

LEGISLATIVE 01-00-00

Legislative

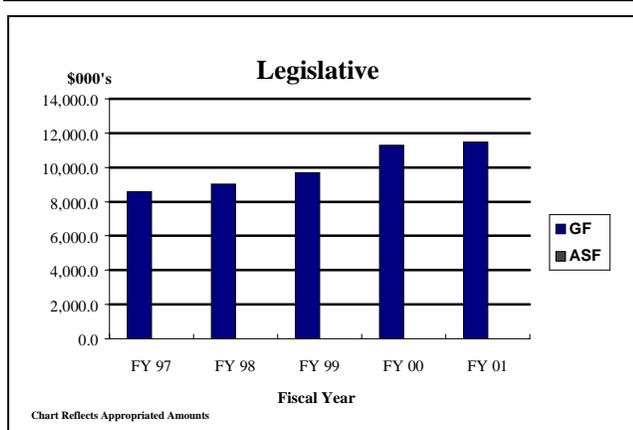
General Assembly -
House

General Assembly -
Senate

Commission on
Interstate Cooperation

Legislative Council

- Division of Research
- Office of the Controller General
- Code Revisors
- Commission of Uniform State Laws



- ◆ Recommend inflation adjustments of \$1.4 for travel and \$1.5 for contractual services in the Commission on Uniform State Laws.

GENERAL ASSEMBLY - HOUSE 01-01-01

A constitutional branch of state government in which legislative power is vested. Conduct official sessions of the State House of Representatives. Carry out daily operations of the State House of Representatives when not in session. Hold hearings and meetings concerning legislation and issues that affect the State of Delaware and its citizens. Provide the necessary staff support to do research, constituent casework, committee work and public information services.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	9,674.8	11,298.1	11,478.4
ASF	--	--	--
TOTAL	9,674.8	11,298.1	11,478.4

POSITIONS

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	71.0	73.0	73.0
ASF	--	--	--
NSF	--	--	--
TOTAL	71.0	73.0	73.0

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	3,820.5	4,353.1	4,433.0
ASF	--	--	--
TOTAL	3,820.5	4,353.1	4,433.0

POSITIONS

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	23.0	24.0	24.0
ASF	--	--	--
NSF	--	--	--
TOTAL	23.0	24.0	24.0

FY 2001 BUDGET HIGHLIGHTS

OPERATING BUDGET:

- ◆ Recommend base adjustments of \$2.0 in the Commission on Interstate Cooperation for National Conference of State Legislatures; and (\$36.0) for Appalachian Compact Contractual Services.
- ◆ Recommend inflation adjustment in Division of Research of \$5.3 for OEC. Recommend one-time funding of \$70.0 in the Budget Office's Contingency for legislative stationery.

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**GENERAL ASSEMBLY - SENATE
01-02-01**

A constitutional branch of state government in which legislative power is vested. Conduct sessions of the State Senate. Hold hearings and meetings concerning various legislation and issues pertaining to the State of Delaware and its citizens.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	2,297.6	2,837.8	2,892.9
ASF	--	--	--
TOTAL	2,297.6	2,837.8	2,892.9

POSITIONS

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	15.0	15.0	15.0
ASF	--	--	--
NSF	--	--	--
TOTAL	15.0	15.0	15.0

**COMMISSION ON INTERSTATE
COOPERATION
01-05-01**

To pay national association dues for state membership and assessment to the Delaware River Basin Commission. To enable legislators and certain non-legislators to attend seminars and conferences to gain information in areas of benefit to the State.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	690.8	739.4	705.4
ASF	--	--	--
TOTAL	690.8	739.4	705.4

**LEGISLATIVE COUNCIL
01-08-00**

***DIVISION OF RESEARCH
01-08-01***

MISSION

The Division of Research was created by Legislative Council to act as a reference bureau for information relating or pertaining to legislative matters and subjects of interest to the Senate or the House. To meet this mandate, the division conducts a wide range of activities including (but not limited to) legislative research, bill drafting, committee staffing, and the development, production and promulgation of public information concerning the General Assembly.

The division publishes the monthly Delaware Register of Regulations in hardcopy and electronic formats. This publication and thousands of other public documents are available on the General Assembly Internet web site (www.state.de.us/research/assembly.htm) which was developed by division staff, who also serve as webmasters to ensure the site's daily maintenance and expansion.

The division also operates a full service print shop, a legislative library, a Legislative Hall tour service and a bill service which answers inquiries about legislative matters and provides copies of bills, resolutions, and other legislative documents to all interested parties in accordance with the letter and spirit of the Freedom of Information Act.

KEY OBJECTIVES

- Encourage greater utilization of the services and resources of the division by members of the General Assembly.
- Increase the volume of bill drafting and legislative research conducted by the division.
- Continue the development of the Delaware Administrative Code of Regulations.
- Strive for greater customer satisfaction among the users (legislators, lobbyists, government officials and members of the general public) of the division's services.

