



STATE OF DELAWARE
LEGISLATIVE COUNCIL
Meeting Minutes
Wednesday, April 20, 2016

Members Present: Representative Peter C. Schwartzkopf, Chair; Senator Patricia M. Blevins, Vice Chair; Senators David B. McBride, Margaret Rose Henry, F. Gary Simpson, Gregory F. Lavelle and Representatives Valerie J. Longhurst, John Viola, and Daniel Short

Members Absent: Rep. Deborah Hudson

In attendance: Lori Christiansen, Director, Division of Research/Legislative Council; Mark Cutrona, Deputy Director, Division of Research/Legislative Council; Holly Vaughn Wagner, and Rochelle Yerkes, Division of Research/Legislative Council; Michael Morton, Controller General; Janet Roberson, Angel Burack, Rob Sebastiano, Greg Vaughn, Alexis Miller, Libby Kelly, Tom Price and Patrick Drew, Legislative Information Systems; Bernard Brady, Secretary of the Senate; Carling Ryan, Special Assistant to the President Pro Tempore; Valerie McCartan, Senate Majority Chief of Staff; Debbie Allen, Deputy Senate Majority Chief of Staff; David Burris, Senate Minority Chief of Staff; Richard Puffer, Chief Clerk of the House; Sean Finnigan, House Majority Chief of Staff; Lauren C.W. Vella, Senior Legislative Aide; Sarah Wootten, House Majority Policy Director; David Deputy, House Minority Chief of Staff; Lt. Britt Davis, Capitol Police; Chris Prosser, Acting Director, Division of Facilities Management; Mark Devore, Chief of Engineering and Operations, Division of Facilities Management, John Dunham, Division of Facilities Management; James Hutchison, III and Brian Zigmund, Studio JAED; Ryan Kelly and John Gant, Advantech; John Flaherty, Delaware Coalition for Open Government

AGENDA

1. Welcome – Rep. Schwartzkopf, Chair
2. Approval of March 16, 2016 Meeting Minutes
3. Director, Legislative Council - Report
4. Director, Legislative Information System - Report
5. Controller General - Report
6. New Business
 - a. Joint House and Senate Tributes – Rich Puffer, Chief Clerk of the House and Bernard Brady, Secretary of the Senate
 - b. Drafts of Constitutional Amendments – Mark Cutrona
 - c. Loading Dock Renovation Update – Chris Prosser, Acting Director, Division of Facilities Management and Mark Devore, Chief of Engineering and Operations, Division of Facilities Management

7. Old Business
 - a. Delayed Egress – Lt. Britt Davis, Capitol Police and Ryan Kelly, Advantech
8. Next Meeting – Wednesday May 18, 2016
9. Public Comments
10. Adjournment

1. **Welcome** – Rep. Schwartzkopf, Chair

Rep. Schwartzkopf called the meeting of Legislative Council to order at 12:17 p.m. in the Joint Finance Hearing Room.

2. Approval of March 16, 2016 Meeting Minutes - A motion was made by Sen. Lavelle and seconded by Sen. Simpson to approve the minutes from the March 16, 2016 meeting. Motion carried. Vote: 9 Yes - Senators Blevins, McBride, Henry, Simpson, and Lavelle and Representatives Schwartzkopf, Longhurst, Viola, and Short.

3. Director of Legislative Council Report – Lori Christiansen reported that she and Dick Carter have been in contact with the Public Archives about installing a historical plaque at the POW/MIA monument. The proof should be available for the May meeting. The 40 year plaque will need to be updated since Sen. McDowell is celebrating his 40th year in the General Assembly. A proof for the 40 year plaque will also be presented at the May meeting. The final phase of the delayed egress will be completed the week of May 23rd while the Legislature is on break for mark-up. Ms. Christiansen shared the report submitted by the office of the Delaware Emergency Management Agency on the October fire and the emergency response.

4. LIS Director's Report – Janet Roberson introduced the LIS Team in recognition for their efforts in completing the DELIS project.

