



**STATE OF DELAWARE**  
**LEGISLATIVE COUNCIL**  
**Meeting Minutes**  
**Wednesday June 13, 2018**

**Members Present:** Representative Peter C. Schwartzkopf, Chair; Senator David B. McBride, Vice Chair; Representatives Valerie Longhurst, John Viola, Rep. Daniel Short, Deborah Hudson; Senators Margaret Rose Henry, Nicole Poore, and Gregory F. Lavelle.

**Members Absent:** Sen. F. Gary Simpson

**In attendance:** Lori Christiansen, Director, Division of Research/Legislative Council; Mark Cutrona, Deputy Director, Division of Research/Legislative Council; Deborah Gottschalk, Colinda Marker and Natalie White, Division of Research/Legislative Council; Michael Morton, Controller General; Jackie Griffith, Office of the Controller General; Janet Roberson, Director, Legislative Information Systems (LIS); Debra Allen, Senate Majority Chief of Staff; Reed Scott, Senate Majority staff ; Richard Puffer, Chief Clerk of the House; Sean Finnigan, House Majority Chief of Staff; Lauren Vella, Legislative Director, House Majority Caucus; Sarah Wooten, Policy Director, House Majority Caucus; David Deputy, Chief of Staff, House Minority Caucus; Chris Cohan, Chief of Policy and Communications and Steve Laskowski, Director of Customer Engagement, DTI; Don Gerardi, Deputy Director, Division of Facilities Management; Eduardo Asclese, Governor's Legal Intern; Erin Goldner

**AGENDA**

1. Welcome – Rep. Schwartzkopf, Chair
2. Approval of April 25, 2018 Meeting Minutes
3. Director, Legislative Council - Report
4. Controller General - Report
5. Legislative Branch IT Update
6. Old Business
6. New Business
  - a. 2017 Technical Corrections Bill - Debbie Gottschalk, Division of Research
7. Next Meeting – Wednesday September 19, 2018
8. Public Comments
9. Adjournment

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### 1. Welcome

Rep. Schwartzkopf called the meeting of Legislative Council to order at 12:18 p.m. in the Joint Finance Hearing Room.

### 2. Approval of April 25, 2018 Meeting Minutes

**A motion was made by Sen. McBride and seconded by Rep. Hudson to approve the minutes from the April 25, 2018 meeting. Motion carried.** Vote: 6 yes. Representatives Schwartzkopf, Viola, Short and Hudson; Senators McBride and Henry.

Absent: Senators Poore, Simpson and Lavelle and Rep. Longhurst

### 3. Director of Research Report –

Lori Christiansen informed the members of Legislative Council that the COOP planning group will be conducting another Crisis Emergency Notification test on Tuesday June 19th. She also reported that House Bills 410 and 411 passed the House yesterday. HB 410 is the second leg of a Constitutional amendment that would allow for the continuity of government in the case of a variety of emergency situations. HB 411 is the companion bill that amends the Code to reflect the changes to the Constitution. Ms. Christiansen reported that the COOP planning group along with DTI held a COOP drill. It was very useful in helping us identify some issues that we hadn't thought of and can address. The Committee plans to have a draft of the final plan ready for Legislative Council to review over the summer and a vote to adopt the plan when we reconvene in the fall.

Ms. Christiansen updated the members on the progress of the Women's Military Service Monument. The committee finalized the monument design and all of the permits necessary for the parade and dedication ceremony have been completed and approved. The ceremony will be held on the NW corner of Legislative Hall at noon, on Saturday November 3. SB 192 passed the Senate on June 7 which creates a special license plate to honor women veterans. The day of the event DMV will have their mobile unit on site so women veterans can get their license plates.

**4. Controller General's Report** – Michael Morton, Controller General reported the appropriations bill was introduced in the House on June 12 and the Joint Finance Committee will meet on June 26 to complete the Grant in Aid bill. The Bond bill committee will meet on June 14 to work on the Bond bill. Sen. McBride acknowledged the work the Controller General's staff does to write the budget bills.

**5. Legislative Branch IT Update** – Steve Laskowski, Director of Customer Engagement and Janet Roberson, LIS Director gave a presentation on the technology integration and centralization. Mr. Laskowski reported the centralization activities are ongoing and the knowledge transfer continues. Progress is being made on the Division of Research application delivery. Mr. Laskowski also gave a staffing update. The System Administrator position has been filled and the anticipated start date is July 9, 2018. Two additional positions are pending the approval of the appropriations bill. Recruiting efforts will begin in July.

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Ms. Roberson gave an update on DELIS. Critical fixes and releases were completed on May 24. Smaller release will be completed through Friday June 15. Ms. Roberson reported the IT Governance Board has been making progress and has prioritized a list of 14 IT projects. A joint project between the Governor's Office and the Legislature is reading for production based on funding availability. She also reviewed the summary of Service Desk requests and their outcomes.

**5. Old Business – none**

**6. New Business**

a. 2017 Technical Corrections Bill - Debbie Gottschalk, Division of Research Technical Corrections Legislation made a presentation on the 2017 technical corrections bill drafted by the Division of Research. She provided members of Council with the methodology used to develop the bill which was the same used to develop the Technical Corrections Bill in 2017. Ms. Gottschalk was directed to release the bill as a House bill with the Speaker as the prime sponsor and all the members of Legislative Council as co-sponsors.

**7. Next Meeting – September 19, 2018**

**8. Public Comment – None**

**9. Adjournment – Rep. Schwartzkopf adjourned the meeting at 12:31 p.m.**

Respectfully submitted,  
Lori Christiansen  
Director  
Division of Research/Legislative Council