



STATE OF DELAWARE
LEGISLATIVE COUNCIL
Meeting Minutes
Wednesday October 25, 2017

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

In attendance: Lori Christiansen, Director, Division of Research/Legislative Council; Mark Cutrona, Deputy Director, Division of Research/Legislative Council; Rochelle Yerkes and Holly Vaughn Wagner, Division of Research/Legislative Council; Michael Morton, Controller General; Jackie Griffith, Office of the Controller General, Janet Roberson, Director of Legislative Information Systems (LIS); Angel Burack, Deputy Director, LIS; Alexis Miller, LIS; Bernard Brady, Secretary of the Senate; Deborah Allen, Senate Majority Deputy Chief of Staff; David Burris, Senate Minority Chief of Staff; Deanna Killen, Senate Minority Deputy Chief of Staff; Kim Stevenson, Senate Minority Communications Specialist; Richard Puffer, Chief Clerk of the House; Sean Finnigan, House Majority Chief of Staff; Sarah Wootten, House Majority Policy Director; David Deputy, House Minority Chief of Staff; James Collins, State Chief Information Officer, Jason Clarke, Chief of Policy and Communications, DTI; Kamlesh Sheth, George Truitt, Karen Esposito, Rhonda Lehman, Justin Day, Elayne Starkey, Pam Waters, Lisa Wragg, Mark Cabry, Christine Dirksen, Stephanie Wingert and Valerie Watson, DTI; Lt. Britt Davis and Sgt. Pete Malinky, Capitol Police; Michael Svaby, Director, Division of Facilities Management; Andrew Volturo, House Majority Communications Director; Matt Marshall, Senate Majority Communications Director

AGENDA

1. Welcome – Sen. McBride, Chair
2. Approval of June 14, 2017 Meeting Minutes
3. Director, Division of Research (DOR)/ Legislative Council - Report
4. Controller General - Report
5. Old Business
 - a. Proposed Delaware General Assembly Media Credential Policy – Drew Volturo
 - b. Update on the LIS/DTI Transition – James Collins, Chief Information Officer and Jason Clark, Chief of Policy and Communications, DTI
 - c. Key Card Policy – Sen. McBride
6. New business
 - a. Legislative Calendar for the 2nd session of the 149th General Assembly – Michael Morton, Controller General
7. Other Business
8. Next Meeting
9. Public Comments
10. Adjournment

1. **Welcome** – Sen. McBride called the meeting of Legislative Council to order at 12:01 p.m. in the Joint Finance Hearing Room.
2. **Approval of June 14, 2017 Meeting Minutes - A motion was made by Rep. Hudson and seconded by Rep. Viola to approve the minutes from the June 14, 2017 meeting. Motion carried.** Vote: 8 yes. Senators McBride, Henry, Simpson, and Lavelle, and Representatives Schwartzkopf, Viola, Short and Hudson. Absent – Sen. Poore and Rep. Longhurst.

3. Director of Research Report

Lori Christiansen reported on Sunday October 15, a condensation drain line was blocked resulting in water damage in the House Chamber, the press room and the bill prep room. Facilities Management responded and addressed the drain line. Servpro and Capitol Police also responded. Moisture sensors are being ordered to avert the problem in the future.

She also reported the stair railing on the second floor was tightened and secured. The enhanced security camera system installation began this past Monday and is scheduled to be completed before Christmas. The active shooter training scheduled for October 14th was postponed due to a conflict with Delaware State University homecoming events.

Ms. Christiansen reminded the members of Legislative Council the World War I monument will be dedicated on Saturday November 4th at noon on the south west corner of Legislative Hall and the fourth annual Wreaths Across America State House kick-off ceremony will be held on Monday December 11th at 11:30 in the east parking lot of Legislative Hall.

Ms. Christiansen acknowledged Rochelle Yerkes, the Division of Research office manager, who on November 30th is retiring after 38 years, 8 months and 11 days of service.

4. Controller General's Report

Michael Morton, the Controller General asked the proposed 2018 Legislative Calendar be approved. **A motion was made by Rep. Schwartzkopf and seconded by Sen. Lavelle to approve the 2018 Legislative Calendar as presented by Michael Morton. Motion carried.** Vote: 8 yes. Senators McBride, Henry, Simpson and Lavelle, and Representatives Schwartzkopf, Viola, Short and Hudson; 2 Absent – Sen. Poore and Rep. Longhurst.

3. Old Business

a. **Proposed Delaware General Assembly Media Credential Policy** – There was a discussion on the proposed media policy. Kim Stevenson, the Senate Minority Communications Specialist, spoke in opposition to the policy as written. Sen. Simpson asked that the communications officers from each of the caucuses rework the policy and re-present the compromise policy at the next Legislative Council meeting. **A motion was made by Rep. Schwartzkopf and seconded by Rep. Viola to approve the Delaware General Assembly Media Credential Policy with the understanding that the communications staff from all four caucuses come to an agreement and the chairs will give final approval. Motion carried.** Vote: 7 yes. Senators McBride, Henry, Poore, and Representatives Schwartzkopf, Viola, Short and Hudson. 2 No – Senators. Simpson and Lavelle; Absent – Rep. Longhurst.

b. **Update on LIS/DTI Transition** – Jason Clarke, Chief of Policy and Communications, DTI

A motion was made by Rep. Short and seconded by Rep. Viola to approve the proposal to form an IT governance committee to assist in implementing the Legislative Information System/Department of Technology Information consolidation. Motion carried. Vote: 9 yes. Senators McBride, Henry, Poore, Simpson and Lavelle; and Representatives Schwartzkopf, Viola, Short and Hudson; Absent – Rep. Longhurst.

A motion was by Rep. Schwartzkopf and seconded Rep. Hudson to support the proposed budget request for the DTI/LIS consolidation. Vote: 9 yes. Senators McBride, Henry, Poore, Simpson and Lavelle; and Representatives Schwartzkopf, Viola, Short and Hudson; Absent – Rep. Longhurst.

c. **Key Card Policy** – Lori Christiansen, Director of the Division of Research informed Council that the key card access list had been audited per Council's policy. No action was necessary.

4. New Business – Rep. Hudson asked that the DOR have color copiers installed in the General Assembly offices in New Castle and Sussex county offices. The Speaker and the Pro Temp directed Ms. Christiansen to follow-up on that request. No action was necessary.

5. Other Business – None

6. Next Meeting – January 17, 2018

7. Public Comment – None

8. Adjournment – Senator McBride adjourned the meeting at 1:56 p.m.

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