

COMMITTEE ON RULES AND LEGISLATIVE ADMINISTRATION  
Chair, Representative Tony Sertich

**MINUTES**

Representative Tony Sertich, Chair of Committee on Rules and Administration, called the meeting to order at 12:03 p.m. January 9, 2009 in the Basement Hearing Room of the State Office Building.

The Committee Legislative Assistant noted the roll.

**Members present:**

SERTICH, Tony, Chair	JUHNKE, Al
HAYDEN, Jeff, Vice Chair	LILLIE, Leon
ANDERSON, Bruce	LOEFFLER, Diane
CARLSON, Lyn	MAGNUS, Doug
DETTMER, Bob	MURPHY, Erin
DILL, David	PELOWSKI, Gene
GUNTHER, Bob	PETERSON, Sandy
HILSTROM, Debra	SEIFERT, Marty
HOPPE, Joe	SIMON, Steve
HORTMAN, Melissa	WINKLER, Ryan
HOWES, Larry	

**Members excused:**

SOLBERG, Loren  
WESTROM, Torrey

A quorum was present.

Representative Sertich moved the miscellaneous personnel reports. THE MOTION PREVAILED.

Kelly Knight, Minnesota House of Representatives Director of Human Resources, testified on the reports.

Representative Sertich moved the 2009 HR-P1 resolution, the Policy on Service Award Program. THE MOTION PREVAILED.

Kelly Knight, Minnesota House of Representatives Director of Human Resources, testified on the resolution.

Representative Sertich moved the 2009 HR-P2 resolution, the Policy on Donated Vacation Time. THE MOTION PREVAILED.

Kelly Knight, Minnesota House of Representatives Director of Human Resources, testified on the resolution.

Representative Sertich moved the 2009 HR-P3a resolution, the Policy on Compensation Time and Timecard Policy. THE MOTION PREVAILED.

Kelly Knight, Minnesota House of Representatives Director of Human Resources, testified on the resolution.

Representative Sertich moved the 2009 P1 resolution, the Policy on the Payment of Per Diem Living Expense during Interims. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R1 resolution on the House Chaplain. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Carlson moved the 2009-R2 Resolution on Leadership Compensation. THE MOTION PREVAILED.

Representative Seifert abstained from voting.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R3b Resolution on Expense Reimbursement. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R4 Resolution on Member's Personalized Stationery Allocation. THE MOTION PREVAILED.

Representative Seifert moved the PH/HRD amendment to the R4 policy. THE MOTION DID NOT PREVAIL, THE AMENDMENT WAS NOT ADOPTED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R5 Resolution on Postage. THE MOTION PREVAILED.

Representative Seifert moved the PM/HRD amendment to the R5 policy. THE MOTION DID NOT PREVAIL, THE AMENDMENT WAS NOT ADOPTED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R6 Resolution on Reimbursement of Member Communications Expenses. THE MOTION PREVAILED.

Representative Seifert moved the PH/HRD amendment to the R6 policy. THE MOTION DID NOT PREVAIL, THE AMENDMENT WAS NOT ADOPTED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R7 Resolution on Administration of High School Page Program.

Representative Magnus moved to orally amend the 2009-R7 Resolution on Administration of the High School Page Program on line 13 to replace \$50.00 with \$60.00.

Representative Magnus withdrew the oral amendment.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Julia Miller, 2<sup>nd</sup> Assistant Sergeant-at-Arms testified on the resolution.

Representative Sertich moved the 2009-R8 Resolution on Photographic Equipment Usage Credit. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R9 Resolution on the Payment of Legal Fees and Expenses. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

Representative Sertich moved the 2009-R10 Resolution on Tuition Reimbursement. THE MOTION PREVAILED.

Paul Schweizer, Minnesota House of Representatives Controller-House Budget and Accounting, testified on the resolution.

The meeting was adjourned at 12:49 p.m..

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Representative Tony Sertich, Chair

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Tom Dicklich, 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 86<sup>th</sup> Legislature.

