

IRC ANNOUNCES LEGISLATIVE PROCESS CONSULTING SERVICES

With the ongoing development of legislative process technology, pending retirements of legacy staff creating knowledge vacuums, and need for improved efficiencies, accurate legislative process documentation is more critical than ever. Understanding current legislative process practices and workflows can enable the Legislature and respective Chambers to realize opportunities for standardization and identify best practices. In contrast, if not done correctly, the legislative environment will end up with an incomplete understanding of workflow processes and procedures, lost institutional knowledge, and difficulty implementing new strategies for technological growth.

As State Legislatures and Chambers look to the future of their legislative process and resources, the need for accurate documentation and improved efficiencies along with opportunities for technological improvement is completely understood by the team of seasoned legislative process experts employed by International Roll-Call® Corporation. The IRC legislative process management study team is dedicated and empowered to serve

Legislatures by documenting current workflows and identifying strategic, efficient, and effective solutions for the future.

IRC's team of legislative experts consists of Bill Schaeffer (former Ohio House Clerk), Jeff Finch (former Virginia House Deputy Clerk – Legislative Operations), Scott Maddrea (former Virginia House Deputy Clerk – Committee Operations), Mary Gibson (former Massachusetts House Clerk's Assistant and Legislative Aide) with direct experience from the legislatures of Ohio, Virginia, and Massachusetts (see <https://www.roll-call.com/about/our-team/> for more information). The team possesses decades of first-hand, real-world experience. In addition, the IRC team is a talented group bringing to the project insight into other legislative management or voting systems based on their experience in the states of Alabama, Georgia, Maine, Massachusetts, Mississippi, Nebraska, New Hampshire, Ohio, Vermont, Virginia, and West Virginia. With a knowledge base and skill set directly relevant to the demands of a legislative process study, the IRC project team is proficient in the knowledge of state legislatures, legislative processes and terminology, and the political environment that must be recognized and accounted for in the development and implementation of legislative technology driven solutions.

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IRC's Scott Maddrea reviewing Chamber Automation procedures during a recent Legislative Process Study

A Letter from the President

Dear Friends,

Welcome to 2024, the 88th anniversary year for International Roll-Call® Corporation (IRC). As always, IRC is ready to kick-off the New Year with invigoration and energy. I trust you and your family enjoyed the recent holidays, and I take this opportunity to send New Year greetings and positive wishes for the days ahead.

As you know, IRC came into existence on March 11, 1936. However the founder of IRC, Marshall F. Thompson, goes back to 1922 when his company was referred to as The Thompson Voting Machine Company. Then, from 1926 until 1936, the company was called the American Signal Corporation. Taking this into consideration, you could consider IRC to be over 100 years old. What is really fascinating is that Marshall F. Thompson's dream was the result of a patent granted to a young Thomas A. Edison for the Electrographic Vote Recorder. It was just a simple Yes or No electronic vote recording device.

Since those early years, IRC has developed a rich tradition of unwavering service and support to our customers. As the IRC family grows, please know that these traditional values are passed on to each new employee in order to maintain the same commitment to customer service quality that has rung true in our mission over the years.

In addition, IRC has maintained a core value of responsibility for our products and services. IRC has been committed and dedicated to provide open channels of communication related to the development and implementation of all systems and associated components that will meet your needs and expectations. IRC is continually working to improve our line of products and offer new digital, state-of-the art legislative technology to you and the members and institutions you serve. During the past year, IRC completed the first session usage (actually an organizational, Special, and Regular Session) of our 3rd Reading legislative management system in the state of Alabama. From that success, IRC has moved forward with the development of our 3rd Reading legislative management system in the state Mississippi and the state of West Virginia (IRC is currently conducting a legislative process study during the 2024 West Virginia Regular Session). In a related project, IRC recently completed a comprehensive legislative process study for the Maine Legislature.

Additionally, we installed displays and voting consoles in chambers from east to west; from the United States House of Representatives to the California Assembly.

IRC is grounded in a solid tradition of legislative service. We look to the future, determined to honor that tradition. I would like to thank you all for your loyalty and dedication. The year ahead will bring us new challenges and opportunities, but as always, IRC is committed to be your partner in serving your respective legislative institution, members, and staff, while prioritizing your needs and our service to them.

Good luck with Session and all that is before you.

With sincere appreciation,

A handwritten signature in black ink that reads "Bill".

