



**STATE OF DELAWARE**  
**LEGISLATIVE COUNCIL**  
**Meeting Minutes**  
**Wednesday April 25, 2018**

**Members Present:** Representative Peter C. Schwartzkopf, Chair; Senator David B. McBride, Vice Chair; Representatives Valerie Longhurst, John Viola, Deborah Hudson; Senators, Margaret Rose Henry, Nicole Poore, F. Gary Simpson, and Gregory F. Lavelle.

**Members Absent:** Representative Daniel Short

**In attendance:** Lori Christiansen, Director, Division of Research/Legislative Council; Mark Cutrona, Deputy Director, Division of Research/Legislative Council; Colinda Marker and Holly Vaughn Wagner, Division of Research/Legislative Council; Michael Morton, Controller General; Jackie Griffith, Office of the Controller General; Janet Roberson, Director of Legislative Information Systems (LIS); Debra Allen, Senate Majority Chief of Staff; Reed Scott, Senate Majority staff ; Richard Puffer, Chief Clerk of the House; Sean Finnigan, House Majority Chief of Staff; Lauren Vella, Legislative Director, House Majority Caucus; Chris Cohan, Chief of Policy and Communications and Jason Clarke, Chief of Operating Officer, DTI; Sgt. Darold Weber and Lt. Britt Davis, Capitol Police; Michael Svaby, Director, Division of Facilities Management; Daniel Wolcott and James Sharp, Code Revisors

**AGENDA**

1. Welcome – Rep. Schwartzkopf, Chair
2. Approval of March 14, 2018 Meeting Minutes
3. Director, Legislative Council - Report
4. Controller General - Report
5. Old Business
  - a. Legislative Branch IT Update – Steve Laskowski, Director of Customer Engagement and Chris Cohan, Chief of Policy & Communications
6. New Business
  - a. Code Revisors’ Contract - Jamie Sharp and Daniel Wolcott, Code Revisors
  - b. Continuity of Government Constitutional Amendment -Mark Cutrona, Deputy Director, Division of Research
7. Next Meeting – Wednesday June 13, 2018
8. Public Comments
9. Adjournment

Legislative Council Meeting  
April 25, 2018

### 1. Welcome

Rep. Schwartzkopf called the meeting of Legislative Council to order at 12:07 p.m. in the Joint Finance Hearing Room.

### 2. Approval of March 14, 2018 Meeting Minutes

**A motion was made by Sen. McBride and seconded by Rep. Hudson to approve the minutes from the March 14, 2018 meeting. Motion carried.** Vote: 8 yes. Representatives Schwartzkopf, Longhurst, Viola, and Hudson; Senators McBride, Henry, Simpson and Lavelle.

Absent: Sen. Poore and Rep. Short

### 3. Director of Research Report

Lori Christiansen informed Legislative Council that Mark Quiner, the director of NCSL's National Center for Ethics in Government presented a workshop on "Evaluating Our Ethics". Twenty one members of the legislative staff were in attendance for the Tuesday presentation and Wednesday's presentation was attended by 29 staff members and 4 legislators.

Ms. Christiansen reported the COOP planning group conducted a Crisis Emergency Notification test on Tuesday April 17th. Despite numerous building wide e-mails the response rate was only 57%. There will be another test conducted again some time before the end of session. An MOU has been signed with the State Fire School that would allow the legislature to move into the Fire School if Leg Hall was uninhabitable. Ms. Christiansen, along with the Chief Clerk of the House, the Secretary of the Senate, the Controller General, and the Director of LIS visited the Fire School twice to review the logistics and determine the relocation for the chambers and staff space.

In addition, Ms. Christiansen made the members of Legislative Council aware of an incident that took place at the Maryland state capitol which involved the projection of a political statement on to the capitol building. She explained that while it is a first amendment issue it may be something Legislative Council may want to address in the future. She also informed the members that Capitol Police has concerns with people wanting to enter the building with firearms. There is a policy in place, but there may be a need for legislation. The Division of Research is investigating the federal statutes and legislation in other states.

**4. Controller General's Report** – Michael Morton, Controller General gave the Bond and Joint Finance Committee mark-up dates to the members of Legislative Council. He stated he is committed to completing the budget by May 31. The budget will not be printed but will be ready unless there is a problem with the June DEFAC projection or an issue should arise that would have effects on the budget.

## 5. Old Business

a. Legislative Branch IT Update - Chris Cohan, Chief of Policy and Communications, DTI, presented the latest update on the Information Technology Centralization project currently occurring at the Delaware General Assembly. Systems Administration is targeting the post session season for major moving of equipment and infrastructure updates. Knowledge transfer is still underway on the DELIS, GIA, and DESC application. As far as staffing resource requirements, 1 DBA position has been hired, and 3 others, SA, EDL, Application Support, are still in process. The IT Governance Board is established and has prioritized 14 projects, which are underway as far as initial assessments. Meetings are being held monthly.

## 6. New Business

a. Code Revisors' Contract - Jamie Sharp and Daniel Wolcott, Code Revisors made a presentation to Legislative Council regarding the extension of the Lexis contract. They wanted to inform the members of the excellent working relationship and the quality work of Carolyn Meier of Lexis as a basis for continuing the contract with Lexis. There was a brief discussion and the consensus was to support their request. **No further action was taken.**

b. Continuity of Government Constitutional Amendment -Mark Cutrona, Deputy Director, Division of Research made a presentation regarding the constitutional amendments needed to support the continuity of government initiatives. The main issue was amending the language regarding succession. The members of Council were supportive and Mr. Cutrona was instructed to finalize the draft of the legislation and name the members of Legislative Council as sponsors. **No further action was taken.**

c. House Minority Caucus Safety Concerns – Rep. Hudson asked that Lori Christiansen or Capitol Police meet with the House Minority Caucus staff to discuss their safety concerns. Ms. Christiansen, Sgt. Weber, and Lt. Davis agreed to meet with the staff to discuss their concerns. **No further action was taken.**

7. **Next Meeting** – June 13, 2018

8. **Public Comment** – None

9. **Adjournment** – Rep. Schwartzkopf adjourned the meeting at 12:48 p.m.

Respectfully submitted,  
Lori Christiansen  
Director  
Division of Research/Legislative Council

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