

TRANSPORTATION

Senator Purfeerst presented the budget. He noted his budget was short about \$3,000 inasmuch as no allocation had been made for full committee meetings.

SENATOR PURFEERST MOVED the sum of \$3,000 be added to the Transportation Committee budget to take care of full committee meetings.
MOTION PREVAILED

SENATOR PURFEERST MOVED the budget for the Transportation Committee be approved in the sum of \$20,836.22. MOTION PREVAILED

EDUCATION COMMITTEE

Senator Hughes presented the budget and moved adoption in the sum of \$47,619.16. Attention was directed to an item in the budget for consultants in the sum of \$15,000. It was again pointed out this would have to have further approval of the Rules Committee or the Chairman before a consultant could be employed.

The question on the motion to adopt the budget was called for. MOTION PREVAILED

INTERIM EXPENSE

On the question of per diem, Chairman Coleman restated past policy to have been: Senators attending committee meetings, chairmen of committees who come to the Capitol to meet with committee staff, chief authors of bills who are called to a committee meeting to present a bill, and upon approval of a committee chairman, subcommittee chairmen will be reimbursed per diem plus lodging and travel expense. Out-of-state travel is to be reimbursed on the same basis as in-state-travel. Members are not to be reimbursed for routine work done at the Capitol, for attending caucuses or steering committee meetings. (Per diem at the rate of \$33 until July 1st when the new law goes into effect increasing per diem to \$48)

SENATOR BORDEN MOVED adoption of policy as above stated. MOTION PREVAILED

IN-DISTRICT TRAVEL

Chairman Coleman said it had been the policy in the House of Representatives to pay in-district mileage to members for the last several years. The Senate has never done this. Recognizing the large area some Senators have to cover to take care of their constituent work, it is now being proposed that the Senate adopt a policy of paying in-district mileage.

SENATOR BORDEN MOVED members be reimbursed for mileage expenses incurred by them in travel within their districts. Reimbursement to be made on a monthly basis at the current rate per mile set by the Commissioner of Administration. Payment is to be made by the Secretary of the Senate upon request of a member, subject to review and approval by the Chairman of the Committee on Rules and Administration.

Senate

State of Minnesota

June 13, 1977

The Honorable Patrick E. Flahaven
Secretary of the Senate
231 STATE CAPITOL

Dear Mr. Flahaven:

The Committee on Rules and Administration met on Friday, June 10, 1977 and took the following action:

COMMITTEE BUDGETS

Approved committee budgets as per the attached

PER DIEM

Reimbursement is to be made on the same basis as in the past, i.e. Senators attending committee meetings, chairmen of committees who come to the Capitol to meet with committee staff, chief authors of bills who are called to a committee meeting to present a bill, and upon approval of a committee chairman, subcommittee chairmen will be reimbursed per diem plus lodging and travel expense. Out-of-state travel is to be reimbursed on the same basis as in-state travel. Members are not to be reimbursed for routine work done at the Capitol, for attending caucuses or steering committee meetings. (Per diem at the rate of \$33 until July 1st when the new law goes into effect increasing per diem to \$48)

IN-DISTRICT TRAVEL

Authorized reimbursement to members of the Senate for mileage expenses incurred by them in travel within their districts on constituent matters. Reimbursement is to be made on a monthly basis at the current rate per mile set out by the Commissioner of Administration. Payment is to be made by the Secretary of the Senate upon request of a member, subject to review and approval by the Chairman of the Committee on Rules and Administration.

LODGING REIMBURSEMENT

Authorized a maximum room reimbursement and incurred expenses of \$25 per night when on official Senate business in the state of Minnesota.

EMPLOYEES

Approved the attached roster of employees with the following additions:

- a) Approved the re-employment of Karen Stack, at session salary, for a period ending July 1, 1977.
- b) Approved the employment of William P. Bloyer, at a salary of \$16,500 per year, effective June 17, 1977.
- c) Approved the employment of Paul Hyduke, legislative assistant, at a salary of \$12,000 per year, effective May 24, 1977.
- d) Approved the employment of Steve Judge, legislative assistant I at a salary of \$33.70 per day (temporary classification).
- e) Approved the employment of Barbara Martin, secretary, at \$32.54 per day, not to exceed \$1200 total between this date and the start of the 1978 session.

SICK LEAVE AND ANNUAL LEAVE

Authorized sick leave and annual leave benefits for Mary Bothwell. (This authorization applies only to Ms. Bothwell. Policy will be studied further by Personnel Subcommittee.)

ELECTION CONTEST COSTS

Approved payment of election contest costs as per the attached.

ATTENDANCE AT NATIONAL CONFERENCE

Authorized all of the members of the Committee on Rules and Administration to attend the Conference of State Legislatures in Detroit, Michigan, August 2-5, 1977.

INTERIM REFERRAL OF BILLS

S. F. No. 1568 - Reference is to the Commerce Committee.

Sincerely,

NICHOLAS D. COLEMAN
Chairman
Committee on Rules and Administration

dj/
attachs.

