

Survivor: Term Limits - 2008

A series of meetings to inform,
consider, and discuss matters of
legislative significance in the advent
of term limits

MEMBERS

- **Compensation**
 - Salary
 - Unvouchered Expense Allowance
 - Per Diem
 - Mileage
 - Benefits

- **District Office Support**

- Legislative Assistants
- Statutory allowance
- Furniture/equipment allowance
- Supplemental account

HOUSE SPACE

- **Capitol**

- Legislative control of 2/3 space
- Member offices
- Caucuses & Delegations
- Basement offices
- Meeting Rooms

- **Annex**

- Legislative control of 1/2 of basement space
 - Accounting Office
 - House internet/intranet office
 - Human Resources office
 - Public Information Office
- Spaced “loaned” to Lt. Gov.
 - 2 offices in north basement

- **Pentagon**

- House Apartments

- 9, two bedroom

- 8, one bedroom

- 1, Speaker's apartment

- 11 apartments in A Bldg, 6 in B Bldg & 1 in C

- Rent static since 1990

- Spaced “loaned” to Lt. Gov.

- North ½ of 2nd floor of Bldg C

SUPPORT

- **Caucuses**
 - Acadiana
 - Black
 - Democrat
 - Independent
 - Orleans
 - Republican
 - Rural
 - Woman's
- **Staff Structure**
 - To be discussed later
- **Travel**
- **Purchasing**
- **Computers**
- **District Office staff**
- **Supplemental Account**

