



STATE OF CALIFORNIA
CALIFORNIA SENIOR LEGISLATURE

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Joint Rules Committee Meeting Minutes

State Independent Living Council Conference Room, 1st Floor

1600 "K" Street, Sacramento, CA 95814

November 9 - 10, 2004

I. Call to Order, Invocation and Pledge of Allegiance

The California Senior Legislature (CSL) Joint Rules Committee (JRC) was called to order by Senior Senator Joe Murphy on November 9, 2004 at 9:00 a.m., SILC Conference Room, 1600 "K" Street, Sacramento, CA. The Invocation was given by Senior Assembly Member Helen Karr and Senior Senator Mary Dennison led the Pledge of Allegiance.

II. Roll Call

Present: Senior Senators Joe Cox, Mary Dennison, Erwin Fromm, Jim Levy and Joe Murphy. Senior Assembly Members June Glasmeier, Zelda Hutcherson, and Helen Karr. Alternates in attendance: Senior Assembly Member Austin Lucero. A quorum was established.

Excused: Senior Senator Jerry Smith and Senior Assembly Members Sally Wieck and Ed Woods.

Staff: June Hamilton

Guests: Karen Morris Cole, Bill Hollabaugh and Senior Assembly Member Lola Young.

III. Introductions

None

IV. Approve Agenda

The Agenda was approved with the following modifications.

- 1) VII (7) was moved to VII (1) a
- 2) Add VII (2) a Contribution Processing, VII (8) Session Evaluations, VII (9) Aging Reports and VII (10) Session Evaluations. M/S/P

V. Approve Minutes of October 18, 20, and 21 2004

The Minutes of the October 18, 20 and 21, 2004 JRC meetings were approved as presented.

Funded by the California Fund for Senior Citizens/Sponsored by the California Commission on Aging

VI. Public Comment

None

VII. Chair Senior Senator Murphy's Report

- 1) Committee Chairs and Assignments:
Public Relations—Senior Senator Jim Levy explained the Arts & Humanities is an Ad hoc sub-committee. A motion was made that Senior Assembly Member Lola Young be the official representative to the California Senior Coalition. M/S/P
Liaison Assignments:
Senior Assembly Member Lola Young—Congress of California Seniors, Grey Panthers and California Senior Coalition.
Senior Senator Joe Murphy—Little Hoover Commission and AARP.
Senior Assembly Members Frances Greenwood and Judith Stout—Older Women's League (OWL).
By Laws—Chair Assembly Member Zelda Hutcherson will recruit additional committee members, with Assembly Member Helen Karr acting as a consultant,
- 2) The Transition Team:
This consists of Senior Assembly Member Martin Tucker, Chair, Senior Senator Erwin Fromm, Vice Chair, Senior Senators, Mary Dennison, Lynwood Long and Joe Murphy and Senior Assembly Members Helen Karr and Ed Woods. A motion was made to appoint Senior Senator Connie Eaton as a member of the Transition Team to replace Senior Assembly Member Arnold Roth. M/S/P
A motion was made to review the transition plan draft and make any necessary modifications to develop a plan to move forward. M/S/P
The Chair is to present a full activity report to the JRC.
- 3) Contribution Processing:
Erwin Fromm explained the processing of contributions. When a contribution is mailed, it goes to the P.O. Box on the envelope. A bookkeeper checks the P.O. Box every two weeks and the cost for this process is \$360/quarter. There is an 8 percent charge on all money sent to the Foundation under CSL's name.
- 4) Year-end Reports:
Each Committee Chair is to incorporate the year-end report and outstanding items into a binder to be handed to the JRC Chair.
- 5) Alternates must be named for Senior Assembly Members Helen Karr and Sally Wieck. Chair Joe Murphy reported the By-Laws state there must be 12 members of the JRC. Ed Woods is elected to the JRC from the Health Committee and is an automatic member as Past Chair. Any member of the JRC only has one vote; therefore, there are only 11 voting members of the JRC. Chair Joe Murphy acted on the approved Standing Rule of appointing a Past Chair Emeritus any time the position of Past Chair is unfilled, and named Martin Tucker to fill the position. Zelda Hutcherson made a

motion to rescind the Standing Rule, which had been approved by the JRC on October 5, 2004.

Jim Levy seconded the motion, which carried. Zelda Hutcherson made a motion to rescind the appointment of Martin Tucker as Past Chair Emeritus. The motion carried after a second by Mary Dennison. The above action leaves only 11 voting members of the JRC.

- 6) The By-Laws state there must be six and no more than nine JRC meetings per year. Tuesday and Wednesday of the second week of each month was reserved for the JRC meetings and the dates are as follows: February 8-9, March 8-9, April 12-13, May 10-11, June 14-15, July 12-13, August 9-10, September 13-14, October 4-5, and October 17-20 for the Annual Session. An exception was made for January, which will be held January 12-13, 2005.

There were 80 Session Evaluations, which will be reviewed in the Session Planning Committee.

- 7) Aging Reports:

Chair Joe Murphy stated two Aging Reports were received from Allison Ruff. It is recommended that when the third report is received, it be incorporated into the next Orientation Session. CSL will actively sponsor Senator Berg's Bill with a letter of support.

- 8) Session Videos are available and the order form will be mailed to all CSL members.

