



STATE OF DELAWARE  
LEGISLATIVE COUNCIL

Meeting Minutes  
Thursday, January 15, 2026

**Members Present:** Representative Melissa Minor-Brown, Chair; Senator David Sokola, Vice-Chair; Senators Gerald Hocker, Elizabeth Lockman, Brian Pettyjohn, and Bryan Townsend (Virtual until joining in-person at 11:44 a.m.); Representatives Kerri Evelyn Harris, Timothy Dukes, Edward Osienski, and Jeffrey Spiegelman.

**In attendance:** Mark Cutrona, Director, Division of Legislative Services; Ruth Ann Miller, Controller General; Lindsay Lewis, Director, Legislative Information Systems; Amanda Fulton, Division of Legislative Services Staff; Falah Al-Falahi, Research Analyst, Division of Legislative Services; Grace Kelly, Research Analyst, Division of Legislative Services; Ryan Dunphy, Secretary of the Senate; Jesse Chadderdon, Senate Majority Chief of Staff; Deanna Killen, Senate Minority Chief of Staff; Rich Puffer, Chief Clerk of the House; Dave Deputy, House Minority Chief of Staff; Chief William Thompson, Capitol Police; Lieutenant Arlene Redmond, Capitol Police; Jennifer Coverdale, Director, Division of Facilities Management; Phil Conte, Studio JAED; Thomas Cuccia, Deputy Director, Division of Facilities Management; Ryan Bond, Ruggerio Willson & Watson, LLC; Timothy Swanson, Advantech; Wes Stought (Virtual), Jensen Hughes; Alexa Adams, Director of Speaker Affairs; Dick Carter, Special Projects Director Emeritus; Valerie McCarten, Executive Assistant to the Pro Tempore; Carolyn Martin-Pettaway, Administrative Assistant to Senate Leadership; Deen Seely, Division of Facilities Management.

**AGENDA**

1. Welcome – Speaker Minor-Brown, Chair
2. Approval of December 2, 2025, Meeting Minutes
3. Legislative Council Report – Mark Cutrona, Director of the Division of Legislative Services
4. Controller General Report – Ruth Ann Miller, Controller General
5. Council Business
  - a. Request to Accept Donation of Plaque for the Chair of Honor
  - b. Publishing Reports Due to the General Assembly on Our Website
  - c. Schedule of Future Council Meetings
  - d. Discussion of Legislative Hall Security Assessment Report\*
  - e. Discussion of West Entrance Security Enhancement Designs\*
6. Adjournment

**1. Welcome**

Representative Minor-Brown called the meeting of Legislative Council to order at 11:07a.m. She noted the meeting is being held in person and virtually and is broadcast on the General Assembly's House Chamber page; questions or comments regarding the meeting should be directed to [legislative.council@delaware.gov](mailto:legislative.council@delaware.gov) or by calling the Division of Legislative Services at (302)744-4114. Rep. Minor-Brown asked Mark Cutrona to call roll.

**Mark Cutrona called roll for attendance and voting purposes. Attendance roll call revealed the following members present:** Representative Melissa Minor-Brown, Chair; Senator David Sokola, Vice-

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Chair; Senators Gerald Hocker, Elizabeth Lockman, Brian Pettyjohn, and Bryan Townsend; Representatives Kerri Evelyn Harris, Timothy Dukes, Edward Osienki, and Jeffrey Spiegelman.

Rep. Minor-Brown noted that a quorum is present, and Legislative Council is in session.

## 2. Approval of December 2, 2025, Meeting Minutes

**A motion was made by Senator Sokola and seconded by Representative Osienki to approve the December 2, 2025, Legislative Council meeting minutes. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienki, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

