

**REPORT
OF THE
COMMITTEE ON POLICY MAKING
OF THE
ARKANSAS LEGISLATIVE COUNCIL**

May 28, 2013

Dear Co-Chairs:

The Policy Making Subcommittee of the Arkansas Legislative Council met Friday, May 24, 2013 at 11:00 a.m. in Room 272. The members present are listed on the sign-in sheet. The chair did not see a quorum and made the determination to refer the two matters before the subcommittee to the Legislative Council for its approval, as follows:

Interim Committee Fund Allocations:

Jill Thayer, Legal Counsel to the Director, Bureau of Legislative Research, was recognized to discuss the interim committee allocations for the Bureau of Legislative Research for the 2014 fiscal year. She explained that it is the responsibility of the Policy Making Subcommittee to set the initial allocations for reimbursement funds of the interim committees. The allocations listed in **Exhibit B** will begin July 1, 2013.

Discussion of Policy Concerning Member Travel:

Ms. Thayer also discussed the amended policy on reimbursement of members of the General Assembly for attending national and regional conferences. The revised policy brings the ALC policy into compliance with Arkansas Code Annotated §10-2-224. The current policy is attached as **Exhibit C1**. The revised policy is attached as **Exhibit C2**.

There being no further business, the meeting adjourned.

Respectfully submitted,

Senator Linda Chesterfield, Senate Co-Chair

Representative James L. Word, House Co-Chair

Interim Committee Balances
for the
Bureau of Legislative Research

Exhibit B

FISCAL YEAR 2014 (July 1, 2013 - June 30, 2014)							
COMMITTEE TITLE	PER DIEM/MILEAGE & EXPENSES			OUT OF STATE TRAVEL			
	FY14 BEGINNING	TRANSFER IN/OUT	EXPENDED	ENDING BALANCE	FY 14 BEGINNING	EXPENDED	ENDING BALANCE
ECONOMIC AND TAX POLICY							
JOINT	24,000.00			24,000.00	-		-
LEGISLATIVE FACILITIES							
JOINT	28,000.00			28,000.00	-		-
SENATE EDUCATION	28,000.00			28,000.00	5,950.00		5,950.00
SENATE JUDICIARY	14,000.00			14,000.00	5,950.00		5,950.00
SENATE PUBLIC HEALTH, WELFARE & LABOR	28,000.00			28,000.00	5,950.00		5,950.00
SENATE TRANS, TECH, LEGIS AFFAIRS	14,000.00			14,000.00	5,950.00		5,950.00
SENATE REVENUE & TAX	14,000.00			14,000.00	5,950.00		5,950.00
SENATE AGRI, FORESTRY & ECONOMIC DEV	14,000.00			14,000.00	5,950.00		5,950.00
SENATE CITY, COUNTY & LOCAL AFFAIRS	14,000.00			14,000.00	5,950.00		5,950.00
SENATE INSURANCE & COMMERCE	14,000.00			14,000.00	5,950.00		5,950.00
SENATE STATE AGENCY & GOVT'L AFFAIRS	14,000.00			14,000.00	5,950.00		5,950.00
JOINT PERFORMANCE REVIEW	60,000.00			60,000.00	25,500.00		25,500.00
JOINT PUBLIC RETIREMENT & SS PRGM	40,000.00			40,000.00	-		-
SENATE CHILDREN & YOUTH	20,000.00			20,000.00	8,500.00		8,500.00
JT ADV COM & TECH	34,000.00			34,000.00	14,450.00		14,450.00
MISC SET ASIDE	150,000.00			150,000.00	-		-
AR LOTTERY COMMISSION							
OVERSIGHT	24,000.00			24,000.00	-		-
HOUSE EDUCATION	112,000.00			112,000.00	17,000.00		17,000.00
HOUSE JUDICIARY	58,000.00			58,000.00	17,000.00		17,000.00