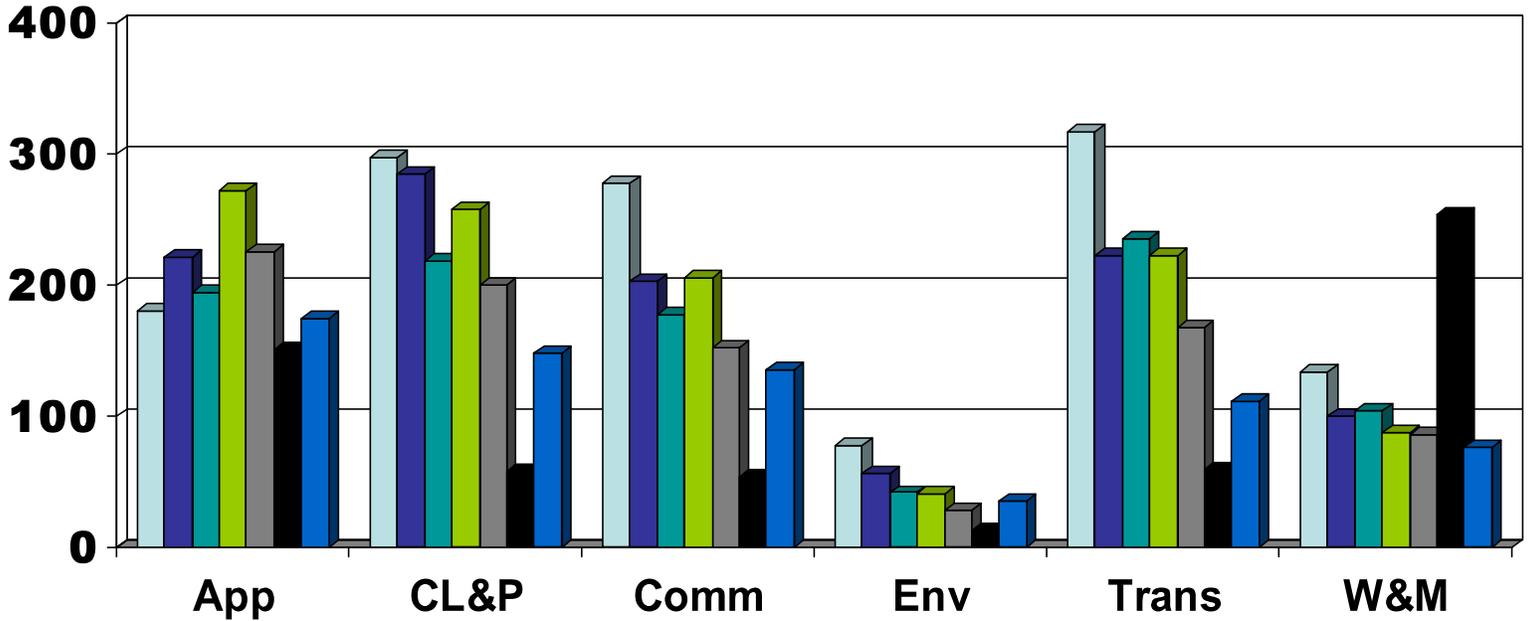
ORGANIZATION

- **Officers**
 - Speaker
 - Speaker Pro Tempore
 - Parliamentarian
 - Clerk of the House
 - Sergeant at Arms

STANDING COMMITTEES

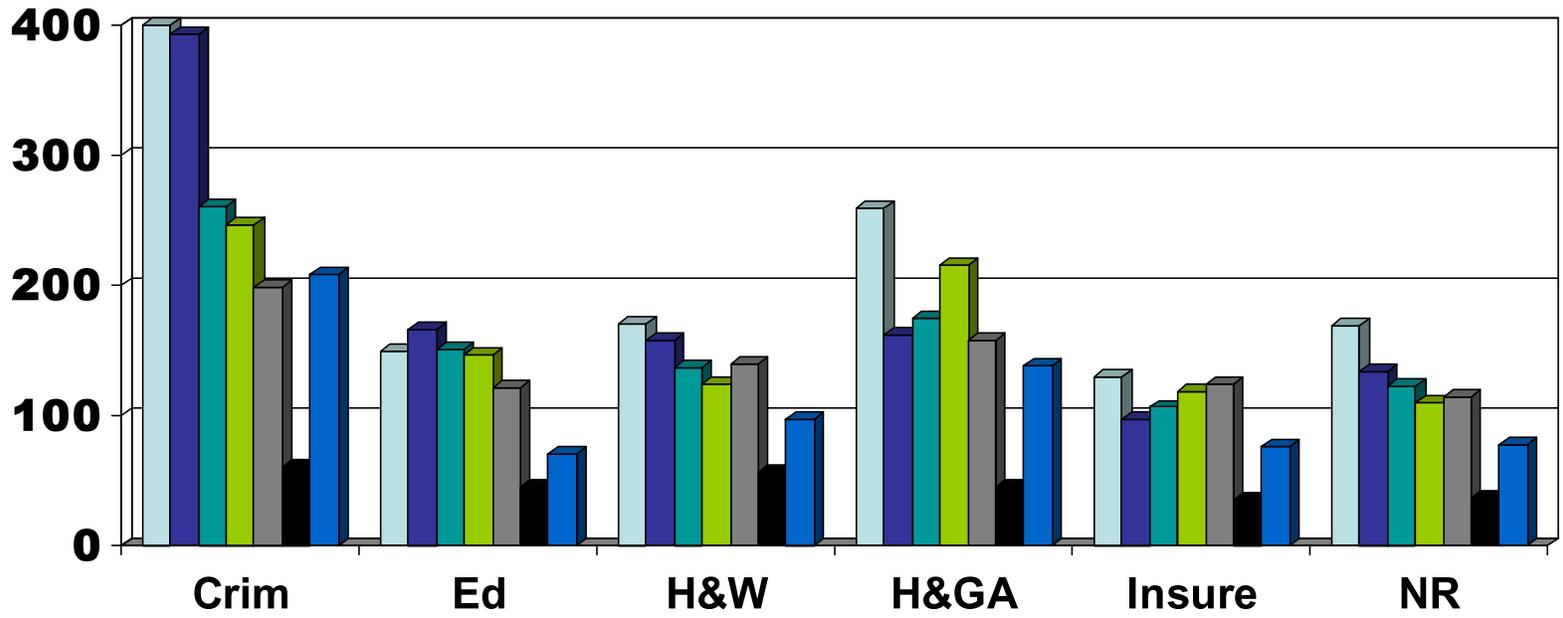
- 17 standing committees
- Workload of committees
 - Judiciary & Municipal Committees have greater workload than several two day committees
 - 1 meeting slot available for Weekly Committee
- Restructuring of committees
 - Additional committees
 - » Interest in recent years to create additional committees: Coast Protection and Restoration and Committee on Emergency Preparedness
 - Consolidation of committees