VIII. CCOA Executive Director's Report, Sandra Fitzpatrick

Ms. Fitzpatrick congratulated the JRC on the successful Annual Session as well as the new and continuing committee members. Franchise Tax Board information was distributed. A new financial report format is being finalized with the California Department of Aging (CDA). CSL expenditures are in line. The CCoA will continue to work with the CSL Transition Team and develop a transition timeline.

A Statewide Forum to report on the completed activities for the Long Range Strategic Plan on Aging is planned for February and the CCoA will host a White House Conference on Aging Solutions Session in March, with the hope of CSL's representation. In addition, CCoA will partner with the CDA to host one public hearing on the State Plan on Aging in April.

CCoA is awaiting the recommendations from the California Performance Review Commission and the Governor's eventual Reorganization Proposal.

IX. Transition Team

Chair Martin Tucker distributed a Memo from Sandra Fitzpatrick regarding preliminary issues to be decided by CSL relating to the transition. Item No. 1 raised the question of whether or not CSL had rejected the idea of becoming a non-profit organization. Jim Levy made a motion that CSL remain as a state-mandated agency. Erwin Fromm seconded the motion, which carried. A motion was made to change the wording "Executive Director" in

the memo to read "Necessary Staff." The motion carried. Jim Levy made a motion that Items 2, 3 and 4 of the Memo, which referred to the hiring of necessary staff, be given to the Transition Team. The motion carried after a second by Mary Dennison. The top priorities are housing, agencies that would provide services for CSL and necessary staff.

X and XI. Committee Meetings and Reports

A. Session Planning:

The Session Evaluation forms were distributed among the members of the Committee for review and summarization. At the recommendation of the Committee, a motion was made that a dinner ticket be given to each CSL member at the time of registration so a better head count can be maintained of the banquet attendees. The motion carried. M/S/P

B. Public Relations:

Mary Dennison and Helen Karr will contact the 12 organizations on the check-off list to determine how they handle electronic income tax filings. The Committee recommends a letter be sent to income tax preparers, the California Tax Education Council and the California State Enrolled Agents organizations. A motion was made to shrink the Check-off poster to an 8-1/2 x 11" poster and be mailed to the CSL members along with the CSL brochure. The motion carried. M/S/P

The photo CSL Roster will be continued under Pasqual Bettio's direction.

C. Finance and Insurance:

At the recommendation of the Committee, a motion was made that the contracts for Karen Morris Cole and Bill Hollabaugh be negotiated as soon as possible for the 2005 Annual Session. The motion carried. M/S/P

A budget format will be presented at the January JRC meeting, and the Committee recommends that all Legislature Committee expenditures be tracked this year.

D. Policy and Procedures:

Updated Section III of the Resource Manual has been given to all CSL members. The Table of Contents was reviewed and at the recommendation of the Committee, a motion was made that Page 31, Section IV be updated. The motion carried. M/S/P JRC members will provide a list of pages by dates in the Resource Manual at the next JRC meeting.

E. By-Laws:

None

XII. Session Debriefing

The Session Debriefing showed improvement is needed in the following areas:

Improve the task list

Better explanation of floor jockeys and propriety proposal voting

Provide microphone for audience

Dispense with cell phone in Chambers

Travel Expense Claim assistance should be held in separate room from Staff Room

Two laptops are needed in Staff Room

Volunteer Assignments should be in large capital letters

Session should be documented photographically (PR to assume responsibility)

The JRC meeting recessed to 9:00 a.m., Wednesday, November 10, 2004.

Wednesday, November 10, 2004

JRC Meeting reconvened at 9:00 a.m.

1600 K Street, Older Americans Room, 4th Floor

Sacramento, California 95814

XIII. Roll Call

Present: Senior Senators Joe Cox, Mary Dennison, Irwin Fromm, Joe Murphy and Jerry Smith. Senior Assembly Members June Glasmeier, Zelda Hutcherson, and Helen Karr.
Alternates in Attendance: Austin Lucero

Excused: Senior Senator Jim Levy and Senior Assembly Members Sally Wieck and Ed Woods.

Staff: June Hamilton

Guests: Garry Passmore, Senior Senator Ann Mack and Senior Assembly Members Jane Godager and Rick Rickles

XIV. Legislative Committee Report, Senior Senator Jerry Smith

The Proposal Books will be delivered to the Legislators in November and hand carried January 12, 2005, when the Legislative Committee and the JRC join to walk the halls of the Capitol seeking authors for the CSL proposals. Senior Senator Jerry Smith recommended that consideration be given to election of the Legislative Committee members as the JRC members are elected. He also recommended considering all unanimous proposals as priorities. A telephone tree will be compiled by Ann Mack and Ric Rickles and e-mail will be used whenever possible.

XV. New Business

The dress code in the Senate and Assembly during Session was reviewed.

XVI. Old Business

Forms for ordering Session videos will be mailed to all CSL members

XVII. Correspondence

Letter of concern—Donna Gale
Letter of thanks—Little Hoover Commission
Letter of apology—Senior Assemblyman James Polk
Letter of thanks—Hyatt Hotel

XVIII. Announcements

None

XIX. Set Next Meeting Date

The next JRC Meeting will be held at the Capitol on January 12, 2004.

XX. Public Comment

None

XXI. Adjournment

The November 9-10, 2004 JRC adjourned at 10:45 a.m., November 10, 2004.

XXII. Executive Committee Meeting (if needed)

An Executive Committee meeting was not called.

Submitted by June Glasmeier, Chair, Communications Committee