

Board of the Legislative Information System (LIS)

Regular Meeting | Capitol Building, Room 409

Wednesday December 8th 2021

Call to Order:

Scott Kaiser called the meeting to order at 11:00A.M. With all members present, a quorum was established.

Board Members Present:

Tim Anderson, Secretary of the Senate
Scott Kaiser, Assistant Secretary of the Senate (Chair)
John Hollman, Clerk of the House
Brad Bolin, Assistant Clerk of the House

Board Members Absent:

Others Present:

Mark Wenda, Executive Director, LIS
Dan Winchester, LIS

Minutes:

The minutes of the August 10th 2021 meeting were approved as follows:

(minutes from Aug 10th)

LIS implemented secondary wireless network for members due to overloaded public network on session days; upgrades have been made to chamber voting systems; LIS is working with the Speaker's Office to implement employee time-keeping system; LIS is currently participating in IT and compliance audits; LIS is participating in OAC planning meetings for the Capitol North Wing renovation; LIS is developing a proof of concept for potential future replacement of current bill drafting application; LIS is reviewing speech-to-text applications for potential use in debate transcript preparation; LIS is cross-training staff on property control application; LIS will be migrating to Office 2019; new main switches have been ordered pending delivery date and ability to use current-year funds; replacement chamber laptops for House and Senate have been ordered; Fifteen audio/video encoders will be replaced; LIS will upgrade internet connection from 1 Gig to 10 Gig; LIS has proposed changes in remote committee application administration that would reduce the number staff from LIS who are needed in order to minimize diversions from regular LIS assignments; equipment will be installed for better functionality of remote meeting applications in House & Senate chambers; LIS is working with Comptroller on changes relating to new payroll system that is under development; at least three senior

members of LIS staff will retire this year; Director Wenda is developing long-term staffing plans in anticipation of staff retirements anticipated in next few years.

Executive Director's Report and Board Discussion:

- TES has been implemented in the Speaker's Office. JCAR is next.
 - An FTR product for speech to text application in debate transcript is being tested. LIS is assessing if this will be a time saver or time burden. Individual users may have different preferences.
 - LIS is evaluating new drafting system software. The old system is working but support is minimal and may not be there in the future.
 - The zoom projects are completed for Senate and House Chambers
 - The House video board has been completed.
 - LIS is up to date with the North wing remodel and are working to ensure that the Audio and Video go through the network during and after the remodel.
 - Video capabilities for Committee rooms are being tested. A mock up is ready to show the Board.
 - Request was made by LIS for Thompson to handle all Audio and Video for the Senate and House Chambers – along with all other North Wing needs during the construction.
 - All laptops have been pushed out for House and Senate.
 - Contract to upgrade band width has been signed.
 - All phones are now in “cloud” environment.
 - Overage charges were extremely high and out of budget for Zoom meetings. Another provider was added in addition to AT&T. Modifications were made to help decrease this overage.
 - LIS was unable to purchase new Core Network Switches. The old ones are still under warranty and working.
 - Audit has been concluded. 2 findings were reviewed.
 - ISL's to start after Dec 15th
 - LIS Staffing- Board members are interviewing candidates for a new LIS director - Two support people went to programming, two staff are being cross trained in property control , and six new employees have started and are being trained (by one person). Three more LIS staff will retire at the end of the year.
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Adjournment:

The meeting adjourned at 11:50 A.M.