

LEGISLATIVE 01-00-00

Legislative

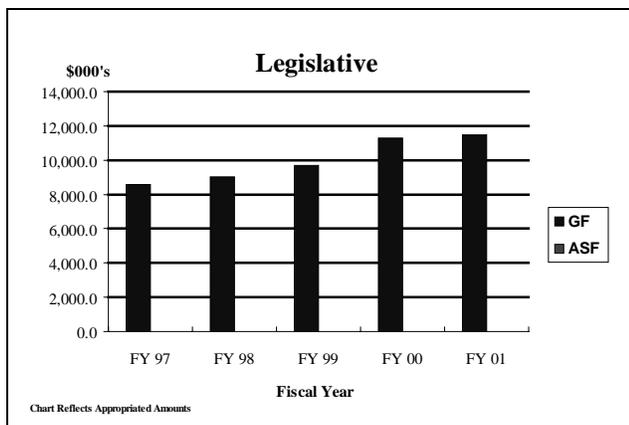
General Assembly -
House

General Assembly -
Senate

Commission on
Interstate Cooperation

Legislative Council

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



BUDGET

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	9,770.4	11,572.1	11,764.8
ASF	--	--	--
TOTAL	9,770.4	11,572.1	11,764.8

POSITIONS

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	73.0	78.0	78.0
ASF	--	--	--
NSF	--	--	--
TOTAL	73.0	78.0	78.0

FY 2002 BUDGET HIGHLIGHTS

OPERATING BUDGET:

- ◆ Recommend inflation adjustment of \$42.0 for participation on the Delaware River Basin Commission.
- ◆ Recommend inflation adjustments of \$1.2 for Contractual Services to cover existing contracts on print shop equipment and \$5.0 to the Technical Advisory Office for the expansion of activities.

- ◆ Recommend inflation adjustments of \$1.6 for Travel and \$1.6 for Contractual Services.

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 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	3,922.5	4,433.0	4,484.2
ASF	--	--	--
TOTAL	3,922.5	4,433.0	4,484.2

POSITIONS

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	24.0	27.0	27.0
ASF	--	--	--
NSF	--	--	--
TOTAL	24.0	27.0	27.0

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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 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	2,256.9	2,892.8	2,927.2
ASF	--	--	--
TOTAL	2,256.9	2,892.8	2,927.2

POSITIONS

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	15.0	17.0	17.0
ASF	--	--	--
NSF	--	--	--
TOTAL	15.0	17.0	17.0

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 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	681.8	729.2	771.2
ASF	--	--	--
TOTAL	681.8	729.2	771.2

LEGISLATIVE COUNCIL 01-08-00

DIVISION OF RESEARCH 01-08-01

MISSION

The Division of Research was created by the General Assembly 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.
- Maintain and enhance the information and services provided through the General Assembly Internet Web site.

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BACKGROUND AND ACCOMPLISHMENTS

The following is a summary of some of the notable Division of Research accomplishments from the past year:

- A confidential electronic Legislative Tracking database was developed and implemented with Legislative Council approval. This system allows the Director and Deputy Director to record and monitor the progress of all staff assignments for legislative drafting and research.
- A 15-minute videotape entitled "Your Delaware General Assembly" was produced. It is used by legislators for public information purposes and has been incorporated into the Legislative Hall Tour Program.
- The Legislative Hall Tour Program was improved and expanded. Changes included: the hiring of two new professional, per-diem tour guides; completion of Tour Guide Training sessions in cooperation with Delaware State Museums; and the development of standardized Tour Guide scripts, a teachers' guide, and "rack cards" to advertise the Tour Program at tourist and visitors' centers throughout the State.
- The division's Technical Advisory Office produced three detailed technical reports on issues of interest to the members of the General Assembly. The reports addressed the topics of: nutrient management; the status of scientific laboratories in the Department of Agriculture and the Department of Natural Resources and Environmental Control; and the effectiveness of highway sound barriers. The Technical Advisory Office was one of only eight government programs from throughout the country to receive a year 2000 Innovations Award from the National Council of State Governments (CSG).
- The division director was re-appointed to another one-year term on the National Executive Committee of the Council of State Governments (CSG).
- The Registrar of Regulations and his staff completed the first of several volumes of a Delaware Administrative Code and received Legislative Council approval to issue a request for proposal (RFP) to identify one or more publishers for this new publication.
- The Registrar of Regulations was elected national president of the Administrative Codes and Registers section (ACR) of the National Association of Secretaries of State (NASS).

- The General Assembly created a Tri-Centennial Committee to develop a fitting recognition for the upcoming 300th Anniversary of the legislative branch in 2004. The Legislative Council has approved one related project to date, the development of a commemorative book. Noted Delaware historian, Dr. Carol Hoffecker, is the author.
- The Legislative Council approved the development and installation of a monument to honor all those Delaware military personnel "Missing in Action" from any of the armed conflicts of the 20th Century.

BUDGET

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	2,909.6	3,517.1	3,582.2
ASF	--	--	--
TOTAL	2,909.6	3,517.1	3,582.2

POSITIONS

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	34.0	34.0	34.0
ASF	--	--	--
NSF	--	--	--
TOTAL	34.0	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, and 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 and accurate printed materials through the Legislative Print Shop.

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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 computerized activity logs on the new Legislative Tracking System to record bills drafted, research reports, memos completed, and other activities. This provides the director and deputy director with up-to-the-minute information on the status of all work assignments.

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.

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 performs management and program reviews by using casual and seasonal employees and contractual services. The office also provides professional, technical, and clerical support to legislative standing committees.

BUDGET

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	1,447.3	1,713.2	1,740.1
ASF	--	--	--
TOTAL	1,447.3	1,713.2	1,740.1

POSITIONS

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	15.0	15.0	15.0
ASF	--	--	--
NSF	--	--	--
TOTAL	15.0	15.0	15.0

CODE REVISORS

01-08-03

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

BUDGET

	FY 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	173.2	222.4	222.4
ASF	--	--	--
TOTAL	173.2	222.4	222.4

COMMISSION ON UNIFORM STATE LAWS

01-08-06

To comply with the statutory mandates 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 2000 ACTUAL	FY 2001 BUDGET	FY 2002 GOV. REC.
GF	20.7	32.1	35.3
ASF	--	--	--
TOTAL	20.7	32.1	35.3