## 3. Legislative Council Report

Mark Cutrona began his report with greetings and by following up on a question asked by the Pro Tem at the previous meeting regarding regulations, proposed or finalized, that have as their purpose the reduction of unnecessary regulations. He then directed members to the memo included in the meeting agenda documents, while summarizing that 29 Del. C. § 10407 requires each executive branch agency to conduct a review of regulations adopted by the agency to determine which regulations should be modified or eliminated. Beginning in January 2016, this process is to occur every 4 years. This section of code also requires a report to the General Assembly and our Legislative Librarian noted that he could not find the report for the 2016 process, the 2020 process did not occur due to COVID, and the 2024 review process did not begin until 2025 so the report will not be delivered to the General Assembly until January of this year. Mr. Cutrona explained that the Register of Regulations Office does not track these reviews or the results of these reviews. The process occurs outside the Administrative Procedures Act and does not involve the Office unless an agency seeks to amend or repeal a regulation through the Administrative Procedures Act, limiting the Office's ability to track these. A search was done of the Regulations website for documents from July 2024 to the present and 36 regulations were discovered that reference that section of code, these primarily came from the Department of Education. He explained that due to the limitations of the search, not all notices include the term "10407", they cannot say for certain that more regulations have not been amended or repealed because of that review process and expressed hope that the pending report will provide that information. Mr. Cutrona continued that this process began in 2012 through an executive order from Governor Markell and at that time there was a detailed report, part of which is included in the agenda packets. He noted that the entire report is 76 pages and can be made available for anyone who would like to see it.

Moving on to some additional updates, Mr. Cutrona shared that the furniture for the Press Room has been ordered and will hopefully be installed before the return from the JFC break. Also working with the Division of Facilities Management, a plan is in place to replace the worn and broken door handles throughout Legislative Hall. The lead time for ordering is 8 weeks, so this project is anticipated to be completed during the spring recess in April.

Mr. Cutrona noted that the Joint Sunset and Legislative Oversight Committee is meeting 3 times this month, including today, and Division staff are assisting that committee. The Register's Office had a slower month in January, with only 37 regulatory items totaling 581 pages, which is about half of what they did in December. He reported that the Legislative Hall Cafeteria is open, sharing that The Catering Company has returned and added a new beverage menu and additional items to their food menu. He encouraged everyone to check them out.

In conclusion, Mr. Cutrona announced that the HTML and PDF versions of our Delaware Constitution are now updated and available on our website based on the second leg constitutional amendments that were passed last session. These were HB 10, SB 11, and SB 15. Due to the voluminous technical corrections changes in HB 10 touching each section of the constitution this update took longer than usual to ensure accuracy. He thanked Division staff for their many hours of work on this project and noted that the pocket size version of the constitutions would be available shortly after a final review process.

#### **4. Controller General Report**

Ruth Ann Miller began by reporting that the Controller General's Office is currently waiting on the Governor's Recommended Budget bill, noting it is being worked on by OMB and will be released on January 29<sup>th</sup>. After that JFC will be meeting for Budget Hearings to hear the Governor's Budget in open session beginning on Tuesday, February 3<sup>rd</sup>. Hearings will be held every Tuesday, Wednesday, and Thursday, beginning at 10:00am, and usually conclude around 3:00-4:00pm each day.

On the Capitol Budget side, Ms. Miller explained that the Bond Bill Committee will meet on Thursday, January 22<sup>nd</sup> at 10:00am to draft the Mini Bond Bill, noting that there are some fiscal reallocations necessary in the current fiscal year. The Committee will review these as well as rules and updates to the Community Reinvestment Fund application process. They anticipate opening this application process in mid-February like they did last year, with a final due date of May 1<sup>st</sup> for applicants.

Ms. Miller stated that on the Grant-in-Aid side they have received all of their general applications for non-profit groups and the analysts are reviewing these applications. She noted that the Senior Center application is currently open for application and due in March.

In conclusion, Ms. Miller shared that there are currently 77 active bills with fiscal notes and another 5 with fee impact statements for the 153<sup>rd</sup> General Assembly.

#### **5. Council Business**

##### **a. Request to Accept Donation of Plaque for the Chair of Honor**

Mr. Cutrona recalled that about 10 years ago Council approved the installation of a Chair of Honor, to honor and remember the American service men and women who are or were Prisoners of War or Missing in Action. He noted that the chair is located on the second floor of Legislative Hall outside of the Governor's Ceremonial Office.

Mr. Cutrona reported that we were contacted by the American Ex-Prisoners of War Organization, who are donating plaques to state capitols that have a Chair of Honor. He directed members to the picture of the plaque included in the agenda packets, sharing that it is 14 inches by 24 inches and weighs about 30 pounds. He stated that our Facilities Coordinator, Justin King, has reviewed this information and the current set-up with Dick Carter and believes that we can mount the plaque to the base of the platform that the chair sits on. He concluded that if council approves, we would like to accept the donation and display the plaque with the chair.