Historical Bill Referrals to Morning Committees

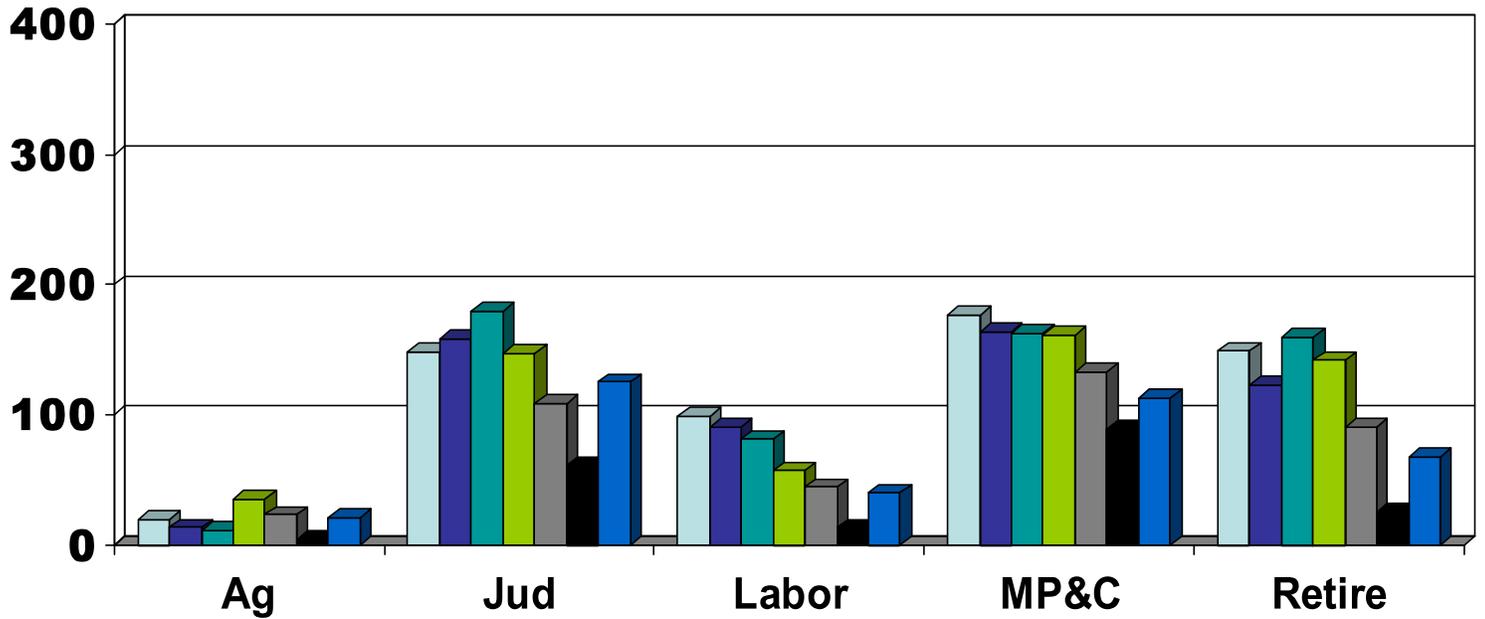


Historic Bill Referrals to Afternoon Committees

1997 1999 2001 2003 2004 2005 2006



Historic Bill Referrals to Weekly Committees



COMMITTEES WITH INTERIM POWERS

- Joint Legislative Committee on the Budget
- Joint Legislative Committee on Capital Outlay
- Legislative Audit Advisory Committee
- Legislative Budgetary Control Council

Joint Legislative Committee on the Budget

- Members of Appropriations and Finance Committees; chairmen of Ways & Means and Rev & Fisc
- Reviews recommended executive budget and reports findings 2 weeks before session
- In interim, authorized to approve change orders for capital construction projects and approve transfer of funds from one agency program to another
- Extended broad authority to interpret and oversee implementation of legislative intent in regard to fiscal and budgetary matters
- Subcommittees: Litigation subcommittee and Performance based budgeting subcommittee