COMMITTEE ON RULES AND ADMINISTRATION
Meeting: Friday, May 19, 1978
Room 118, State Capitol, 10:00 A. M.

Members Present: Senators Coleman, Chairman
 Borden Laufenburger
 Anderson McCutcheon
 Ashbach Ogdahl
 Chenoweth Olson
 Davies Perpich
 Fredericki Purfeerst
 Gearty Wegener
 Jensen Willet

Others Present: Mr. Patrick Flahaven, Secretary of the Senate
 Mr. Peter Wattson, Senate Counsel
 Mrs. Janine Mattson, Personnel Officer
 Mr. Tom Triplett, Senate Counsel
 Mr. William Riemerman, Senate Research
 Mr. George G. Goodwin, Minority Secretary of the Senate
 Members of the Press
 Others (20)

Chairman Coleman called the meeting to order at 10:05 A. M. stating that in addition to the items on the agenda the committee would be talking about a computer proposal, the hiring of a staff person for the Worker's Compensation Commission and Senator Benedict would present a request for staff assistance.

COMMITTEE

BUDGETS

AGRICULTURE AND NATURAL RESOURCES. Mr. Robertson, Administrative Assistant presented the budget for the committee. 1978 budget request \$43,575; 1977 budget request was \$29,924. Of that amount the committee spent \$23,139. He indicated the main reason for the increase in the request for 1978 is the additional workload for the Special Joint Committee on Solid and Hazardous Waste created during the 1978 session. They also anticipate there will be several big natural resources issues in the 1979 session including possible decisions on peat and copper nickle. Not included in the budget is a request that came up during the past week from Governor Perpich to take the committee around the state and listen to the people on DNR issues.

Senator Wegener suggested with regard to the peat question that a joint committee to study the whole peat question, including the tax issue, from both the Agriculture and Natural Resources and the Tax Committee be appointed. Mr. Robertson indicated he would relay the suggestion to Senator Willet.

SENATOR BORDEN MOVED adoption of the budget for the
Committee on Agriculture and Natural
Resources. **MOTION PREVAILED**

Rules Committee

May 19, 1978

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GOVERNMENTAL OPERATIONS COMMITTEE. Senator Chenoweth, Chairman, said the committee would have eight task forces, three to five members, all single subject matters. In some instances there may be public members participating but at this time they did not propose to pay any per diem.

SENATOR CHENOWETH MOVED adoption of the budget for the
Governmental Operations Committee.
MOTION PREVAILED

HEALTH, WELFARE AND CORRECTIONS COMMITTEE. Senator Perpich, Chairman, presented the budget. He said the committee had one subcommittee working in conjunction with a subcommittee of Energy and Housing, chaired by Senator Knoll that would be looking at alternatives to nursing homes. There was also a joint subcommittee on nutrition, chaired by Senator Benedict.

SENATOR PERPICH MOVED adoption of the budget for the Health,
Welfare and Corrections Committee. MOTION
PREVAILED

JUDICIARY COMMITTEE. Senator Davies presented the budget and MOVED ITS
ADOPTION. MOTION PREVAILED

LOCAL GOVERNMENT COMMITTEE. Senator Wegener, Chairman, said their budget was about \$3,000 more than the last interim. He called attention to the additional work being carried on by the Joint Agricultural Land Preservation Subcommittee.

SENATOR WEGENER MOVED adoption of the budget for the Local
Government Committee. MOTION PREVAILED

TAXES AND TAX LAWS. Senator McCutcheon presented the budget and MOVED ITS
ADOPTION. MOTION PREVAILED (Error in addition: Budget amount \$46,648.08)

TRANSPORTATION COMMITTEE. Senator Purfeerst, Chairman, presented the budget commenting the Transportation Committee would be very active during this interim period. They would be working with seven subcommittees on various subjects.

SENATOR PURFEERST MOVED adoption of the budget for the Trans-
portation Committee. MOTION PREVAILED

INTERIM EXPENSE
REIMBURSEMENT

The Chairman presented a memorandum relating to Senate policy on collection of per diem payments and expenses for interim work. He also called attention to travel regulations and guidelines, lodging reimbursement, long distance phone calls etc. (See memorandum attached)

SENATOR BORDEN MOVED policy on per diem, travel regulations etc. be readopted for the 1978 interim. MOTION PREVAILED

SENATOR DAVIES MOVED to reconsider action on adoption of travel policy with respect to AA's. Motion Prevalied

Discussion -

SENATOR DAVIES MOVED that the rule (policy) "Out-of-state travel and incidental expenses for attending meetings, conferences and seminars for AA's will not be approved if any Senator will be attending the same meeting" be suspended, subject to the requirement that travel by an AA to this type of meeting be approved by the Chairman of the standing committee concerned and the Chairman of the Committee on Rules and Administration. MOTION PREVAILED

Senator Wegener suggested in-district mileage be allowed Senators during sessions as well as during the interim. The Chairman said this was a matter should be presented to the Personnel subcommittee prior to the next session.