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In conducting a Legislative Process Study, IRC utilizes a combination of onsite and remote meetings to accurately document all legislative process functions, requirements, and workflows, providing a "roadmap" for the Legislature to understand where opportunities for efficiencies, innovation, and elimination of duplicate data entry can be implemented to improve the current legislative procedures and processes and the technologies to support them.

An IRC legislative process study encompasses the entirety of the legislative process from an initial request or creation of each type of legislative document through final disposition, codification, and Journal publication, and all steps in between.



Jeff Finch (IRC) discusses the finer points of the process with Clerk of the Senate, Lee Cassis (West Virginia).

An IRC process study includes the legislative process system functions currently utilized and supported including:

- Review of current constitutional requirements, rules, joint rules, and other documents that guide the legislative process.
- Document the required workflow and processes by which the legislature accomplishes its work including:
 - ◇ Legislative documents from drafting to release;
 - ◇ Committee processes including agendas, notices, reports, amendments, and voting;
 - ◇ Creating daily floor calendars, journals and indexes, messages and communications;
 - ◇ Input procedures for bill status; and
 - ◇ Post-session processes.

IRC recognizes the importance of understanding the nuances, unique methods, and required flexibility that is integral to ensure success within each respective legislative environment.

IRC is keenly aware of the value their Stakeholders or Subject Matter Experts (SMEs) input bring to a study. The SMEs bring to the table an excellent foundation institutional knowledge that must be listened to throughout the course of the study. These legislative staff have the institutional knowledge to explain how the process works, how the pieces of the puzzles fit together, and what curveballs might be thrown at any point in the multifaceted legislative process. ALL of these individuals and their respective roles must be understood, and yes it greatly helps that IRC has staff who speak the language of the legislative process.

IRC espouses that "You Have to Understand the Process to Develop a Solution," and that cannot be overstated. That is why IRC is proud to have staff with years of legislative experience working in the trenches with the SMEs having worked directly with introducing and processing legislation, clerking committees, creating Calendars and Messages, compiling and proofing Journals, and drafting engrossed and enrolled legislation. All IRC team members understand the political realities and demands of working in a legislative environment and the flexibility and foresight required to respond to the requests of leadership.

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No matter the process step or the terminology used, IRC has the experience to "talk the talk" and "walk the walk."

How IRC's Legislative Process Study Documentation Can Help Your Legislature?

IRC's team of legislative experts has extensive experience the legislative process and documenting related processes. IRC will work with you to understand and document your Legislature's unique needs and specific requirements. As part of the Legislative Process Study, IRC will:

- Work with you to prepare for the project, develop a detailed plan of action, and orient all stakeholders on the project;
- Work with you to document the current legislative workflow processes by conducting interviews, shadowing during Session, and other research techniques;
- Identify opportunities to standardize procedures and document content;
- Reduce duplicative data entry; and
- Provide a detailed report including observations and recommendations for improvement.

What is the Time Commitment for a Legislative Process Study?

The time commitment of an IRC Legislative Process Study varies depending on the size and complexity of the project. Generally speaking, a project may take 4-8 weeks or 4-8 months, depending on the scope coupled with the availability of the subject matter experts involved in the project.

How Much does it Cost to Conduct a Legislative Process Study?

As with time commitment, the cost of an IRC Legislative Process Study varies depending on the size and complexity of the project. Contact IRC for an initial conversation and quote for your specific project. 🌐



IRC's Jeff Finch with Steve Harrison (Clerk of the West Virginia House) during a recent process study.

IRC WELCOMES NEW STAFF

International Roll-Call® (IRC) is very pleased to announce that IRC has welcomed two new full-time staff members to our team of Voting and Legislative Management professionals. **ANTHONY ZIVCSAK** joins us as a Voting Specialist and **CHRISTOPHER ADAMS** joins us as a Senior Software Engineer.

Additionally, **ELLIE REID** as Software Engineer and **JOE FREEMAN** as Software Developer have joined the team along with **NOAH KOMBACHER** as Field Technician. Each new team member brings their own unique experience and skillset to the team and we are proud to have them on board. Join us in welcoming them! 🌐

WHAT'S COOKING AT IRC?

