

2019-2020 Session

Change Session ▼

Joint Legislative Management Committee

Previous Meetings - Full Report

Tuesday, August 27, 2019

Meeting Details

Hearing Type	Standard
---------------------	----------

Meeting Record

1:00 PM	Call to Order and Committee Organization
----------------	---

Election of Officers

1:10 PM	Other Business
----------------	-----------------------

3:45 PM	Committee Discussion
----------------	-----------------------------

and Next Meeting Date/s

4:00 PM Adjourn

Tuesday, September 3, 2019

Meeting Details

**Hearing
Type** Standard

Meeting Record

9:00 AM Convene

- **Review Minutes of Previous Meeting**

August 27, 2019

9:15 AM Legislative Department Input

John Bloomer, Secretary, Vermont Senate

9:35 AM Legislative Department Input

William MaGill, Clerk, Vermont House of
Representatives

9:55 AM Legislative Department Input

Luke Martland, Director and Chief Counsel, Office of
Legislative Counsel

10:55 AM **Legislative Department Input**

Kevin Moore, Deputy Director for Information
Technology, Legislative Council

11:15 AM **Break**

11:25 AM **Staff Testimony**

Michael Chernick, Legislative Counsel, Office of
Legislative Counsel

Damien Leonard, Legislative Counsel, Office of
Legislative Counsel

12:00 PM **Committee Discussion**

pending time needed for staff input

12:30 PM **Adjourn**

Tuesday, September 17, 2019

Meeting Details

Hearing Type	Standard
-------------------------	----------

Meeting Record

9:00 AM Convene

- Review of Minutes from Last Meeting

9:05 AM Legislative Department Input

Stephen Klein, Chief Legislative Fiscal Officer, Joint
Fiscal Office

Janet Miller, Sergeant-At-Arms, Vermont Legislature

Matthew Romei, Chief of Capitol Police, Vermont
Legislature

10:30 AM Department Supervisors

Legislative Council

Jennifer Carbee, Deputy Chief Counsel, Office of
Legislative Counsel

Peggy Delaney, Supervisor of Committee Services,
Office of Legislative Counsel

Mike Ferrant, Deputy Director of Operations, Office of
Legislative Counsel

Nedene Martin, Supervisor of Drafting Operations,
Office of Legislative Counsel

12:00 PM Lunch

12:30 PM Department Supervisors

Joint Fiscal Office

Maria Belliveau, Associate Fiscal Officer, Joint Fiscal Office

Catherine Benham, Associate Fiscal Officer, Joint Fiscal Office

Joyce Manchester, Senior Economist, Joint Fiscal Office

1:30 PM Legislative Staff Testimony

Comments on the NCSL Report

Alec Adams, Legislative Editor, Office of Legislative Counsel

Graham Campbell, Senior Fiscal Analyst, Joint Fiscal Office

Rebecca Wasserman, Legislative Counsel, Office of Legislative Counsel

2:45 PM Committee Discussion

4:00 PM Adjourn

Thursday, October 17, 2019

Meeting Details

Hearing Type	Standard
---------------------	----------

Meeting Record

12:30 PM Approve Minutes

- **Review Minutes of Previous Meeting**

September 17, 2019

12:35 PM Department Supervisors

Stephanie Barrett, Associate Fiscal Officer, Joint Fiscal
Office

1:00 PM Staff Testimony

Sara Pearson, Capitol Police

1:20 PM Committee Discussion

Catherine Benham, Associate Fiscal Officer, Joint Fiscal
Office

Jennifer Carbee, Deputy Chief Counsel, Office of
Legislative Counsel

Mike Ferrant, Deputy Director of Operations, Office of
Legislative Counsel

Kevin Moore, Deputy Director for Information
Technology, Legislative Council

4:00 PM Adjourn

Tuesday, October 29, 2019

Meeting Details

**Hearing
Type** Standard

Meeting Record

8:30 AM Convene

- **Approve Minutes**

October 17, 2019

9:15 AM **Staff Testimony**

Luke Martland, Director and Chief Counsel, Office of
Legislative Counsel

10:00 AM **Committee Discussion**

11:30 AM **Adjourn**

Thursday, November 14, 2019

Meeting Details

**Hearing
Type** Standard

Meeting Record

1:00 PM Meeting Called to Order

Rep. Mitzi Johnson, Chair

-- **Approve Minutes**

October 29, 2019

1:10 PM Human Resources Discussion

Debbie Cragun, Human Resources Director, Utah
Legislature

**1:40 PM Committee Discussion on HR and Structure of
Legislative Staff**

3:00 PM Legislative IT Plan Discussion

*Vision of oversight of the unit, budgets, and strategic
plans*

Kevin Moore, Director of Information Technology,
Vermont Legislature

3:30 PM Committee Discussion on IT Oversight

4:00 PM Adjourn

Wednesday, November 20, 2019

Meeting Details

Hearing Type	Standard