Joint Legislative Committee on Capital Outlay

- Members of Ways & Means and Rev & Fisc Committees; chairmen of Appropriations and Finance; presiding officers and 4 additional members of each body, including chair of Joint Hwy. Priority Construction Comm.
- Reviews capital outlay recommendations of governor and reports findings 1 week before session
- Assists legislature in analysis of capital outlay needs of state and political subdivisions

Legislative Audit Advisory Council

- Five House and five Senate members appointed by presiding officer of each body
- Advise and consult with the legislative auditor and make recommendation
- Approves auditor's budget and fixes salaries of legislative auditor and actuary

Legislative Budgetary Control Council

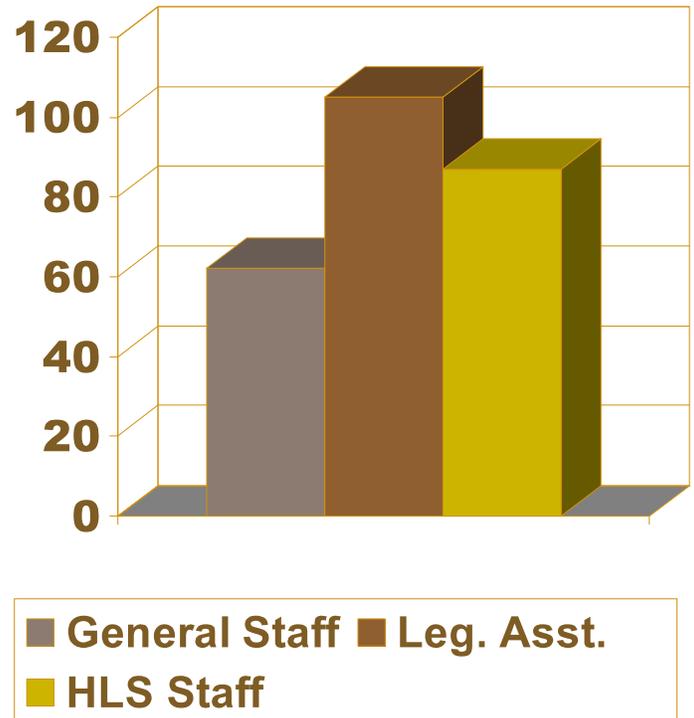
- One of the four committees with interim powers
- Duties and functions of Budgetary Control to be discussed under “Management & Control” issues

Select Committees

- Homeland Security
 - 2002
- Coastal Protection & Flood Control
 - 2004
- Technology
 - 2005
- Cellular Technology (biology)
 - 2006
- Effects of Term Limits
 - 2006

Employees of the House

- **General House Staff - 62**
 - Speaker’s office, Clerk’s office, Accounting, PIO, Human Resources, Sgt-at-Arms, Budget Office; Caucuses and Delegations
 - Under general direction of Speaker
- **HLS - 87**
 - Research, drafting, and committee staff
 - Under direction of HLS Council
- **Totals***
 - 149 full-time employees



Speaker's Staff

- **Speaker's Office**
 - 5 full-time
 - Executive Asst.
 - Special Asst.
 - Executive Council
 - Receptionist
 - Aide
 - 2 students
- **Speaker Pro Tempore's Office**
 - 1 full-time
- **Parliamentarian's Office**
 - 1 full-time
- **Telephone office / Foundation**
 - 1 full-time staff

Clerk and Sgt-at-Arms

- **Clerk's Office**

- 10 full-time, exclusive of clerk
 - Executive Asst.
 - 3 Asst. Clerks
 - Secretary
 - 2 IT specialists
 - 1 TV audio engineer
 - 2 telephone operators + 1 part-time
- 6 session employees

- **Sgt-at-Arms**

- 18 full-time
 - Chief Sgt-at-Arms
 - 16 Assistants, 3 EMTs
 - 1 TV audio engineer
- 8 part-time staff

Accounting, HR, PIO, and Purchasing Staff

- **Accounting**
 - 5 full-time
 - Controller
 - 4 accountants and clerks
- **Human Resources**
 - 5 full-time
 - HR Director
 - Assistant HR Director
 - HR Officer
 - Executive Asst.
 - Secretary
- **Public Information**
 - 3 full-time
 - PIO, Officer
 - Assistant PIO
 - Receptionist
- **Purchasing**
 - 2 full-time
 - Purchasing Officer
 - Assistant