CORN PUDDING

(From Scott Maddrea)



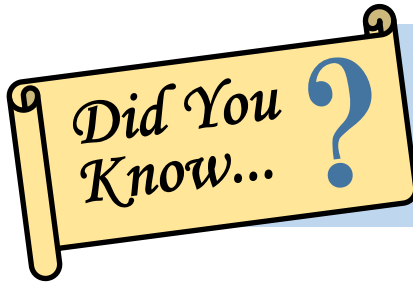
INGREDIENTS:

- 4 slightly beaten eggs
- 1 can creamed corn
- 2 tablespoons flour
- ½ cup sugar
- 1 teaspoon salt
- 1 teaspoon vanilla
- ½ stick margarine (or butter)
- 1 ½ cups milk

INSTRUCTIONS:

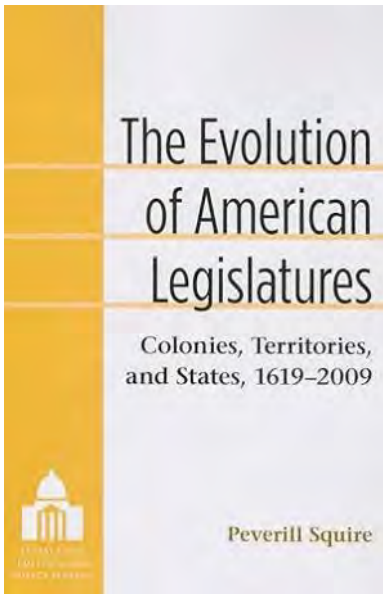
1. Melt margarine or butter and pour into a 9x13 casserole dish to coat the bottom evenly.
2. Whisk all other ingredients together by hand.
3. Pour into the casserole dish over melted butter.
4. Bake at 375 degrees for 40-45 minutes or until set up and edges are golden brown.
5. Let cool and enjoy!





Legislatures Have Interesting Histories

by Scott Maddrea, Legislative Process Consultant



For those of us that live and breathe learning about our legislative institutions and the development of legislative processes throughout the United States, *The Evolution of American Legislatures* presents a thorough review of state legislative institutions. The book chronicles the institutional development of American legislatures beginning with the 1619 Virginia colonial assembly in Jamestown examines state legislatures membership, leadership, rules, committee systems, salary structures, frequency of sessions, and staffing.

Peverill Squire documents the ways in which colonial assemblies followed the precedents of British institutions and how they evolved as they came into their own, developed their unique procedural aspects and traditions, and the eventually professionalization of state legislatures.

There are many interesting tidbits found in Squire's work including the following:

- The General Assembly of the Indian Stream Republic was established in 1832 on a tiny land mass in the northern most corner of New Hampshire and British Canada. The area was claimed by both the United States and Great Britain but, due to its extreme small geography footprint, neither country was interested in assisting with the Republic's administration or formation of a government, so the Republic formed their own General Assembly. The lower house consisted of every man over the age of 21 and an upper chamber comprised of a five-man Council. Within the total population, of the 52 men eligible to serve, 44 agreed to do so. The Indian Stream Republic lasted for three years until absorbed by New Hampshire in 1835.
- Four women served as "Nobles" in the Legislative Council in Hawaii in 1841 - nearly 80 years before passage of the 19th amendment in 1920. 🌐





Joe Earhardt and Dan Sanderson Software Engineers

In the Spotlight

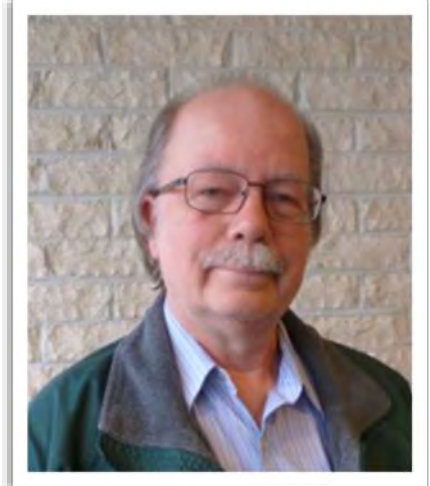
International Roll-Call® Corporation (IRC) is proud to have legacy Senior Software Engineers (Software Developers) as part of the overall team that serves and supports 70 State Legislative Chambers. Two of those individuals are Joe Earhardt and Dan Sanderson. IRC would like to shine the spotlight on each of them in this issue of the Tally Sheet because, as the saying goes, you have to know where you've been to know where you're going!

Joseph "Joe" Earhardt

Joe Earhardt is a Virginia native and resides in Richmond. Joe is a Virginia Polytechnic and State University, aka Virginia Tech, alum where he graduated first in his Bachelor of Science Degree in Math.

