

The following excerpt, "Legislative Procedure and Facilities Committee, Recommendations to the Legislature" is from the *Eleventh Biennial Report of the Washington State Legislative Council*. The full document is available at the [Washington State Library](#).

STATE OF WASHINGTON



ELEVENTH BIENNIAL REPORT

of the

WASHINGTON STATE LEGISLATIVE COUNCIL

SUBMITTED TO THE 41ST LEGISLATURE

January 1969

LEGISLATIVE BUILDING

OLYMPIA



OFFICERS AND MEMBERS OF THE WASHINGTON STATE LEGISLATIVE COUNCIL

Officers

Don Eldridge, Chairman; William A. Gissberg, Vice Chairman; Walter B. Williams, Secretary; R. R. Bob Greive, Helmut L. Jueling and Charles Moon, Executive Committee.

Members

Senators—Joe Chytil, John L. Cooney, William A. Gissberg, R. R. Bob Greive, Wilbur G. Hallauer, James E. Keefe, Reuben A. Knoblauch, George W. Kupka, Ted G. Peterson, Joel M. Pritchard, John H. Stender, Don L. Talley, Robert W. Twigg, Walter B. Williams, Perry B. Woodall.

Representatives—Stewart Bledsoe, *R. Ted Bottiger, Thomas L. Copeland, William S. Day, Don Eldridge, Slade Gorton, Edward F. Harris, Joe D. Haussler, Dan Jolly, Helmut L. Jueling, William J. S. May, Mary Ellen McCaffree, Charles Moon, Irving Newhouse, John L. O'Brien, Hal Wolf.

Special Members—Representatives Otto Amen, Richard U. Chapin, Virginia Clocksin, Caswell J. Farr, Mary Stuart Lux, Frank Marzano, Joseph L. McGavick, Daniel N. O'Donnell, Walt Reese, Gordon W. Richardson, David G. Sprague, Alan Thompson.

Liaison Members—Frank Connor, Senate; Senator H. B. Hanna, Temporary Advisory Council for Public Higher Education; John M. Rosellini, House of Representatives.

Committees

Committee on Agriculture—Joe D. Haussler, Chairman, Stewart Bledsoe, Joe Chytil, Dan Jolly, Charles Moon, Irving Newhouse. Staff: Tim Burke.

Committee on Commerce, Industry, Trades and Professions—R. R. Bob Greive, Chairman, Thomas L. Copeland, Helmut L. Jueling, James E. Keefe, Reuben A. Knoblauch, George W. Kupka, Ted G. Peterson, Joel M. Pritchard, Don L. Talley, Hal Wolf, ***Otto Amen. Staff: James W. Guenther.

Committee on Judiciary—Perry B. Woodall, Chairman, John L. Cooney, R. R. Bob Greive, Edward F. Harris, Robert W. Twigg, R. Ted Bottiger. Staff: Tim Burke.

Committee on Labor—William J. S. May, Chairman, Edward F. Harris, Helmut Jueling, John H. Stender, Don L. Talley, Hal Wolf, ***Walt Reese. Staff: John B. Welsh, Jr.

Committee on Legislative Procedure and Facilities—Thomas L. Copeland, Chairman, William A. Gissberg, John L. O'Brien, John H. Stender. Staff: Victor B. Moon.

LEGISLATIVE PROCEDURE AND FACILITIES COMMITTEE

Recommendations to the Legislature

AUTOMATIC DATA PROCESSING

Rec. No. 1—To establish a data processing information committee with the ability to collect data for a state-wide data base, the ability to control data use, and providing for coordination of data processing and communication equipment.

Purpose—(1) Both major aspects of data processing will come under the supervision of the newly formed committee. First, the decisions concerning hardware and the acquisition of machinery, and second, the collection, supervision and dissemination of information.

(2) The act includes the most important features of the current data processing advisory committee concerning the powers to study, organize and develop automatic data processing systems and to develop standards, make contracts, and achieve coordination in the area of equipment. In addition, the new committee will have supervision over the acquisition of information and will allow a data bank composed of the information from all departments, regardless of how the directors of the departments are selected.

(3) On page 2, lines 3 to 6, "state supported governmental unit" has been defined to include any governmental body receiving any support from the State of Washington, which hopefully will make the act all-inclusive and certainly would include all of the executive departments, as well as local governments.

(4) All of Section 4 is so written that the legislative and judicial branches may use information, may contract and may gather data from the executive branch, but this is done only upon their initiative. Lines 23 and 24 of page 2 "and with respect to the executive branch of government" were added to assure that Section 4 would affect the executive users. This will allow the legislature to have its own dedicated system should it so desire.