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Caucus & Delegations, Budget Office, and other

- **Caucuses & Delegations**

- 7 full-time, one each:

- Acadiana
- Black
- Democrat
- Independent
- Republican
- Rural
- Woman's

Budget Office

- 4 full-time

- 1 Budget Officer
- 1 Executive Asst.
- 2 Budget Analysts

- **Audit Advisory**

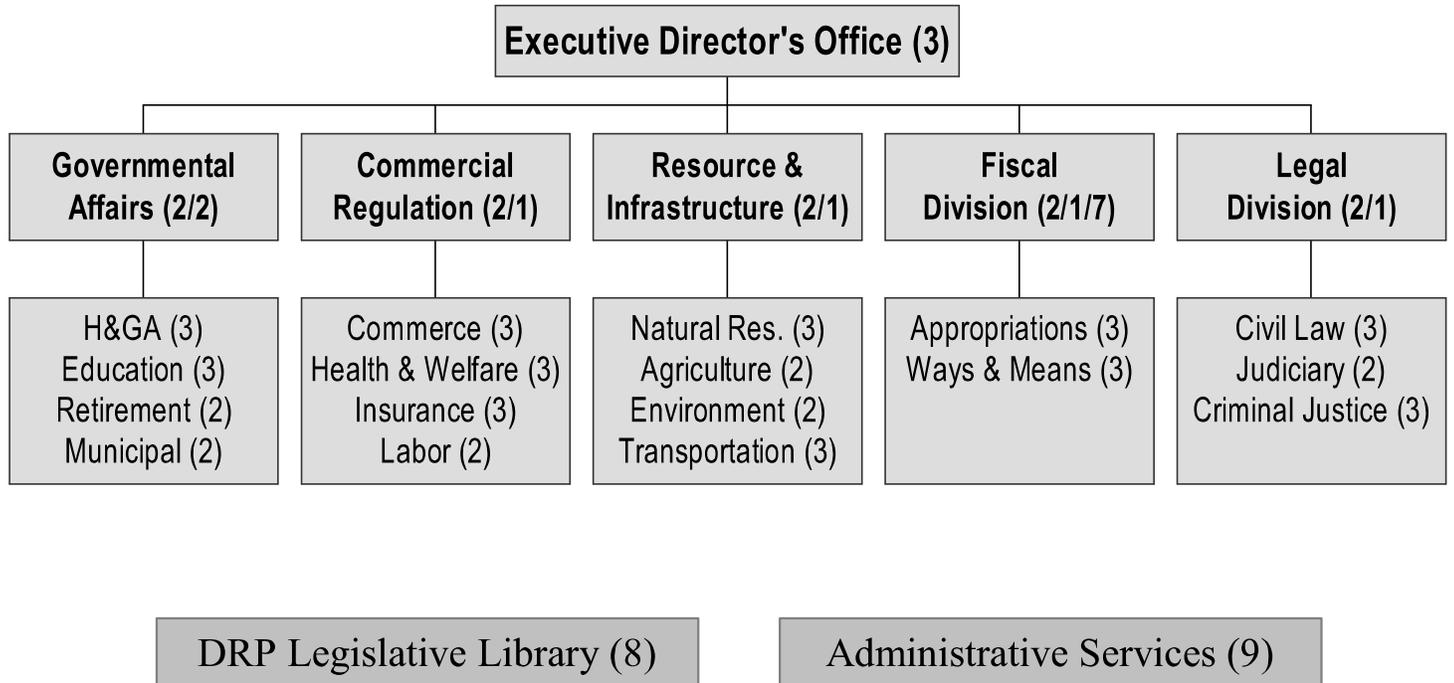
- 1 full-time

House Legislative Services' Staff

87 full-time / 7 students

- **Executive Director**
- **7 Supervisors**
 - 5 Division Directors
 - 1 Library Director
 - 1 Admin Serv. Supervisor
- **6 Administrators**
 - Exec. Asst. to Exec. Dir.
 - 5 Administrative Sec.
- **22 Attorneys**
- **12 Legislative Analyst**
- **5 Budget Analyst**
- **17 Comm. Secretaries**
- **7 Library Staff**
 - 5 Librarians
 - 2 Library tech/clerical staff
- **9 Administrative Services and Enrolling Staff**
 - Asst. Supervisor
 - Docket Clerk
 - 2 Word Processors
 - 4 Proofreaders
 - 1 Dup. Equip Operator
- **1 Receptionist**

