

## RULES AND LEGISLATIVE ADMINISTRATION

### MINUTES

Representative Dean, Chair of the Rules and Legislative Administration Committee, called the meeting to order at 9:43 AM on June 21, 2011, in Room Basement of the State Office Building.

The Committee Legislative Assistant noted the roll.

Members present:

DEAN, Matt, Chair	LAINE, Carolyn
DAUDT, Kurt, Vice Chair	LILLIE, Leon
ANDERSON, Sarah	MACK, Tara
BANAIAH, King	MCNAMARA, Denny
BENSON, John	MURPHY, Erin
BRYNAERT, Kathy	NORTON, Kim
HAMILTON, Rod	PAYMAR, Michael
HILSTROM, Debra	PELOWSKI, Gene
HOPPE, Joe	PEPPIN, Joyce
HOWES, Larry	SCOTT, Peggy
KELLY, Tim	THISSEN, Paul
KNUTH, Kate	

2 members were excused.

NORNES, Bud  
WESTROM, Torrey

A quorum was present.

Representative Mack moved that the minutes from the May 23, 2011 meeting be adopted. **THE MOTION PREVAILED.**

Chair Dean moved the 2011-R19b, Resolution on Temporary Funding of Core Functions of Litigation.

Patrick McCormack, Director of the Minnesota House of Representatives Research Department, testified on the resolution.

Representative Thissen recused himself from voting.

Joel Michael, Minnesota House of Representatives Research Department, testified on the resolution.

Representative Paymar offered an oral amendment:

Line 12, after "proceedings.", add "State funds shall not be used for this purpose."

**THE MOTION DID NOT PREVAIL.**

Representative Knuth offered an oral amendment:

Line 9, before the period, insert "necessary to maintain the functioning of the Minnesota House of Representatives". **THE MOTION DID NOT PREVAIL.**

Representative Norton offered an oral amendment:

Line 8, strike "or other similar proceedings."

Line 11-12, strike "or other similar proceedings". **THE MOTION DID NOT PREVAIL.**

Chair Dean renewed his motion that 2011-R19b be adopted. **THE MOTION PREVAILED.**

RECUSAL:  
THISSEN, Paul

Chair Dean moved the 2011-R3b, Resolution on Expense Reimbursement.

Patrick McCormack, Director of the Minnesota House of Representatives Research Department, testified on the resolution.

Jim Reinholdz, Fiscal Analyst/Controller for the Minnesota House of Representatives, testified on the resolution.

Patrick McCormack, Director of the Minnesota House of Representatives Research Department, suggested the following technical change to 2011-R3b:

Page 3, Line 7, before "Reimbursement", insert "Effective July 1, 2011".

Chair Dean incorporated that change to 2011-R3b.

Chair Dean renewed his motion that 2011-R3b be adopted. **THE MOTION PREVAILED.**

Chair Dean moved the 2011-R10a, Resolution on Tuition Reimbursement.

Patrick McCormack, Director of the Minnesota House of Representatives Research Department, testified on the resolution. **THE MOTION PREVAILED.**

Chair Dean moved the 2011-R18, Resolution on Deferred Compensation Suspension. **THE MOTION PREVAILED.**

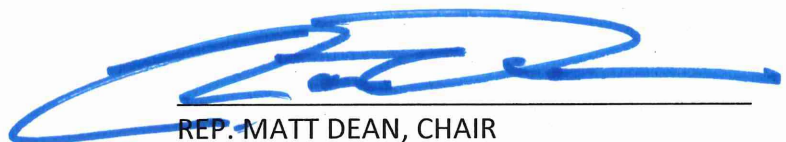
Chair Dean moved the 2011-R5a, Resolution on Postage.

Patrick McCormack, Director of the Minnesota House of Representatives Research Department, testified on the resolution.

Greg Crowe, Fiscal Analyst/Controller for the Minnesota House of Representatives, testified on the resolution.

Chair Dean renewed his motion that the 2011-R5a resolution be adopted. **THE MOTION PREVAILED.**

The meeting was adjourned at 10:57 AM.

