

(Draft – Awaiting Formal Approval)

**MINUTES OF THE
LEGISLATIVE INFORMATION TECHNOLOGY STEERING COMMITTEE**

Tuesday, November 19, 2013 – 8:00 a.m. – Room 415 State Capitol

Members Present:

Sen. Curtis S. Bramble, Senate Chair
Rep. Ryan D. Wilcox, House Chair
Sen. Patricia W. Jones
Sen. Kevin T. Van Tassell
Rep. Patrice M. Arent
Mr. Jonathan Ball
Mr. Ric Cantrell
Mr. Michael E. Christensen
Mr. Joe Pyrah

Members Absent:

Rep. Daniel McCay
Mr. John M. Schaff

Staff Present:

Mr. Bryant R. Howe, Assistant Director
Mr. Eric N. Weeks, Deputy General Counsel
Ms. Sara J. Thomas, 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.

1. Committee Business

Chair Bramble called the meeting to order at 8:03 a.m.

MOTION: Rep. Arent moved to approve the minutes of the August 20, 2013, meeting. The motion passed unanimously. Sen. Jones, Mr. Cantrell, and Mr. Ball were absent for the vote.

2. Mobile Phone Services for the Legislative Branch

Mr. Howe reviewed "Proposal for a Single Carrier for Mobile Devices," which was distributed in the mailing packet. He explained that the Legislature currently contracts with T-Mobile and Verizon for mobile phone services, with staff being primarily serviced by T-Mobile. He said that the proposal includes an analysis of potential cost savings if all users were to migrate to Verizon.

The committee discussed the stipend available to certain legislators who do not use the offered mobile phone services. They considered whether to make the stipend equivalent to what the monthly rate would be if they used a legislative mobile device.

Mr. Howe and Mr. Doug Farr, Acting IT Manager, Office of Legislative Research and General Counsel, responded to questions from the committee regarding the proposal.

MOTION: Rep. Wilcox moved to change the monthly reimbursement amount from \$60 to \$79 for legislators who choose to receive a reimbursement. The motion passed unanimously.

MOTION: Sen. Van Tassell moved that the committee accept the proposed migration to Verizon. The motion passed unanimously.

3. Enhancements to Technology Capabilities in Legislative Committee Rooms

Mr. Howe reviewed "Enhancements to Technology Capabilities in Legislative Committee Rooms," which was distributed in the mailing packet. He noted that the current video projection and display equipment in the legislative committee rooms is often incompatible with devices used by presenters. He reviewed the

estimated cost of \$244,437 to upgrade the presentation technology in eight of the 10 legislative committee rooms. He clarified that this proposal does not include rooms 215 and 220 in the Senate building or room 325 in House building, the teleconferencing room.

Chair Bramble inquired what the additional cost would be to upgrade room 215 Senate building. Mr. Howe estimated it would be between \$25,000 and \$27,000.

The committee discussed making video-conferencing technology available in the legislative committee rooms as part of this proposed upgrade.

Ms. Chris Calcut, Office of Legislative Research and General Counsel, explained that video-conferencing technology is currently available through the Legislature's Mitel phone system. She noted that staff is currently working toward implementing this technology.

Mr. Ball expressed interest to include room 325 in the House building as part of the proposed upgrades.

Mr. Weeks noted that current legislative rules only allow members of legislative interim committees to participate remotely. He noted that legislative rules, as currently written, do not allow presenters to remotely attend a meeting.

The committee discussed possible changes to legislative rules relating to remote participation in meetings by legislators and other participants during both interim and session.

Mr. Pyrah asked if more than one bid was received. Ms. Calcut and Mr. Howe explained that the vendor that originally installed and currently maintains the equipment under contract with the Capitol Preservation Board provided the only bid.

MOTION: Rep. Arent moved that the committee:

- adopt the recommendation for the \$244,437 appropriation;
- recommend that Legislative leadership study rule changes to allow remote witness and legislator participation in committee meetings during a session;
- include rooms 215 Senate building and 325 House building in the proposed digital upgrades;
- request the Utah Education Network to evaluate the bid; and
- request that staff proceed with all diligence to implement video-conferencing technology in legislative committee rooms.

The motion passed unanimously.

4. Implementation of 2013 General Session S.B. 94 "Government Records Amendments"

Mr. Howe distributed 2013 General Session S.B. 94 "Government Records Amendments" which was adopted by the Legislature.

Chair Bramble explained that this legislation created an optional public repository for legislators to publicly display selected email correspondence. He reviewed the circumstances leading to the need for this repository.

Ms. Calcut demonstrated how a legislator may transfer the legislator's email to the public repository. She responded to questions from the committee.

5. Other Items / Adjourn

MOTION: Mr. Cantrell moved to adjourn the meeting. The motion passed unanimously.

Chair Bramble adjourned the meeting at 8:50 a.m.