(5) On page 3, Section 5, the legislative and judicial branches are given the power to initiate contracts with the director of the Department of General Administration for such planning, coordination and services as they may require. This will allow the legislature to either go into the central cooperative system under the Department of General Administration, which is being set up, or to buy and use its own equipment. Thus, the legislative and judicial branches will have the benefits of the planning and coordination from the Central Budget Agency without control by the executive branch.

(6) The most substantial section of the new act is included in Section 6 and 8. This allows the committee to have full authority to require the submittal of data from all of the state governmental supported units, and will allow no governmental agency to withhold its data from the central data bank. Also included are the words (page 4, line 3) "in such forms as the committee shall designate" so that the committee working through the Central Budget Agency may require information in compatible forms so that the information will be useful and comparable.

(7) Section 8 has been very carefully written to provide for the problem of confidence or privileged information. Information declared confidential or privileged by law will be so considered in this act. However, the legislature and the executive branch shall have access to statistical data without violating the confidence connected with names and addresses.

POLICY COMMITTEE

Rec. No. 2—To create a policy committee to supervise activities connected with the legislative process. An eight member committee would be created which will be in charge of legislative space, the legislative information systems, and other related activities.

Purpose—In order to achieve more continuity and to give the legislature more authority over activities directly connected with its operation, it has become increasingly apparent that a permanent committee should be created with representation from both houses to supervise those expanded interim activities apart from the work of the other permanent legislative interim committees. Especially in the last biennium, it has become necessary for the Committee on Legislative Procedure and Facilities and the Committee on Legislative Space Allocation to become involved in substantial expenditure of funds in the area of data processing and in extensive space allocation activities. The legislative policy committee which would be created by this act is composed of members of the house and senate and the committee would elect its own officers and would conduct this business of the legislature. The committee would be more active during the time when the legislature was not in session when a committee with greater policy authority is needed. The committee would not need to employ additional staff since the secretary of the senate and clerk of the house, as well as the staff of the legislative information systems, would be providing staff assistance, as is currently the practice. **Recommendation No. 2** is the result of the committee's study of months to greater coordination of legislative activities during the biennium. It will be the primary task of the eight member policy committee to supervise all activities connected with data processing and the legislative process, an area which has been rapidly expanding in scope and depth during the last biennium. The committee will have total responsibility over the monetary allocations for legislative data processing, over staff and legislative information systems and over the operations and activities of all projects connected with legislative audit processing.

AUTOMATIC DATA PROCESSING—LEGAL FRAMEWORK

Rec. No. 3—This is a recommendation which would establish the legal framework for the Washington State Legislature a use of data processing.

Purpose—The purpose of this act is to provide policy guidelines for all data processing activities connected with the legislature. The proposal establishes the relationships between the legislative information systems and those agencies of state government and committees of the legislature which would be working with the legislature on this matter. The bill provides that the Washington State legislative policy committee (which would be created by **Recommendation No. 2** of the Legislative Procedure and Facilities Committee of the Legislative Council) would have full authority over all aspects of data

processing associated with the legislature, and would supervise both the funds and operations of legislative information. Directly connected with **Recommendation No. 2** is **Recommendation No. 3**, which would set up the legal framework for the legislative information systems for the Washington state legislature. The Act provides for guidelines for policy decisions connected with the legislative information services and establishes the relationships between legislative information systems and other agencies of state government.

KEY PUNCH INSTALLATION

Rec. No. 4—This recommendation would appropriate funds for the continuance of key punch operations within the Department of Institutions which are related to the law information retrieval system.

Purpose—It is necessary to appropriate \$19,689 to the Department of Institutions so that they may continue with the key punch operation at the Walla Walla State Penitentiary. The funds will be used for the law retrieval program and will be financing the period during which the attorney general's opinions and administrative code are being processed. The funds will be placed in an institutional industries revolving fund. This appropriation will benefit both the legislative information retrieval system as well as the institutional vocational rehabilitation program. The key punch program at Walla Walla has been one of the most successful vocational rehabilitation programs in which the Department of Institutions has ever engaged and the legislature is directly benefiting, both financially and materially, from the department's program. **Recommendation No. 4** appropriates funds to the Department of Institutions to continue key punch operations during the period from January to June, 1969. Funds for the continuance of the operations after June will be included in the budget appropriations for legislative information systems.

Resolutions passed by the Committee:

Resolution No. 1—This resolution provides that the Senate rules be amended so as to provide that constitutional revision items which are adopted in the form of joint resolutions must have an affirmative vote on the floor of two-thirds of the members elected on any floor amendments or amendments which have been proposed in committee.

Purpose—The purpose of this resolution is to amend the Senate rules to limit the inclusion of objectionable amendments to constitutional revision measures which would assure defeat of the constitutional amendment on the vote for final passage. (Resolution No. 2 proposes the same change for the House).

