

**MINUTES OF THE  
LEGISLATIVE PROCESS COMMITTEE**

Tuesday, July 17, 2007 – 3:00 p.m. – Room W025 House Building

**Members Present:**

Sen. Lyle W. Hillyard, Senate Chair  
Rep. Roger E. Barrus, House Chair  
Sen. Peter Knudson  
Rep. Douglas C. Aagard  
Rep. Ronda Rudd Menlove  
Rep. Carol Spackman Moss

**Members Absent:**

Sen. Brent H. Goodfellow  
Rep. Rosalind J. McGee

**Staff Present:**

Mr. John Q. Cannon, Managing Policy Analyst  
Mr. John L. Fellows, Deputy General Counsel  
Ms. Joy L. Miller, Legislative Secretary

**Note:** A list of others present, a copy of related materials, and an audio recording of the meeting can be found at [www.le.utah.gov](http://www.le.utah.gov).

**1. Committee Business**

Chair Barrus called the meeting to order at 3:15 p.m. Sen. Goodfellow and Rep. McGee were excused from the meeting.

**MOTION:** Sen. Hillyard moved to approve the minutes of the June 15, 2007 meeting. The motion passed unanimously.

**2. Transition to the State Capitol**

Mr. David Hart, AIA, Executive Director, Capitol Preservation Board, gave a presentation on "What to expect when we move back to the Capitol." He indicated that the move back to the capitol is currently scheduled for December 4, 2007. He discussed the changes and upgrades that have been made to the building. He suggested that the Legislature address the issues of the distance between committee rooms and access to secure hallways. Mr. Hart commented that when the renovation project is totally complete, each legislator will have an office.

The Committee discussed the following transition issues:

- possibility of the Senate voting electronically
- who should be allowed to enter the floor
- how to move people from the public access to the lounge area
- possibility of having printers in committee rooms
- amount of security that is needed

Mr. Hart pointed out that the parking structure to the east of the Capitol will have approximately 240 stalls with assigned employee parking. With the completion of other parking structures, 300 additional parking spaces will be provided for the public.

**MOTION:** Sen. Hillyard moved to direct Mr. Hart and committee staff to meet and discuss the transition issues that have been identified. He asked that they report their recommendations, if any, to the Committee at its next scheduled meeting. The motion passed unanimously.

### **3. General Session Scheduling Issues**

Mr. Cannon referred to the material discussed at the last meeting regarding the beginning date of the session which, with the passage of SJR 12 during the last general session and subject to approval of the voters in November 2008, will be the 4<sup>th</sup> Monday in January and would include observing federal holidays.

Sen. Hillyard pointed out that the change will also affect filing dates for reelection. He commented on the benefits of the Legislature continuing to meet on President's Day.

The Committee discussed the possibility of having a two-day break during the session.

Chair Barrus requested that the issue of a break during the general session be raised with the individual caucuses on interim day to receive their input.

### **4. Constituent Services**

Mr. Cannon outlined how some other states address constituent services. These services are basically handled by: 1) legislators themselves in smaller states, 2) caucus staff, 3) a central nonpartisan constituent service office, and 4) staff of the individual legislators in full-time legislatures. He noted the OLRGC (Office of Legislative Research and General Counsel) does handle some constituent work, although it is not their primary role. He stated the legislature could consider expanding caucus staff or pooling resources.

Rep. Aagard suggested bringing in a nonpartisan ombudsmen with the necessary staff. He asked if there is a way for committee staff to record the amount of time the office spends on constituent services. Staff indicated the information has been obtained and will be compiled.

Ms. Karman Sanone, Salt Lake County Aging Services, stated that she receives 2-10 calls each week from legislators requesting information. Other state, county, and local agencies are also involved. She asked that legislators be polled on who they call when they need assistance. She cautioned against relying too heavily on ombudsmen since they are running above capacity.

Mr. Fellows suggested that one of the advantages of a centralized staff is to prevent duplication of effort.

### **5. Other Items / Adjourn**

Chair Barrus indicated that the following items will be discussed at the next meeting:

- caucus feedback on the proposed break during session
- report from staff on the number of contacts received during the month for constituent services
- standing committees (makeup, function, rotation, frequency of meetings)
- transition issues

The next meeting of the Committee was scheduled for Friday, September 21 at 10:00 a.m.

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**MOTION:** Rep. Aagard moved to adjourn. The motion passed unanimously. Rep. Menlove was absent for the vote.

Chair Barrus adjourned the meeting at 5:10 p.m.