pay for clerks classified as 2-day committee clerks was \$162 per day.

During the 2021 legislative session, the pay for the 3-day, 2-day, and assistant appropriations committee clerks was equalized at a daily rate of \$174 due to increased committee clerk duties required to accommodate a remote legislative session.