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- Maintain and enhance the information and services provided through the General Assembly Internet web site.

BACKGROUND AND ACCOMPLISHMENTS

The past year was a time of activity and change in the Division of Research. Notable accomplishments include:

- Personnel changes that resulted in providing three full time attorneys on staff and a paralegal to provide an additional professional position to the research staff.
- The Registrar of Regulations chaired the conference program for the Administrative Code and Registers Section (ACR) of the National Association of Secretaries of State (NASS) at their 1999 Annual Conference in St. Louis, Missouri.
- The Legislative Council approved two new division developed policy documents on the "Acceptable Use" and "Privacy, Permission, Information and Accessibility" of the General Assembly Internet web site. These new policies have encouraged the continued expansion of the site and have resulted in new features such as individual legislator's pages and partisan caucus pages.
- The division director was one of 40 state government officials from across the United States chosen to participate in the 1999 Toll Fellows Leadership Program sponsored by the Council of State Governments.
- Legislative Council created a new unit in the division, the Technical Advisory Office. It is staffed by a part time contractor who coordinates research on technical and scientific subjects by a group of highly skilled retirees affiliated with the Delaware Environmental Alliance for Senior Involvement (Del EASI).

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	2,865.5	3,367.8	3,447.1
ASF	--	--	--
TOTAL	2,865.5	3,367.8	3,447.1

POSITIONS

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	33.0	34.0	34.0
ASF	--	--	--
NSF	--	--	--
TOTAL	33.0	34.0	34.0

ACTIVITIES

- Disseminate accurate, timely legislative documents and information to all users of the division's bill service.
- Provide objective, non-partisan research and analysis of issues related to legislation and subjects of interest to members of the General Assembly.
- Provide accurate, well-reasoned and effective draft legislation to meet the needs of the legislative sponsor(s).
- Maintain an effective legislative library by constantly updating reference materials and taking advantage of on-going technological improvements.
- Provide timely, accurate, well-maintained information to users of the Register of Regulations and the General Assembly Internet web site through frequent updates of these publications.
- Provide timely, accurate printed materials through the Legislative Print Shop.

PERFORMANCE MEASURES

Provide "same day service" for all information requests made to the Bill Service desk. All requests for copies of legislation (whether made in person, by fax, phone or E-mail) shall be filled (directly, by mail, fax or E-mail) by no later than the end of the business day in which the request is made. All such requests are recorded on the appropriate form and performance is monitored, daily, by the bill service supervisor. Monthly statistics are submitted to the division director.

All professional staff (administrators, analysts, attorneys) maintain activity logs to record bills drafted, research reports and memos completed, committee and other meetings attended, and other activities. These reports are submitted to the division director. They augment the bill drafting statistics that are recorded automatically by the Legislative Information System (LIS).

Web site management software and an internal monitoring system are used to ensure timely updates to the Internet web site, minimal turnaround times for the posting of new documents to the web and timely responses to E-mail queries.

**LEGISLATIVE
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**OFFICE OF THE CONTROLLER GENERAL
01-08-02**

The Office of the Controller General works with and assists the General Assembly and the Joint Finance Committee by providing comprehensive budget analyses, fiscal notes and limited numbers of management and program reviews. Priority issues and/or policy questions are researched and investigated. The office provides support to legislative members on the Delaware Economic and Financial Advisory Council and provides analyses of General Fund transfers and applications for federal funds. Staff members participate in all hearings in connection with the state's operating budget, contemplated supplementary appropriations and capital improvement programs. The office also performs management and program reviews by using casual salaries and contractual services and provides professional, technical and clerical support to legislative standing committees.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	1,421.5	1,611.1	1,643.2
ASF	--	--	--
TOTAL	1,421.5	1,611.1	1,643.2

POSITIONS

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	14.0	15.0	15.0
ASF	--	--	--
NSF	--	--	--
TOTAL	14.0	15.0	15.0

PERFORMANCE MEASURES

	FY 1999 Actual	FY 2000 Budget	FY 2001 Gov. Rec.
# responses to legislative requests	--	--	--
% fiscal notes completed	--	--	--

**CODE REVISORS
01-08-03**

To comply with the statutory mandates of law, generally to function as compilers of the Delaware Code.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	169.4	222.4	222.4
ASF	--	--	--
TOTAL	169.4	222.4	222.4

**COMMISSION ON UNIFORM STATE LAWS
01-08-06**

To comply with the statutory mandate of law. The commission, consisting of five members, acts in concert with like commissions of other states. The commission considers and drafts uniform or model laws and devises and recommends courses of action.

BUDGET

	FY 1999 ACTUAL	FY 2000 BUDGET	FY 2001 GOV. REC.
GF	20.6	29.2	32.1
ASF	--	--	--
TOTAL	20.6	29.2	32.1