

STATE OF MINNESOTA
HOUSE OF REPRESENTATIVES

FIRST MEETING
EIGHTY-FOURTH SESSION

COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

MINUTES

Representative Erik Paulsen, Chair of the Committee on Rules and Legislative Administration, called the first meeting to order at 9:52 A.M. on Thursday, January 6, 2005, in Room 400N of the State Office Building.

The Clerk noted the roll.

Members present:

PAULSEN, Erik, Chair
ABRAMS, Ron
BERNARDY, Connie
CARLSON, Lyndon
HOPPE, Joe
HOSCH, Larry
JOHNSON, Jeff
JUNKE, Al
KELLIHER, Margaret
KOHLS, Paul
LOEFFLER, Diane

MAGNUS, Doug
MOE, Frank
OZMENT, Dennis
POPPE, Jeanne
SAILER, Brita
SAMUELSON, Char, Vice Chair
SEIFERT, Marty
SERTICH, Tony
SMITH, Steve
SVIGGUM, Steve
TINGELSTAD, Kathy

Members excused:

ANDERSON, Bruce

A quorum was present.

After a welcome and introductions, the first matter under consideration was the Policy on Tuition Reimbursement (P1).

Rep. Paulsen moved that the P1 policy be moved.

Paul Schweizer, House Controller, explained the P1 policy.

Rep. Paulsen renewed his motion that the P1 policy be adopted.

The **MOTION PREVAILED; THE POLICY ON TUITION REIMBURSEMENT (P1) WAS ADOPTED.**

The second matter under consideration was the Policy on Service Award Program (P2).

Rep. Johnson moved the P2 policy.

Paul Schweizer explained the P2 policy.

Rep. Johnson renewed his motion that the P2 policy be adopted.

The **MOTION PREVAILED; THE POLICY ON SERVICE AWARD PROGRAM (P2) WAS ADOPTED.**

The third matter under consideration was the Resolution on House Chaplain (R1).

Rep. Smith moved the R1 resolution.

Paul Schweizer explained the R1 resolution.

Rep. Smith renewed his motion that the R1 resolution be adopted.

The **MOTION PREVAILED; THE RESOLUTION ON HOUSE CHAPLAIN (R1) WAS ADOPTED.**

The fourth matter under consideration was the Resolution on Leadership Compensation (R2).

Rep. Hoppe moved the R2 resolution.

Paul Schweizer explained the R2 resolution.

Discussion.

Rep. Hoppe renewed his motion that the R2 resolution be adopted.

The **MOTION PREVAILED; THE RESOLUTION ON LEADERSHIP COMPENSATION (R2) WAS ADOPTED.**

The fifth matter under consideration was the Resolution on Member's Personalized Stationery Allocation (R4).

Rep. Paulsen moved the R4 resolution.

Paul Schweizer explained the R4 resolution.

Rep. Paulsen renewed his motion that the R4 resolution be adopted.

The **MOTION PREVAILED; THE RESOLUTION ON MEMBER'S PERSONALIZED STATIONERY ALLOCATION (R4) WAS ADOPTED.**

The sixth matter under consideration was the Resolution on Postage (R5).

Rep. Kohls moved the R5 resolution.

Paul Schweizer explained the R5 resolution.

Discussion.

Rep. Kohls renewed his motion that the R5 resolution be adopted.

The **MOTION PREVAILED; THE RESOLUTION ON POSTAGE (R5) WAS ADOPTED.**

The seventh matter under consideration was the Resolution on Reimbursement of Member Communications Expenses (R6).

Rep. Paulsen moved the R6 resolution.

Paul Schweizer explained the R6 resolution.

Rep. Paulsen renewed his motion that the R6 resolution be adopted.

The **MOTION PREVAILED; THE RESOLUTION ON REIMBURSEMENT OF MEMBER COMMUNICATIONS EXPENSES (R6) WAS ADOPTED.**

The eighth matter under consideration was the Resolution on Expense Reimbursement (R3).

Rep. Seifert moved the (R3) resolution with the exception of the language on page 2, lines 9 through 12.

Paul Schweizer explained the R3 resolution.

Discussion.

Rep. Seifert renewed his motion that the R3 resolution be adopted as modified.