PERSONNEL

Mrs. Mattson, Senate Personnel Officer, submitted the attached roster of Senate employees.

SENATOR BORDEN MOVED the roster of employees as submitted be approved. MOTION PREVAILED

SENATOR BORDEN MOVED:

1. Permanent status be authorized for Barbara Gabatino, Secretary in Senate Finance, @ \$32.54; Cathie Hughes, Legislative Assistant I, Education Subcommittee on School Aids at \$33.70; Sheryl LaRue, Clerk Typist II, Majority Research at \$28.49; John Stieger, Clerk I, Duplicating, at \$27.06

2. Temporary employment for:

Sue Erickson, Clerk Typist II, Senate Index, @28.49
Dan Gjelten, Indexer, Senate Index, at \$30.00
Marge McShea, Secretary, Transportation Committee, at \$36.31
Gene Daly, sergeant-at-arms, to substitute in the Senate Chamber as needed

TO: MEMBERS OF COMMITTEE ON RULES AND ADMINISTRATION
FROM: Senator Nicholas D. Coleman, Chairman
SUBJECT: Policy re Per Diem, Travel, etc.
DATE: May 19, 1978

PER DIEM, LODGING AND TRAVEL EXPENSE

Present policy is to pay \$48 per day per diem; travel at 16¢ per mile,

Reimbursement was authorized as follows:

- For Senators attending committee meetings
- For chairmen of committees who come to the Capitol to meet with committee staff
- For chief authors of bills who are called to a committee meeting to present a bill
- For subcommittee chairmen, upon approval of the committee chairman, for preparation of sub-committee meetings

Reimbursement for out-of-state travel is on the same basis as in-state travel

Members are NOT reimbursed for routine work done at the Capitol; for attending caucuses or steering committee meetings

TRAVEL

IN-DISTRICT TRAVEL

Reimbursement was authorized to all Senators for mileage expenses incurred in travel within their district on constituent matters on a monthly basis at 16¢ (present rate) per mile. Reimbursement subject to approval of the Chairman of the Committee on Rules and Administration. NO PER DIEM

OUT-OF-STATE and IN-STATE TRAVEL GUIDELINES

Out-of-state travel and incidental expenses for attending meetings, conferences and seminars for AA's will NOT be approved if ANY Senator will be attending the same meeting.

In-state travel by members and staff which is funded in the budget approved by the Rules Committee does not require further approval by the Rules Committee or its Chairman. Expenses must be certified to the Secretary of the Senate by the chairman of the standing committee before reimbursement is made.

Prior approval of the Rules Committee, or its Chairman, is necessary before members or staff may attend out-of-state meetings, conferences, seminars, etc. Requests for staff to attend such meetings will be given special consideration, but must be approved IN ADVANCE by the Committee or its Chairman. Unless there are very unusual circumstances, secretarial travel outside of the state will not be approved.

LODGING REIMBURSEMENT

Lodging reimbursement was authorized up to a maximum of \$25 per night when on official Senate business within the state. Hotel receipts must be furnished. Request for reimbursement may be towards the cost of maintaining an apartment up to a maximum of \$25 per day.

LONG DISTANCE PHONE CALLS

Reimbursement was authorized up to a maximum of \$45 per month for long-distance phone calls. Closing resolution for 1978 session expanded this authorization to include "answering services".

CONSULTANT SERVICES

PRIOR approval of the Rules Committee must be obtained before any invitation is extended to a consultant or expert witness.

STAFF

All Senate employees MUST be employed through the Rules Committee. This is not an item to be included in the budget.

SUPPLIES

Miscellaneous supplies MUST be ordered through the Secretary of the Senate's office.

NICHOLAS D. COLEMAN
Senator 65th District
Majority Leader
208 State Capitol
St. Paul, Minnesota 55155
(612) 296-4196

Senate
State of Minnesota

May 22, 1978

The Honorable Patrick E. Flahaven
Secretary of the Senate
231 STATE CAPITOL

Dear Mr. Flahaven:

On Friday, May 19, 1978, the Committee on Rules and Administration met at the State Capitol and took the following action.

COMMITTEE BUDGETS

Approved committee budgets as per the attached. It was also noted any member of a standing committee serving on a committee or commission, not otherwise funded, should be reimbursed through the standing committee for serving on such commission or committee.

PER DIEM, TRAVEL, LODGING EXPENSE

Re-adopted past policy as indicated on the attached memorandum except that the rule (or policy) that "AA's cannot go to a meeting if any Senator is going to attend the same meeting" was suspended, subject to the requirement that travel by an AA to this type of meeting be approved by the Chairman of the standing committee concerned and the Chairman of the Committee on Rules and Administration.

PERSONNEL

Approved the attached roster of employees.

Authorized permanent status for:

Barbara Gabatino, Secretary, Senate Finance @ \$32.54.
Cathie Hughes, Legislative Assistant I, Education Subcommittee
on School Aids at \$33.70
Sheryl LaRue, Clerk Typist II, Majority Research at \$28.49
John Stieger, Clerk I, Duplicating, at \$27.06