**Interim Committee Balances
for the
Bureau of Legislative Research**

FISCAL YEAR 2014 (July 1, 2013 - June 30, 2014)							
COMMITTEE TITLE	PER DIEM/MILEAGE & EXPENSES			ENDING BALANCE	OUT OF STATE TRAVEL		
	FY14 BEGINNING	TRANSFER IN/OUT	EXPENDED		FY 14 BEGINNING	EXPENDED	ENDING BALANCE
HOUSE PUBLIC HEALTH, WELFARE & LABOR	128,000.00			128,000.00	17,000.00		17,000.00
HOUSE PUBLIC TRANSPORTATION	48,000.00			48,000.00	17,000.00		17,000.00
HOUSE REVENUE & TAX	64,000.00			64,000.00	17,000.00		17,000.00
HOUSE AGING & LEGIS AFFAIRS	42,000.00			42,000.00	17,000.00		17,000.00
HOUSE AGRI, FORESTRY & ECONOMIC DEVELP	56,000.00			56,000.00	17,000.00		17,000.00
HOUSE CITY, COUNTY & LOCAL AFFAIRS	50,000.00			50,000.00	17,000.00		17,000.00
HOUSE INSURANCE & COMMERCE	60,000.00			60,000.00	17,000.00		17,000.00
HOUSE STATE AGENCIES & GOVT'L AFFAIRS	44,000.00			44,000.00	17,000.00		17,000.00
UNALLOCATED INTERIM COMMITTEE	223,199.00			223,199.00	5,197.00		5,197.00
GRAND TOTAL	1,419,199.00			1,419,199.00	277,197.00		277,197.00
JOINT ENERGY	65,806.00			65,806.00			

05/22/2013

Exhibit C1

Policy on Reimbursement of Members of the General Assembly for Attendance at National or Regional Conferences Adopted May 16, 2008

In accordance with the Arkansas Code Annotated Section 10-3-210, it shall be the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research to allow reimbursement to Members of the General Assembly for their attendance at normal meetings of the SLC, CSG, NCSL, Energy Council and ALEC and their duly formed subcommittee meetings.

If a Member of the General Assembly wishes to receive reimbursement for attendance at a regional or national meeting not listed above, then and in that event, the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research shall be as follows:

1. The Member must submit a written request for reimbursement prior to attendance to the Chair of a legislative committee in which the Member is also a member. Said request shall contain such information to ascertain the beneficial nature of the meeting to the people of the State of Arkansas, and shall, at a minimum, contain an agenda for the meeting.
2. Upon receipt of the above information, the Chair of the committee shall review it and make an initial determination that the required information is contained in the request. If the Chair determines that the information provided by the Member is incomplete, the Chair shall notify the Member, in writing, of the perceived deficiencies and give the Member the opportunity to cure any defects.
3. Once complete, the Chair shall forward his or her recommendation to the Legislative Council where it shall be reported at the next regularly scheduled meeting.

DRAFT [05-15-2013]

**Policy on Reimbursement of Members
of the General Assembly for
Attendance at National or Regional Conferences**

**As Amended and Adopted by the Legislative Council
May 28, 2013**

In accordance with Arkansas Code Annotated § 10-2-224 (as amended by Acts 2011, Nos. 48 and 71) and § 10-3-210, it shall be the policy of the Arkansas Legislative Council and the Bureau of Legislative Research to allow reimbursement of Members of the General Assembly for their attendance at normal meetings of the SLC, CSG, NCSL, Energy Council and ALEC and their duly formed subcommittee meetings.

If a Member of the General Assembly wishes to receive reimbursement for attendance at a regional or national conference not listed above, then and in that event, the policy of the Arkansas General Assembly acting by and through the Arkansas Legislative Council and the Bureau of Legislative Research shall be as follows:

1. The Member must submit a written request for reimbursement prior to attendance to the Chair of a legislative committee in which the Member is also a member. The request shall contain sufficient information to ascertain the beneficial nature of the meeting to the people of the State of Arkansas.
2. Upon receipt of the above information, the Chair of the committee shall review it and make an initial determination that the required information is contained in the request. If the Chair determines that the information provided by the Member, in writing, of the perceived deficiencies and give the Member the opportunity to cure any defects.
3. Once the reimbursement is authorized by the Chair of the committee, the authorization shall also be subject to approval of the Speaker of the House of Representatives or the President Pro Tempore of the Senate.
4. Once review of the reimbursement request has been completed by the Chair of the committee and the Speaker of the House of Representatives or the President Pro Tempore of the Senate, the Chair of the committee shall forward the recommendation to the Legislative Council where it shall be reported at the next regularly scheduled meeting.