HLS Organizational Chart



MANAGEMENT & CONTROL

- **Command Structure**
 - Speaker
 - HLS Council
 - Executive Committee
 - Budgetary Control Council
 - House Staff

MANAGEMENT & CONTROL

The Speaker

- Appoints all committees and Chairs & Vice Chairs
 - Can create select committees such as this one
 - Has numerous appointments to boards & commissions
- Establishes House budget
- Has control over House spending
- Employs and has authority to discharge all staff
- Control over all House space and facilities
- Is the CHAIR of the House in Session

MANAGEMENT & CONTROL

HLS Council

- Established pursuant to House Rule 3.5
- Membership
 - Speaker, Pro Tem, 9 members (one per congressional district, plus 2 at-large), and Clerk
- Has general control and supervision of HLS
- Employs Exec. Dir. of HLS who, with approval of Council, has authority to employ, terminate, and fix salaries of HLS staff

MANAGEMENT & CONTROL

Executive Committee

- Established pursuant to House Rule 6.26
- Advisory authority to Speaker, Officers & H&GA
 - Space & facilities
 - Officers
 - Employees
 - Rules
 - Administration
 - Budget
 - Financial
- Establishes the supplemental account allotment and spending rules

MANAGEMENT & CONTROL

Budgetary Control Council

- Established pursuant to R.S. 24:38
- Membership:
 - Speaker and pro tem of House & President and pro tem of Senate
 - Chairmen of Appropriations and Finance
 - Chairmen + 1 member from S&GA and H&GA
 - Clerical offices of each house (non voting)
- Governs expenditure and disbursement of funds allocated to House & Senate and other legislative bodies, including:
 - Auditor
 - Fiscal Office
 - Law Institute

MANAGEMENT & CONTROL

House Staff

- Hiring and other employment issues for staff
 - House General Staff: Supervisor or chair of caucus/delegation makes recommendation to Speaker
 - HLS: Div. Dir. works with Exec. Dir. to evaluate, discuss with comm. Chair and HLS council chair, and makes recommendation to Speaker
- Salaries
 - Classifications and Salary Ranges
 - Annual merit and possible promotion
 - Evaluations
 - merit increase
- Chain of Command

MANAGEMENT & CONTROL

Budget and Spending

- Speaker confects House budget
- Speaker controls House spending
- Speaker & President do same for Budgetary Control Council budget & spending

MANAGEMENT & CONTROL

Space Allocation and Use

- Capitol Tower - HLS Committees and Staff
 - Each division has 2, 3, or 4 committees
 - Each floor has three “chairman” offices
 - Vice-chairman share “staff” offices
- Capitol Basement
 - Caucuses and Delegations
 - Former Speakers
 - Meeting Space
- Committee Room Assignments

MANAGEMENT & CONTROL

Parking

- Legislature controls parking for building
 - except the Governor's circle in rear
- Interim: first come, first served
 - except for members' spaces
- Session, all spaces reserved
 - Members, staff, lobbyists receive spaces from the House
 - Senators, staff, building employees & lobbyists receive spaces from the Senate

MANAGEMENT & CONTROL

Supplies, Furnishings, & Maintenance

- Supplies and furnishings
 - Standard issue supplies available upon request; non-stocked supplies require pre-approval
 - All equipment and furniture orders require pre-approval
- Maintenance
 - Capital Facility Manager
 - Buildings & Grounds
 - Inmates

MANAGEMENT & CONTROL

Technology

- Computers
 - PSA: Provider of computer services
 - Contract joint with Senate
 - Maintains computer systems
 - Software development
 - Training; maintenance; troubleshooting
 - Acquisition of hardware and software
- Websites
 - Joint: matters of the legislature
 - House: matters specific to the House
 - Intranet