-------------------------	----------

Meeting Record

12:00 PM	Convene
-----------------	----------------

Approve Minutes of November 14, 2019

12:05 PM	Committee Discussion
-----------------	-----------------------------

** Legislative Council Operations Review and Shared Services*

** Organizational Chart*

** Other Shared Services?*

** Hiring and Review Process of Department Heads*

4:00 PM	Adjourn
----------------	----------------

Friday, December 20, 2019

Meeting Details

Hearing Type	Standard
-------------------------	----------

Meeting Record

9:00 AM **Convene**

Approve minutes of November 20, 2019

9:05 AM **Recess and Convene Executive Session**

Staffing Resources for HR

9:30 AM **Adjourn Executive Session and Reconvene Meeting**

-- **Review of Draft Legislation**

Jennifer Carbee, Deputy Chief Counsel, Office of
Legislative Counsel

10:00 AM **Staff Testimony**

Comments on Draft Organization Chart - sent 12-17-2019
Please sign-up if possible but walk-ins are welcome

John Bloomer, Secretary, Vermont Senate

Peggy Delaney, Committee Services Supervisor, Office
of Legislative Counsel

Mike Ferrant, Deputy Director of Operations, Office of
Legislative Counsel

Stephen Klein, Chief Legislative Fiscal Officer, Joint
Fiscal Office

Luke Martland, Director and Chief Counsel, Office of
Legislative Counsel

Matthew Romei, Chief of Capitol Police, Vermont
Legislature

11:30 AM **Committee Discussion**

2:00 PM **Adjourn**

Thursday, April 30, 2020

Meeting Details

**Hearing
Type** Standard

Meeting Record

3:00 PM **Discussion with Legislative Department Heads**

- Part-time/session-only staff - what is the need and what are the expectations for their continued work as the session extends? What about staff who have been unable to work and are currently being paid?*
- Access to the building for staff & when should the building reopen to the public*
- Staffing needs for the presumed summer and fall sessions*

Thursday, August 6, 2020

Meeting Details

**Hearing
Type** Standard

Meeting Record

9:00 AM Meeting Called to Order

Rep. Mitzi Johnson, Chair, Joint Legislative
Management Committee

9:05 AM Preliminary thoughts on January session logistics

Planning for

- 1. Joint Assemblies*
- 2. Committee meeting space*
- 3. 133 State St option*
- 4. Technology*
- 5. further discussion*

Mike Ferrant, Director of Operations, Vermont
Legislature

Janet Miller, Sergeant-At-Arms, Vermont Legislature

Kevin Moore, Director of Information Technology,
Vermont Legislature

Matthew Romei, Chief of Capitol Police, Vermont
Legislature

10:30 AM Review of Act 144

*discuss staffing changes, organizational structure
changes, establishment of a new Human Resources
position and review possible job descriptions*

Jennifer Carbee, Deputy Chief Counsel, Office of
Legislative Counsel

Mike Ferrant, Director of Operations, Vermont
Legislature

11:00 AM **Adjourn**

set date/time for next meeting

Thursday, August 13, 2020

Meeting Details

**Hearing
Type** Standard

Meeting Record

9:00 AM **Meeting Called to Order**

Rep. Mitzi Johnson, Chair, Joint Legislative
Management Committee

- **Review Minutes from Last Meeting**

9:05 AM **Review Committee's Statutory Charge**

Jennifer Carbee, Deputy Chief Counsel, Office of
Legislative Counsel

9:15 AM Parameters in terms of where the legislature can meet and under what circumstances

John Bloomer, Secretary, Vermont Senate

William MaGill, Clerk, Vermont House of Representatives

Luke Martland, Director and Chief Counsel, Office of Legislative Counsel

BetsyAnn Wrask, Legislative Counsel, Office of Legislative Counsel

9:45 AM Committee Discussion

space decision-making

January discussion

10:10 AM 2020 Legislative Page Program

Janet Miller, Sergeant-At-Arms, Vermont Legislature

10:15 AM Review of Human Resources Director

review draft job description

review job posting timeline

decide process of hiring

10:30 AM Review of Legislative departments budgets

Dan Dickerson, Fiscal Analyst, Joint Fiscal Office

Stephen Klein, Chief Legislative Fiscal Officer, Joint Fiscal Office

11:00 AM Adjourn

Tuesday, November 24, 2020

Meeting Details

Hearing Type	Standard
-------------------------	----------

Meeting Record

8:30 AM Meeting Called to Order

Rep. Mitzi Johnson, Chair, Joint Legislative
Management Committee

- **HR Director position discussion**