  
REP. MATT DEAN, CHAIR

  
Diana Stepanek  
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 87<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 87<sup>th</sup> Legislature, but total reimbursement may not exceed \$21,600. The term "lodging  
12 expenses" includes, in addition to rent, the following lodging-related expenses at the place of  
13 lodging: furniture rental, local telephone or internet service, utilities, renter's insurance, non-  
14 refundable or refundable fees, and parking. The final month's reimbursement in the calendar  
15 year will be reduced by the amount of any refunded fee. A member who is eligible for the  
16 monthly lodging reimbursement and who enters into a lodging contract for the purpose of  
17 attending the 2011 regular session of the 87<sup>th</sup> Legislature is eligible to receive the monthly  
18 lodging reimbursement beginning December 1, 2010, and ending December 31, 2012.

19 Each member requesting reimbursement must file the member's housing and furniture  
20 rental contracts with House Budget and Accounting and must include a receipt or other  
21 verification of payment, with each monthly request for reimbursement. Each member requesting  
22 the lodging reimbursement must certify in writing to the House Controller, before the issuance of  
23 the first monthly warrant for each of the sessions of the 87<sup>th</sup> Legislature, that he or she has  
24 moved from the usual place of lodging and is eligible for the lodging reimbursement authorized  
25 by this resolution. Members' lodging leases are nonpublic data. Members shall pay no more  
26 than market rates when leasing commercial or noncommercial lodging units. Upon request,  
27 House Budget and Accounting may enter into agreements to provide lodging services for  
28 Members. Under such an agreement the House may make payments directly to lessors for

1 session or interim lodging, furniture or parking for a member and direct payments are subject to  
2 all the limits or requirements that apply to reimbursement of the comparable expenses under this  
3 resolution.

4 During the sessions of the 87<sup>th</sup> Legislature, a member may be reimbursed for the expense  
5 of overnight lodging in the vicinity of the Capitol Complex on a night when the member is  
6 required to remain at the Capitol Complex to conduct legislative business or for reasons of  
7 safety. The reimbursement may not exceed \$115.00 per night. The reimbursement request must  
8 be in writing, accompanied by a receipt or other verification of payment, and approved by the  
9 Speaker.

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

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

28 PROVIDED FURTHER, that during the 2011 and 2012 interims of the 87<sup>th</sup> Legislature  
29 each member of the House may receive, upon written request, a ~~travel allowance~~ travel

1 reimbursement for constituent service travel up to a monthly maximum amount based upon the  
2 actual size of the district. The ~~allowance- maximum reimbursement~~ must be computed at the  
3 standard federal mileage rate per square mile per month, with a minimum ~~allowance- allowable~~  
4 amount of \$100 and a maximum ~~allowance- allowable amount~~ of \$850 per month. Members  
5 may receive an additional \$100 monthly travel ~~allowance- reimbursement~~ in excess of the  
6 maximum for each increment of 1,000 square miles for which their district size exceeds 1,000  
7 square miles. Reimbursements must be for actual miles travelled and at the federal mileage rate.

8 <sup>Effective July 1, 2011</sup>

8 PROVIDED FURTHER, that during the 2011 and 2012 sessions and during the interims  
9 of the 87<sup>th</sup> Legislature, the Speaker's advance approval is required for per diem and  
10 reimbursement of expenses for all out-of-state travel by a member or employee.

11 PROVIDED FURTHER, that during the 2011 and 2012 interims, a member of the House  
12 who is traveling away from the member's home to conduct business authorized and approved  
13 under the rules committee's Policy on the Payment of Per Diem Living Expenses During  
14 Interims may be reimbursed for actual expenses in the same manner as House employees, except  
15 as otherwise provided in this resolution. During the sessions of the 87<sup>th</sup> Legislature, a member  
16 may be reimbursed for actual expenses for authorized travel on legislative business away from  
17 the Capitol in the same manner as House employees, except as otherwise provided in this  
18 resolution. The manner of authorization is as provided in the Policy on the Payment of Per Diem  
19 Living Expenses during Interims. The reimbursement is in addition to per diem expense  
20 allowances.

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

25 PROVIDED FURTHER, that the members and members-elect who attended freshman  
26 orientation, organizational caucuses and retreats, legislative orientation programs, and caucus  
27 personnel committee meetings held in preparation for the 87<sup>th</sup> Legislative Session must be  
28 reimbursed, upon request, in the same manner and in the same amounts as legislators who  
29 attended interim meetings of legislative committees during the 86<sup>th</sup> Session.