The MOTION PREVAILED; THE RESOLUTION ON EXPENSE REIMBURSEMENT WAS ADOPTED AS MODIFIED.

The ninth matter under consideration was the Resolution on Expense Reimbursement (R3).

Rep. Juhnke offered the R3 resolution, page 2, lines 9-12.

Tom Todd offered the following technical amendment. On page 2, line 9, delete "PROVIDED FURTHER" and insert "BE IT RESOLVED, by the Committee on Rules and Legislative Administration".

Paul Schweizer explained the R3 resolution, page 2, lines 9-12.

Rep. Juhnke renewed his motion that the R3 resolution, page 2, lines 9 through 12, be adopted as modified.

The MOTION PREVAILED; THE RESOLUTION ON EXPENSE REIMBURSEMENT, PAGE 2, LINES 9 THROUGH 12, WAS ADOPTED AS MODIFIED.

The tenth matter under consideration was the Resolution on Administration of High School Page Program (R7).

Rep. Paulsen moved the R7 resolution.

Paul Schweizer explained the R7 resolution.

Rep. Paulsen renewed his motion that the R7 resolution be adopted.

The MOTION PREVAILED; THE RESOLUTION ON ADMINISTRATION OF HIGH SCHOOL PAGE PROGRAM (R7) WAS ADOPTED.

The eleventh matter under consideration was the Resolution on Photographic Equipment Usage Credit (R8).

Rep. Ozment moved the R8 resolution.

Paul Schweizer explained the R8 resolution, recommending a change to line 6. Delete "full-time" prior to the word "permanent".

Rep. Ozment renewed his motion that the R8 resolution be adopted as modified.

The MOTION PREVAILED; THE RESOLUTION ON PHOTOGRAPHIC EQUIPMENT USAGE CREDIT WAS ADOPTED AS MODIFIED.

The twelfth matter under consideration was the Miscellaneous Personnel Report.

Kelly Knight presented the Miscellaneous Personnel Report.

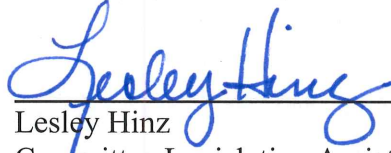
Rep. Paulsen moved that the Miscellaneous Personnel Report be approved.

The **MOTION PREVAILED; THE MISCELLANEOUS PERSONNEL REPORT WAS APPROVED.**

The meeting was adjourned at 10:15 A.M.



REP. ERIK PAULSEN, CHAIR



Lesley Hinz
Committee Legislative Assistant

1 COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION

2
3 **Resolution on Expense Reimbursement**
4

5 BE IT RESOLVED, by the Committee on Rules and Legislative Administration, that the
6 House Controller is authorized and directed to prepare and issue warrants in payment of living
7 expenses to each member of the House each calendar day of the sessions of the 84th Legislature.

8 PROVIDED FURTHER, that each member of the House who moves from his or her
9 usual place of lodging for a substantial part of the sessions of the 84th Legislature may be
10 reimbursed up to \$1,200 per month for the member's actual lodging expenses during the sessions
11 of the 84th Legislature. The term "lodging expenses" includes, in addition to rent, the following
12 lodging-related expenses at the place of lodging: furniture rental, local telephone service,
13 utilities, renter's insurance, unrefundable fees, and parking. A member who is eligible for the
14 monthly lodging reimbursement and who enters into a lodging contract covering a six-month
15 period for the purpose of attending the 2005 regular session is eligible to receive the monthly
16 lodging reimbursement for up to six months during the period beginning December 1, 2004, and
17 ending June 30, 2005. For the purpose of attending the 2006 regular session, the member is
18 eligible to receive the monthly lodging reimbursement during the period beginning January 1,
19 2006 and ending at the end of the month in which the legislature adjourns *sine die*. Each
20 member requesting reimbursement must file the member's housing contract with House
21 Administrative Services and must include a receipt or other verification of payment, with each
22 monthly request for reimbursement. Each member requesting the lodging reimbursement must
23 certify in writing to the House Controller, before the issuance of the first monthly warrant for
24 each of the sessions of the 84th Legislature, that he or she has moved from the usual place of
25 lodging and is eligible for the lodging reimbursement authorized by this resolution.

