

TASK FORCE TO STUDY CONVERTING LEGISLATIVE DOCUMENTS FROM PAPER TO ELECTRONIC FORM

MEETING SUMMARY

SEPTEMBER 28, 2010

Members Present: Senator Joseph Crisco, Jr., Chair; Beverley Henry, Chair
Paul Alderucci, Brooks Campion, Anne Brennan Carroll, Anne Foley, Tim
Kehoe, Andrea Keilty, Art Mongillo, Colleen Murphy, Paul Pimentel,
Barbara Sladek and Kendall Wiggin

Members Absent: John Barry, Bree Berner, Paula Pearlman, Alfonso Robinson,
and Millie Torres-Ferguson

Others Present: Sandra Forte', John Harnick, Susan Keane, Mary Kula and
D'Ann Mazzocca

Senator Crisco called the meeting to order at 3:05 P.M.

Senator Crisco and Beverley Henry (Public Health Committee Administrator), the
chairs of the Task Force, introduced themselves followed by the introduction of
the members.

The charge to the Task Force was distributed and Beverley Henry informed the
members that the deadline to submit the report was December 1, 2010.

Brooks Campion, President, Connecticut Association of Lobbyists, expressed
concerns regarding roll out, transparency, and consumer and public
understanding of the process. Members also expressed their concern regarding
the elimination of transcripts for public hearings and how this would be rolled out
since the process is foreign to the public.

Beverley Henry stated that there was a reduction of \$625,000 in the Office of
Legislative Management's fiscal year 2011 budget for printing costs. The list of
eliminated publications included loose bills, bill booklets, daily list of bills,
engrossed bills and public hearing transcripts. Senate and House Sessions
would continue to be transcribed.

Senator Crisco announced the proposed meeting schedule for the task force:

October 26 @ 3:00 P.M. – Task Force meeting

November 18 @ 2:00 P.M. – Public Hearing followed by a task force meeting

December 14 @ 2:00 P.M. – Public Hearing followed by a task force meeting if necessary.

Discussion of goals and concerns:

- There was a request for OLM to provide a list of bill boxes leased, cost, number of each document requested daily, and a list of and number of copies for additional recipients (agencies, private organizations and LOB offices)
- Potential for increased cost sharing with outside communities and agencies
- Concern with public access to printed documents
- Concern with public access to computers and knowledge of process
- Prioritize the need for printed documents
- Concern with access and timeliness (amendments and substitute language)
- A request was made for Legislative Management to provide the task force with a list of printed documents and the cost
- Members will access the documents to recommend reduction
- A plan to train committee staff to assist the public in getting information
- Concerns whether ITS infrastructure can accommodate the increased demands

Paul Alderucci of ITS stated that there is ongoing discussion to make the MP3 audio files of each public hearing available on the committee websites.

Kendall Wiggin, State Librarian, asked that we use caution when deciding to eliminate records that will affect legislative intent. He talked about the preservation of MP3 audio files and asked that we explore access, preservation and authentication, and a process to migrate them forward.

Anne Carroll of LCO asked Kendall Wiggin if the State Library had rules regarding the preservation of electronic documents. Kendall Wiggin answered no and added he hoped the task force will address this issue and look at definition, standard, and process for the authentication of documents.

D'Ann Mazzocca, Executive Director of Legislative Management, explained that \$215, 000 for public hearing transcripts was eliminated from the budget in the deficit mitigation bill, and \$411,000 was eliminated for printing bills. She agreed to have OLM provide the task force members with a statement of the amount of funds left in the budget for printing.

Senator Crisco asked Kendall Wiggin to prepare an outline of his concerns for the next meeting.

The meeting was adjourned at 3:50 P.M.