Joe's technology beginning hails from a time when Hollerith cards were a thing and COBOL was the premiere business language. With side-adventures through FORTRAN and a dozen other computer languages. Joe has been a member of the IRC professional legislative management and voting solutions team since 1987.

Over the years, Joe has occupied a number roles, having been in charge of software creation for real time data acquisition and Voting Systems as a Senior Developer and Software Engineer for the VB6 environment. He created the first computerized screen entry of paired voting for the State of Maine. He has extensive experience with large scale systems as well as the PC environment. Joe was a crucial team leader in the development of the VB6 voting system that was the mainstay of IRC's legislative systems for many years. These days, Joe assists with the migration of the VB6 systems to more current platforms and applies the perspective that his half-century of software and systems development has given him to the problems and challenges facing IRC today.



Daniel "Dan" Sanderson

As a Senior Software Engineer for IRC, Dan has been instrumental in the development, maintenance, and support of IRC's Chamber Automation Application systems. His considerable skillset includes over 30 years as a software developer.

Dan brings a wealth of know-how and insight into IRC's software development team. Having graduated from Texas A&M with a Masters in Computer Science, he is an expert developer in languages from Java and SQL to ASP, .NET, VB, and HTML/XML among many others. This comprehensive skill base has allowed him to serve many clients in his own software business for the past 12 years. Dan worked with IRC in developing the Chamber Automation System for the West Virginia House of Delegates as well as the Legislative Management System in the Maine Legislature.

Dan's life before technology including serving as a pastor. He resides in Wisconsin with his wife and enjoys playing the piano, pickleball, and spending time with his grandchildren. 🌍



IRC'S YEAR-END PROJECTS WRAP-UP

IRC had a very eventful second half of 2023 and implemented new systems and hardware in a number of Capitols and Legislative Chambers across the country.

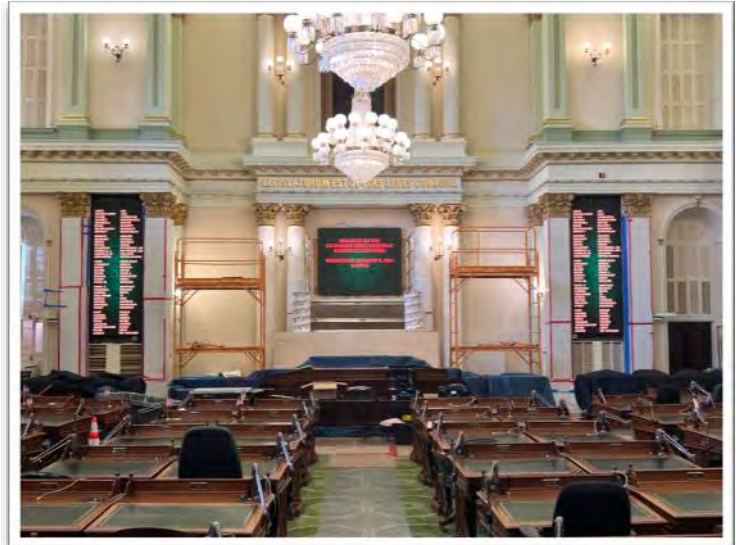
Voting Systems and Display Boards

In the **United States House of Representatives** in Washington, D.C., IRC installed new 2.9mm full-color LED displays with custom mounting system and display control with Show Control Software and were able to reuse the custom fabric coverings that camouflage the displays.

IRC completed a total audiovisual systems improvement in the first of three hearing rooms for the **New York Senate and Assembly**, including new cameras, microphones, system control, and streaming/video conferencing.

In the **New Mexico Senate and House of Representatives**, IRC installed new 1.9mm full-color LED displays and custom mounting system as well as display control using the Show Control Software.

For the **California Assembly**, IRC implemented a new 1.5mm center display and 2.5mm member names displays, with custom mounting systems, all full-color LEDs with display control and Show Control Software.



California Assembly: New LED displays being tested and customized near the end of the installation process.



Mississippi House: New Console face plates, switches, and electronics enhance the use and reliability of the Member Consoles

VSCU-1000 Updates

Displays weren't the only voting system components to see replacement and improvement this year, though. In the **Tennessee House of Representatives**, IRC installed the VSCU-1000 system control, new member console face plates and all new electronics and switches for the consoles. This included a new Speaker's console and a ADA-compliant member console. In addition, we refurbished the existing Page displays with new electronics.