8 PROVIDED FURTHER, that each member of the House whose home is over 50 miles  
9 from the Capitol, as measured by the shortest of the more commonly traveled routes may be  
10 reimbursed up to \$1,200 per month for the member's actual lodging expenses during the sessions  
11 of the 86<sup>th</sup> 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 or internet  
13 service, utilities, renter's insurance, non-refundable or refundable fees, and parking. The final  
14 month's reimbursement in the calendar year will be reduced by the amount of any refunded fee.  
15 A member who is eligible for the monthly lodging reimbursement and who enters into a lodging  
16 contract for the purpose of attending the 2009 regular session of the 86<sup>th</sup> Legislature is eligible to  
17 receive the monthly lodging reimbursement beginning December 1, 2008, and ending December  
18 31, 2009. For the purpose of attending the 2010 regular session of the 86<sup>th</sup> Legislature, the  
19 member is eligible to receive the monthly lodging reimbursement during the period beginning  
20 January 1, 2010, and ending at the end of the month in which the legislature adjourns *sine die*.

21 Each member requesting reimbursement must file the member's housing and furniture  
22 rental contracts with House Budget and Accounting and must include a receipt or other  
23 verification of payment, with each monthly request for reimbursement. Each member requesting  
24 the lodging reimbursement must certify in writing to the House Controller, before the issuance of  
25 the first monthly warrant for each of the sessions of the 86<sup>th</sup> Legislature, that he or she has  
26 moved from the usual place of lodging and is eligible for the lodging reimbursement authorized  
27 by this resolution. Members' lodging leases are nonpublic data. Members shall pay no more  
28 than market rates when leasing commercial or noncommercial lodging units. Upon request, the  
29 Controller may enter into agreements to provide lodging services for Members. Any such  
30 agreement shall allow the House to make payments directly to lessors for session or interim  
31 lodging, furniture or parking for a member.

1 During the sessions of the 86<sup>th</sup> Legislature, a member may be reimbursed for the expense  
2 of overnight lodging in the vicinity of the Capitol Complex on a night when the member is  
3 required to remain at the Capitol Complex to conduct legislative business or for reasons of  
4 safety. The reimbursement may not exceed \$115.00 per night. The reimbursement request must  
5 be in writing, accompanied by a receipt or other verification of payment, and approved by the  
6 Speaker.

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

20 PROVIDED FURTHER, that when a member or employee is authorized to travel within  
21 the state on legislative business and official duties of the office, reimbursement for lodging may  
22 not exceed \$115.00 per night. However, when members or employees are attending a meeting or  
23 conference within the state, they may be reimbursed up to \$125.00 per night at the site of the  
24 meeting or conference.

25 PROVIDED FURTHER, that during the 2009 and 2010 interims of the 86<sup>th</sup> Legislature  
26 each member of the House may receive, upon written request, a travel allowance for constituent  
27 service travel based upon the actual size of the district. The allowance must be computed at the  
28 standard federal mileage rate per square mile per month, with a minimum allowance of \$100 and  
29 a maximum allowance of \$850 per month. Members may receive an additional \$100 monthly

1 travel allowance in excess of the maximum for each increment of 1,000 square miles for which  
2 their district size exceeds 1,000 square miles.

3 PROVIDED FURTHER, that during the 2009 and 2010 sessions and during the interims  
4 of the 86<sup>th</sup> 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 2009 and 2010 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 86<sup>th</sup> 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 86<sup>th</sup> 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 85<sup>th</sup> Session.

25  
26 PROVIDED FURTHER, that each member of the House, upon their voluntary request,  
27 must be paid per diem living expenses in an amount up to \$77 for each calendar day during the  
28 sessions of the 86<sup>th</sup> Legislature and during the interims as authorized and approved under the  
29 rules committee's Policy on the Payment of Per Diem Living Expenses during Interims.

Date:

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Signed:

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TONY SERTICH, CHAIR