Representative Spiegelman made note that there are now 6 branches of the military, to which Mr. Cutrona offered to follow up with the organization. Senator Sokola shared that he recently read the book *Unbroken*, about WWII survivors who were afloat after a shipwreck, became prisoners of war, and were initially declared dead, noting that the plaque resonates more having read their account.

**A motion was made by Representative Osienki and seconded by Senator Lockman to approve the acceptance of the Plaque to be donated by the American Ex-Prisoners of War for the Chair of**

**Honor. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

**b. Publishing Reports Due to the General Assembly on Our Website**

Mr. Cutrona stated that the Division of Legislative Services would like to request approval and funding to publish reports due to the General Assembly on the General Assembly website and provided background on the subject. He explained that this project began about 5 years ago as the result of numerous requests that the Division had received from legislators, staff, and the public regarding reports that agencies are supposed to submit to the General Assembly. In attempting to locate these reports it was discovered that, although the General Assembly or the Division were supposed to receive these reports, we did not have them on file. After looking into it more, it was discovered that many of these reports were not produced or at least not in any way that could be found. In context, this is not an issue unique to Delaware, we discovered several states with these issues and many of them have addressed this by doing what is being asked of Council today. One of the Division's Fellows began researching this subject but, due to staffing limitations, the project could not be completed until Grace Kelly and Falah Al-Falahi were hired in 2023. With research support from our Legislative Librarian and much hard work, multiple databases were created to store all reports due to the General Assembly and begin collecting reports from the state agencies. Mark commented that if members were part of Council in 2024, they may remember Grace and Falah giving a presentation to discuss their findings, the next steps for contacting agencies, and on building an internal repository.

Grace Kelly and Falah Al-Falahi shared more context on the discussion. They explained that the totals presented in the agenda packets are the overall findings from their research. Currently 399 reports have been identified as due to the General Assembly. This includes reports that the General Assembly may request, with a vast majority being recurring but one-time reports also included in that total. Mr. Al-Falahi said that utilizing DELIS and the Legislative Library's Indexing of Legislation that creates reports, 28 new reports were identified as due to the General Assembly from the first session of the 153<sup>rd</sup> General Assembly. He explained that this total does not include reports due from appropriations bills. Ms. Kelly continued that, as noted in the agenda packets as well, 87 reports have been identified as due to the General Assembly analyzing Fiscal Year 2026 appropriations bills; 58 of these reports were identified in the Budget Bill, 21 from the Bond Bill, 3 from the G.I.A. Bill, and 5 new reports within the One-Time Supplemental Bill. After working with the Chief Clerk of the House and the Secretary of the Senate to gather any reports that had been received, the database was updated and any new reports received since have been recorded by the Division. All state agencies identified within state code have been contacted with requests for reports. In 2025, we received 97 reports, in 2024, 104, and in 2023, 70.

Senator Sokola asked if any reports were received from the Joint Legislative Oversight and Sunset Committee. Mr. Falahi does not believe these numbers were included in their report. Senator Sokola then asked if there was a breakdown of how many reports were due annually, quarterly, etc., to which Ms. Kelly explained that the database tracks the frequency of the reports, their due dates, as well as the reporting entity and other information.

Mr. Cutrona continued the discussion by explaining that the Division has been consulting with Lindsay Lewis, the General Assembly's IT Director, on the initial stages of what an online publishing of these reports might look like. Ms. Lewis stated that IT has built on the work that the Division has already done and reviewed, preliminarily, what other state legislatures publish for their public reports and how some state agencies publish their reports to the public on their own. They have determined that there is still a lot that needs to be defined. If approved, Ms. Lewis recommends that we define what will be published and from whom, how we allocate those questions back to the responsible state agencies, and how reports that

haven't been published should be handled. She also recommended we evaluate whether we want to suggest report descriptions, status indicators, and how to share that information. Ms. Lewis noted that some examples are included in the agenda packet, describing each as a little different in what information they offer. Highlighting some points, she explained that there is an opportunity to just meet a standard and publish links to annual reports, but to improve transparency they would like to include additional information. Some examples being, what legislation requires this report, what is it giving in plain language, how often it is reported, or if it is reported at all. She explained that they would like to continue working through the definitions before landing on what style of information is published, so efforts need to be continued and requested the ability to deepen their understanding of what descriptions and information are needed prior to providing visual options. The development work research has been done to better understand what they can handle with their current staff. Given the backlog they currently have, they are requesting an additional contractual position to support this initiative. They have confirmed with the Director of the Division of Legislative Services and the Controller General that the money is available for this year and will request the additional funding for FY27 in their budget request.