Similar to Tennessee, in the **Mississippi House of Representatives**, IRC implemented the VSCU-1000 system control and new member consoles, including face plates and electronics as well as a quick-disconnect wiring scheme to make future removal of the desks from the chamber simple and easy.

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(PROJECTS WRAP-UP continued from page 8)

The same quick-disconnect was installed in the **Mississippi Senate** where we also implemented the VSCU-1000, new member console plates and electronics as well as new microphone cord reelers at each member desk.

Rounding out the sites receiving new system control and console hardware is the **Oregon Senate**, with new VSCU-1000 system control and member console electronics.

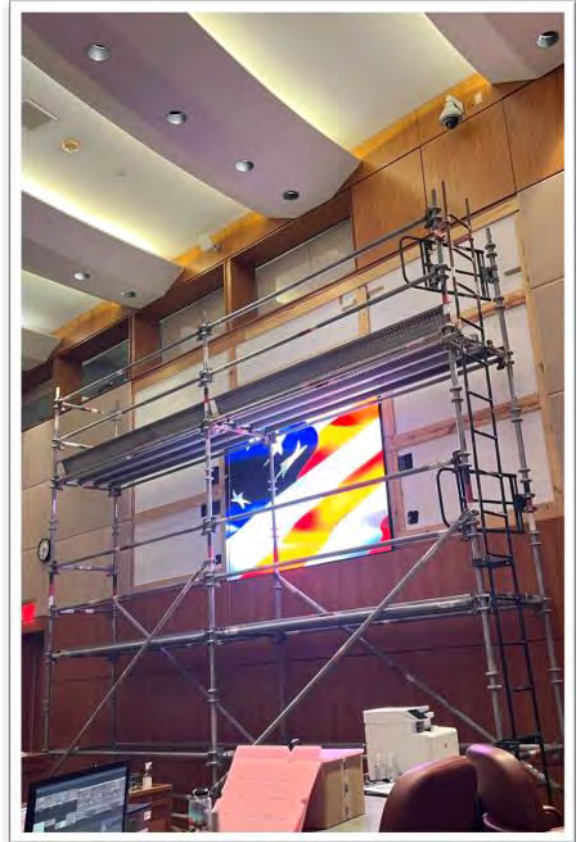
Windows Updates

In addition to all of these projects, in the Florida Senate and Georgia House of Representatives, IRC updated their legislative environments to the Windows 10 display control hardware.

3rd Reading Legislative Management System

IRC continues to work with the Alabama Legislature in refining the implementation of the new legislative management system software and adding enhancements. The Alabama 3rd Reading/LINX system was successfully used in an Organizational Session, Regular Session, and two (2) Special Sessions.

In addition, IRC developers are also working with the Mississippi Legislature on project requirements for the implementation of 3rd Reading for their future deployment.



New Mexico Senate: New LED displays pictured during the installation phase after being energized.



Tennessee House: New face plates, switches, and electronics are designed to compliment existing elements of the desk furniture and previous console insert.

Legislative Process Studies

Last but not least, IRC completed a Legislative Process Study for the Maine Legislature and has commenced a similar study for the West Virginia Legislature. Each of these Legislative Process Studies are to document their respective chamber legislative workflow and requirements, in anticipation of streamlining their unique legislative processes though the proposed implementation of the IRC 3rd Reading legislative management applications.

It was a busy but good year and IRC is always happy to help our legislative customers to improve the tools they use and depend on daily as part of the all-important work done during Session. 🌐

For more information about Legislative Process Studies offered by International Roll-Call® please contact: JEFF FINCH, DIRECTOR OF CLIENT RELATIONS & LEGISLATIVE PROCESS CONSULTANT, 804-730-9600, jfinch@roll-call.com







QUICK REFERENCE CONTACT INFO



NON-EMERGENCY SERVICE

Monday through Friday, 8:30 a.m. to 5:00 p.m. Eastern Standard Time – 804-730-9600
and request one of the staff listed

EMERGENCY SERVICE

Any time of day or night – 804-730-9600 or contact any of the staff
directly in the order listed

Key IRC personnel can be reached at the following office and mobile telephone numbers or email. These staff are accessible to you at these contact numbers and email during both regular hours and after hours (24/7). For either a voicemail message or email, please provide as much detail as possible relevant to the situation requiring the contact and please provide your contact information or alternative staff contact information so that the issue can be addressed in a prompt and timely manner.

Voting Software and Hardware Issues Call:

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