Resolution No. 2—This resolution provides that the House rules be amended so as to provide that constitutional revision items which are adopted in the form of joint resolutions must have an affirmative vote on the floor of two-thirds of the members elected on any floor amendments or amendments which have been proposed in committee.

Purpose—The purpose of this resolution is to amend the House rules to limit the inclusion of objectionable amendments to constitutional revision measures which would assure defeat of the constitutional amendment on the vote for final passage.

REPORT

COMMITTEE MEETINGS:

January 8, 1968—Seattle

March 6, 1968—Seattle

May 23, 1968—Olympia

September 7, 1968—Yakima

September 19, 1968—Olympia

November 8, 1968—Seattle

Recommendation No. 1 is a sincere attempt to create a true partnership agreement between the executive and legislative branches of government to facilitate operation in all areas of automatic data processing in the state of Washington for the benefit of the citizens and to reduce the increasing cost which poor planning and duplication of equipment would bring. Statewide cooperation will help to achieve free exchange of information that is so vital in today's planning and budgeting.

It is becoming apparent that as more and more data processing installations come into being there is less and less communication between one installation and another. It is as if the industry has almost oversold the necessity and that the installation of ADP equipment had become a status symbol to department heads in state agencies. The charge that was made to my committee has been most gratifying in this respect. Every state that we have visited and every person that we have talked to have all applauded three basic intents of this suggested legislation which includes the following basic principles: (1) A true partnership between the executive and the legislature neither of which will completely dominate the ADP field; (2) A standardization of terms and forms to be used in reporting systems by all state agencies and political subdivisions supported in part or in total by state funds; and (3) The opportunity for one single source to maintain a catalogue of information with respect to all research and data which is currently being maintained in machine readable form.

This undoubtedly is one of the most ambitious attempts that has ever been made by any state to coordinate fully the total impact of the automatic data processing age. Several states have gone a long way in applying data processing to the legislative process, and other states have attempted to set up a central system for some data processing activities. However, the legislation which this committee proposes is the first attempt by any state to come to grips with the whole problem and to cover the broad spectrum of information retrieval. Manufacturers and technicians alike join us in this attempt and indicate that the situation is so grave that we must take immediate action. A delay of two to four years will create a costly situation and the problems which we would then face would be more complex and more difficult in their solution than what we are currently facing.

Lest there be any misunderstanding it is not the hope nor the desire of the committee to create this data base within a short period of time, but only to establish the necessary standards so that any governmental agency that later is to become involved in ADP will have one set of standards by which to build their entire program. No reference is made here nor should be interpreted that this advisory committee will suggest or dictate any type of equipment to be purchased. Our main aim and objective is that the information is compatible and in such form and terms that the information exchanged can be understandable and intelligible not only from one machine to another, but also from one individual to another.

At the present time the legislature is becoming involved in three areas. Each one of these areas is a program unto itself and each is in a very formative stage. The first area, the legislative information service, will be partially in operation during this next session of the legislature and includes such things as bill status, biographical sketch, information on budget reporting, and a host of other historical information that we may be able to assemble prior to the opening session of the legislature. The second area is legal research which will be partially complete. At this time the revised code of the State of Washington is in virtually complete machine readable form; therefore, machine search may be made throughout the RCW during the 1969 session. We hope that this session of the legislature will authorize sufficient monies to include the Administrative Code, the Attorney General's Opinions and to start on the Supreme Court decisions. All of these will be catalogued and cross-referenced so that a new research tool will be available for all state agencies in the next 24 to 36 months. It is hoped that these computerized sources will be made available for commercial consumption. The third area is a program of budgetary information designed by central budget and operated out of Palo Alto, California that will be available to the legislature as of the first day of January, 1969. This budgetary information program should prove to be a very helpful working tool to the appropriation committees of the House and Senate. All members of the legislature and the public should look upon these measures with a great deal of interest, since no piece of legislation will have such far reaching effect, giving the legislature the ability to receive necessary information that it has so long been lacking.

LOCAL GOVERNMENT COMMITTEE

Recommendations to the Legislature

VETERANS' REEMPLOYMENT RIGHTS

Rec. No. 1—To amend the statute relating to veterans' reemployment rights and placing a time limitation on reinstatement of a veteran to his former position.

Purpose—Placing a limitation on the time interval that may elapse between an employee's return from military service and reinstatement in his former position. (H.B. 65)

Mayors and mayors pro tem

Rec. No. 2—To amend the existing laws relating to mayors and mayors pro tem.

Purpose—By amending such laws there will be a more clear delineation as to how the mayor shall be replaced in the case of a vacancy within the office (H.B. 16)

CITY-COUNTY CONSOLIDATION

Rec. No. 4—A constitutional amendment authorizing city-county consolidation and establishing debt limitation.

Purpose—To establish city-counties and authorize the creation of municipal corporations within the city-county and establish debt limits for each. (H.J.R. 16)