Ms. Roberson also reported that the DESC (DE Services for Constituents) application was launched on March 28. LIS has provided some adjustments through maintenance windows with one week, and are continuing to receive and evaluate feedback from staff. The plan is to meet with the Chiefs on May 5 for final evaluation to determine what will be adjusted in the next release of the application. She further reported on the DELIS project. The caucus attorneys were invited to attend a session the week of April 25th for review of the drafting portion of the application. The staff will also be working with the Chief Clerk and Senate Secretary that week to simulate the legislative process in the new DELIS system from draft bill to the opposite chamber's Consideration List. LIS staff is working in conjunction with the Controller General's Office to coordinate and install network and computer equipment in the Georgetown office. Barring any issue with the state network connecting to fiber, the plan is to be ready for staff to move in on April 25th.

5. Controller General Report – Michael Morton reported on the progress toward opening the Georgetown office. The final walk through should be the week of April 25th and the building should be ready for occupancy. Sen. Blevins asked if there was any funding available to provide furniture for the new offices in the Carvel Building. Mr. Morton said there were funds available to assist in having the space prepared for staff.

6. New Business

a. **Joint House and Senate Tributes** – Rich Puffer, Chief Clerk of the House and Bernard Brady, Secretary of the Senate reported they had met and worked on different variations of joint tributes. Mr. Puffer provided examples for the Council to review.

A motion was made by Sen. Simpson and seconded by Sen. Henry to approve one seal to be used for joint tributes. Motion carried. Vote: 9 Yes - Senators Blevins, McBride, Henry, Simpson, and Lavelle and Representatives Schwartzkopf, Longhurst, Viola, and Short.

A motion was made by Rep. Longhurst and seconded by Sen. Simpson to approve using joint resolutions. Motion carried. Vote: 9 Yes - Senators Blevins, McBride, Henry, Simpson, and Lavelle and Representatives Schwartzkopf, Longhurst, Viola, and Short.

Janet Roberson explained to the Council that there would be a cost associated with integrating this process into the new DELIS.

b. **Drafts of Constitutional Amendments** – Mark Cutrona and Holly Vaughn Wagner presented three pieces of legislation to the Council for their review: a House Joint Resolution to update HJR 16 from 147th General Assembly to reflect a change in location of the memorial; a resolution congratulating the Division of Research on its 50th anniversary, and House Bill that serves as the first leg of a constitutional amendment that would alter the continuity of government provisions of the Delaware Constitution. It was the consensus of the Council to move forward with introducing the three pieces of legislation.

No Action Required.

c. **Loading Dock Renovation Update** – Chris Prosser, Acting Director, Division of Facilities Management (DFM) and Mark Devore, Chief of Engineering and Operations, Division of Facilities Management made a presentation on the progress of the loading dock renovations. Mr. Devore stated the project will exceed the original appropriation but the balance will be paid with minor capitol funds. The total cost of the project is now estimated at \$330,000.

No Action Required.

Sen. McBride asked the DFM staff and the project engineers to evaluate the slope of the loading dock citing an incident in the past when a truck making a delivery had its oil pan scrap the loading dock and spilling oil down in to the loading dock creating a hazard. The project engineers stated they would evaluate the sloop of the loading dock. He also mentioned the brick wall at the top of the loading dock has been in disrepair for quite some time.

7. Old Business –

a. Delayed Egress – Lt. Britt Davis, Capitol Police, John Gant and Ryan Kelly, Advantech made a presentation on the delayed egress system. Mr. Gant explained to the Council that the 15 second delay on the system is industry standard. He offered an emergency pull box which would allow for an immediate release of the doors as well as sounding an alarm to notify Capitol Police. Sen. Blevins asked for a cost estimate for the pull box and for the issue to be put on the agenda for the next meeting.

No Action Required.

b. Sen. Blevins expressed a concern over handicapped per diem staff having to use the main doors on the west side. She asked it be put on the agenda for the next meeting.

8. Next Meeting - Scheduled for May 18, 2016

9. Public Comment – none

10. Adjournment - Rep. Schwartzkopf adjourned the meeting at 1:19 p.m.

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