Senator Townsend commented on the wisdom of reviewing and changing whether or not some of these reports are required or the frequency at which they are required. He also noted that the dates these reports are due should also be reviewed to possibly ease burdens, referencing reports that are due around holidays or the end of the year. Mr. Curtona noted that part of this process has included thoughts of taking a JLOSC, Legislative Oversight, Government Efficiency view of these reports to try to whittle them down. It is entirely possible all 399 reports are necessary but perhaps there is some efficiency to be gained by having staff review reporting requirements as a third part of this process, after the reports are available online. Representative Spiegelman asked if would be appropriate for Council to make a request of the JLOSC to take up that report in the following year. Mr. Cutrona confirmed that it would be appropriate but added that the process could possibly take more than a year given staffing limitations and other concerns, but he believes the Division would be interested.

**A motion was made by Representative Spiegelman and seconded by Senator Pettyjohn that Legislative Council request of the Joint Legislative Oversight and Sunset Committee a review of the Reports Due to the General Assembly. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

**A motion was made by Senator Sokola and seconded by Representative Harris to approve of the Division of Legislative Services determining the scope of reports due to the General Assembly to be published and the publishing of these reports on the General Assembly's website. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

### **c. Schedule of Future Council Meetings**

Speaker Minor-Brown reviewed the proposal of dates for future Legislative Council Dates, citing February 20<sup>th</sup>, March 19<sup>th</sup>, April 16<sup>th</sup>, May 14<sup>th</sup>, and June 11<sup>th</sup>, with all meetings beginning at 11:00am.

Representative Dukes noted that he will not be available for the February meeting but stated that an exception need not be made. Senator Sokola gave the caveat that if any of these meetings were not deemed necessary as the date drew close, they would be canceled.

**A motion was made by Senator Sokola and seconded by Representative Harris to approve the scheduling of Legislative Council meetings as presented. Motion Carried. Vote 10 Yes:**

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- d. **Discussion of Legislative Hall Security Assessment Report**
- e. **Discussion of West Entrance Security Enhancement Designs**

**A motion was made by Senator Sokola and seconded by Senator Pettyjohn to enter executive session to further discuss the contents of documents sent and that they be excluded from the definition of a “public record” under 29 Del. C. § 10002(o)(17) as these documents could jeopardize the security of Legislative Hall, and that the following individuals join us during executive session because they have a relationship to the matter to be discussed or are needed to provide assistance to Legislative Council: Director of the Division of Legislative Services and staff; the Controller General; the Director of Legislative Information Systems; Chief Clerk of the House; Secretary of the Senate; the Chiefs of Staff for the House and Senate Majority and Minority Caucuses; Wes Stought of Jensen Hughes; Phil Conte of Studio JAED; Chief Thompson of the Capitol Police and staff; Jennifer Coverdale of the Division of Facilities Management; and a Representative from Advantech. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

Speaker Minor-Brown noted the livestream will end as they enter executive session and will resume once they exit executive session.

At 12:53 p.m. Legislative Council reentered public session.

**A motion was made by Senator Sokola and seconded by Senator Lockman that Capitol Police review the Security Assessment recommendations and report to Council regarding their review of which recommendations to move forward with. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

**A motion was made by Senator Sokola and seconded by Representative Dukes that the Legislative Building Committee resume their efforts regarding the Expansion and report back to Council. Motion Carried. Vote 10 Yes:** Representative Dukes, Representative Harris, Senator Hocker, Senator Lockman, Representative Minor-Brown, Representative Osienski, Senator Pettyjohn, Senator Sokola, Representative Spiegelman, and Senator Townsend.

## **6. Adjournment**

**Without objection the meeting adjourned at 12:57 p.m.**

Respectfully submitted,  
Mark Cutrona  
Director  
Division of Legislative Services