26 A member who receives the monthly lodging reimbursement during the sessions, and
27 who chooses to pay personally to maintain the member's leased lodging in the vicinity of the
28 Capitol during the interims, may receive reimbursement for the expense of the lodging during the
29 interims when the member is at the Capitol overnight to conduct business authorized and
30 approved under the rules committee's Policy on the Payment of Per Diem Living Expenses

1 During Interims. The amount of the reimbursement per night is the maximum monthly lodging
2 reimbursement allowed by this resolution divided by 21.

3 During the sessions of the 84th Legislature, a member may be reimbursed for the expense
4 of overnight lodging in the vicinity of the Capitol Complex on a night when the member is
5 required to remain at the Capitol Complex to conduct legislative business or for reasons of
6 safety. The reimbursement may not exceed \$95.00 per night. The reimbursement request must
7 be in writing, accompanied by a receipt or other verification of payment, and approved by the
8 Speaker.

9 PROVIDED FURTHER, that each member of the House who moves from his or her
10 usual place of residence for the sessions of the 84th Legislature or whose home is 50 miles or
11 more from the State Capitol may be reimbursed for travel to and from the member's place of
12 residence at the same rate per mile as the standard federal mileage rate. Each member of the
13 House who resides more than 125 miles from the State Capitol may be reimbursed for the actual
14 expense of air travel between his or her place of residence and the State Capitol instead of actual
15 mileage for the travel, upon presentation of a voucher. If the member travels in a personal
16 aircraft, the travel reimbursement may not exceed the amount of reimbursement that would be
17 payable for the trip by automobile. During sessions, a qualifying member is entitled to this
18 reimbursement upon request, not to exceed one round trip per week of a regular or special
19 session. During interims, this reimbursement is available to a qualifying member only for
20 business at the Capitol authorized and approved under the rules committee's Policy on the
21 Payment of Per Diem Living Expenses During Interims.

22 PROVIDED FURTHER, that when a member or employee is authorized to travel within
23 the state on legislative business and official duties of the office, reimbursement for lodging may
24 not exceed \$95.00 per night. However, when members or employees are attending a meeting or
25 conference within the state, they may be reimbursed up to \$110.00 per night at the site of the
26 meeting or conference.

27 PROVIDED FURTHER, that during the 2005 and 2006 interims of the 84th Legislature
28 each member of the House may receive, upon written request, a travel allowance for travel
29 within the member's legislative district, based upon the actual size of the district. The allowance

1 must be computed at the standard federal mileage rate per square mile per month, with a
2 minimum allowance of \$75.00 and a maximum allowance of \$650.00 per month.

3 PROVIDED FURTHER, that during the 2005 and 2006 sessions and during the interims
4 of the 84th Legislature, the Speaker's advance approval is required for per diem and
5 reimbursement of expenses for all out-of-state travel by a member or employee.

6 PROVIDED FURTHER, that during the 2005 and 2006 interims, a member of the House
7 who is traveling away from the member's home to conduct business authorized and approved
8 under the rules committee's Policy on the Payment of Per Diem Living Expenses During
9 Interims may be reimbursed for actual expenses in the same manner as House employees, except
10 as otherwise provided in this resolution. During the sessions of the 84th Legislature, a member
11 may be reimbursed for actual expenses for authorized travel on legislative business away from
12 the Capitol in the same manner as House employees, except as otherwise provided in this
13 resolution. The manner of authorization is as provided in the Policy on the Payment of Per Diem
14 Living Expenses During Interims. The reimbursement is in addition to per diem expense
15 allowances.

16 PROVIDED FURTHER, that during sessions and interims, a member may not receive
17 reimbursement for food expenses on any day that the member receives per diem. If the House
18 provides or pays for a meal for the member, the cost of the meal must be deducted from the per
19 diem paid to the member.

20 PROVIDED FURTHER, that the members and members-elect who attended freshman
21 orientation, organizational caucuses and retreats, legislative orientation programs, and caucus
22 personnel committee meetings held in preparation for the 84th Legislative Session must be
23 reimbursed, upon request, in the same manner and in the same amounts as legislators who
24 attended interim meetings of legislative committees during the 83rd Session.

Date adopted: 1-6-2005

Signed: 

ERIK PAULSEN, CHAIR