

LEGISLATIVE 01-00-00

Legislative

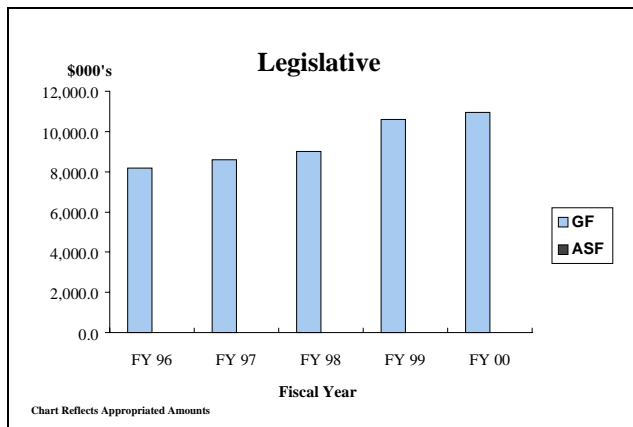
General Assembly -
House

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 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	9,011.4	10,586.7	10,957.1
ASF	--	--	--
TOTAL	9,011.4	10,586.7	10,957.1

POSITIONS

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	68.0	71.0	71.0
ASF	--	--	--
NSF	--	--	--
TOTAL	68.0	71.0	71.0

FY 2000 BUDGET HIGHLIGHTS

OPERATING BUDGET:

- ◆ Recommend base adjustment of \$6.7 in the Commission on Interstate Cooperation for Council of State Governments and National Conference of State Legislatures, and (\$12.0) adjustment to Appalachian Compact contractual services.

- ◆ Recommend inflation of \$21.7 in the Division of Research consisting of \$5.1 for OEC; \$3.0 for travel; (\$2.4) for contractual services; \$6.0 for supplies; and \$10.0 in capital outlay for annual repair and preservation of portraits. Recommend one-time funding of \$20.0 in the Budget Office's Contingency for print shop equipment.
- ◆ Recommend base adjustments in the Office of Controller General of \$28.9 for personnel costs; \$90.0 for contractual services; \$5.5 for supplies and materials; and (\$40.0) reducing the Senior Center Software line to zero. Recommend one-time funding of \$60.0 in the Budget Office's Contingency for Calendar Year 2000 reapportionment costs.
- ◆ Recommend base adjustment of \$20.1 in Code Revisors for travel and contractual services.
- ◆ Recommend inflation of \$1.4 to travel and \$2.1 for contractual services in 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.

LEGISLATIVE
01-00-00

BUDGET

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	3,618.2	4,171.5	4,277.7
ASF	--	--	--
TOTAL	3,618.2	4,171.5	4,277.7

POSITIONS

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	22.0	23.0	23.0
ASF	--	--	--
NSF	--	--	--
TOTAL	22.0	23.0	23.0

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 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	2,164.9	2,769.0	2,838.0
ASF	--	--	--
TOTAL	2,164.9	2,769.0	2,838.0

POSITIONS

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	14.0	15.0	15.0
ASF	--	--	--
NSF	--	--	--
TOTAL	14.0	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 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	712.5	741.7	736.4
ASF	--	--	--
TOTAL	712.5	741.7	736.4

**LEGISLATIVE
01-00-00**

**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 website (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 website.

BACKGROUND AND ACCOMPLISHMENTS

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

- Completion of the total renovation of the division's office space on the ground floor of Legislative Hall providing a more attractive, professional and efficient work environment.
- Completion of the initial two years of publication of the Delaware Register of Regulations.
- Legislative Council approval to proceed with the development of an Administrative Code for the State of Delaware. This publication will be compiled by the Registrar of Regulations and will eventually consist of a multi-volume code set (similar to the Delaware Code) which will contain all the applicable regulations of every state department or other entity which has the legal authority to promulgate regulations. This project involves the development of a detailed classification system and an electronic database to allow for the eventual publication of the Administrative Code set in electronic and hardcopy formats.
- Division staff planned and implemented the successful Council of State Governments Eastern Regional Conference in August 1998. This event brought nearly a thousand legislators, executive branch officials and industry representatives to Wilmington to discuss issues of interest to the Northeast.

BUDGET

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	1,152.3	1,290.2	1,348.3
ASF	--	--	--
TOTAL	1,152.3	1,290.2	1,348.3

POSITIONS

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	18.0	19.0	19.0
ASF	--	--	--
NSF	--	--	--
TOTAL	18.0	19.0	19.0

**LEGISLATIVE
01-00-00**

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 Website 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, or 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).

Website management software and an internal monitoring system are used to ensure timely updates to the Internet Website, 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 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 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	1,186.1	1,386.3	1,505.1
ASF	--	--	--
TOTAL	1,186.1	1,386.3	1,505.1

POSITIONS

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	14.0	14.0	14.0
ASF	--	--	--
NSF	--	--	--
TOTAL	14.0	14.0	14.0

PERFORMANCE MEASURES

	FY 1998 Actual	FY 1999 Budget	FY 2000 Gov. Rec.
# responses to legislative requests	--	--	--
% fiscal notes completed	--	--	--

**LEGISLATIVE
01-00-00**

***CODE REVISORS
01-08-03***

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

BUDGET

	FY 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	158.1	202.3	222.4
ASF	--	--	--
TOTAL	158.1	202.3	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 1998 ACTUAL	FY 1999 BUDGET	FY 2000 GOV. REC.
GF	19.7	25.7	29.2
ASF	--	--	--
TOTAL	19.7	25.7	29.2
