

Wisconsin Legislative Reference Bureau
Annual Report 2006



Cover photo by Kathleen Sitter, LRB

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Wisconsin Legislative Reference Bureau
One East Main Street, Suite 200
P.O. Box 2037
Madison, WI 53703
608-266-3561

October 2006

Members of the Joint Committee on Legislative Organization:

The LRB has completed another successful year of service to the Wisconsin Legislature. At the request of members of the legislature and others, we prepared thousands of bills, amendments, and resolutions. We published numerous briefs and other documents helping to explain the legislative process and the acts of the legislature.

In August 2005, the LRB began publishing *Governing Wisconsin*, a series of educational papers that will cover the entire curriculum in civics education. We target these papers to Wisconsin high school students, as they introduce the vocabulary and the basic concepts of how government works in Wisconsin. We believe this series may also be useful to legislators as handouts when members speak to groups. Each issue of *Governing Wisconsin* is posted at <http://www.legis.state.wi.us/lrb/gw/>. This new publication underscores the Bureau's commitment to civics education. We have worked closely with the Department of Public Instruction to identify topics and focus the series for use in the classroom.

We continue to offer the LRB Seminars, our popular training program on legislative topics and processes. We have experimented with saving some sessions on DVD for later viewing.

The LRB continues to host many international visitors—members and staff of parliamentary organizations who are interested in the Wisconsin legislative process. We enjoy these visits and believe we have a duty to present information about the legislature and its procedure. These visitors also remind us how lucky we are to live and work in a representative democracy.

Sincerely,

Steve Miller

IN MEMORY OF DR. H. RUPERT THEOBALD (1930-2005)

Dr. H. Rupert Theobald served as chief of the Legislative Reference Bureau from 1964 to 1994. His 37-year career in service to the Wisconsin Legislature was characterized by unwavering dedication, professionalism, and nonpartisanship. He was recognized as a leader in the field of legislative service and his vision redefined the role of legislative staff in an era when the legislature was called upon to deal with increasingly complex issues. Rupert Theobald passed away in November 2005, and the legacy he left is embodied in the words inscribed on the plaque, which hangs in the assembly chambers, that commemorates his career: "His dedication, vision, and standards of excellence light the way for those who follow."

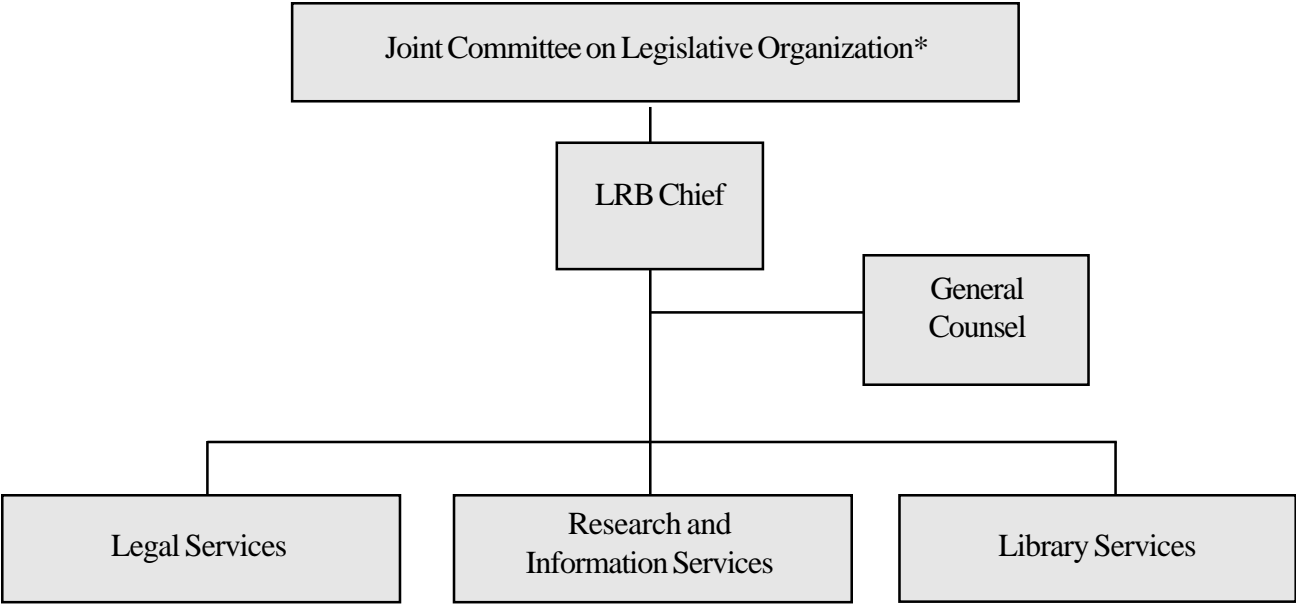


State Street; Kathleen Sitter, LRB

Mission statement

The Legislative Reference Bureau provides legal advice and legislative drafting to the Wisconsin Legislature, offers information about state government and issues before the legislature to the legislature and the public, and maintains a comprehensive library of state government documents and other materials for the legislature and the public. Legislative Reference Bureau employees take pride in the legislative institution and are committed to providing these services confidentially, proficiently, and in a nonpartisan manner.

Organization



**Members of the Joint Committee on Legislative Organization: Representative John Gard and Senator Alan Lasee, cochairpersons, Representative Michael Huebsch, Representative Jeff Fitzgerald, Representative James Kreuser, Representative Jon Richards, Senator Dale Schultz, Senator Neal Kedzie, Senator Judith Robson, and Senator Dave Hansen.*

Financial statement

Salaries	\$2,917,082
Benefits	1,222,208
Travel and training	27,996
Telecommunications	12,326
Insurance	3,546
Postage and employment advertising	3,591
New building expenses	749,818
Supplies and services, equipment, software, miscellaneous	44,410
TOTAL	\$4,980,977
PROPERTY VALUE INVENTORY TOTAL	\$829,927

This statement is unaudited.
 Source: Department of Administration

Library services

Interlibrary loan

The Theobald Legislative Library is now one of many libraries around the world that participate in interlibrary loan. In the fall of 2005, the library began directly borrowing materials from and loaning materials to other libraries rather than referring requests to the Reference and Loan Library for processing. This change provides a substantial expansion of services to legislative offices and enables library staff to deliver books, journal articles, and other materials requested by legislative staff more quickly and efficiently.

Digital archive

The LRB library cooperates with the Reference and Loan Library and the Wisconsin Historical Society Library to preserve Wisconsin government information in electronic form. The library helps catalog publications produced only in digital format, and has archived these publications electronically through the Wisconsin Digital Archive Pilot Project using the Online Computer Library Center's digital archive software. Among the electronic publications that have been cataloged and added to LRBCAT are Elections Board policy and procedure manuals and a variety of economic reports from the Department of Workforce Development.

National Library Week

In celebration of National Library Week (April 3-7), the library staff sponsored several online contests for legislative staff and held an open house on April 6. The LRB published the fifth issue of *Tap the Power: Favorite Books*, which was the product of the annual request for legislative staff to submit a review of a favorite book. Visit www.legis.state.wi.us/lrb/pubs/ttp/ttp-05-2006.html for this issue.

New Integrated Library System

The library staff and the Legislative Technology Services Bureau collaboratively conducted an extensive evaluation of new Integrated Library System (ILS) software to replace the LRB's current LRBCAT ILS software. After seeing demonstrations from multiple vendors, putting out a request for proposals, and soliciting advice from other library and IT departments, the LRB selected a new ILS vendor. The library catalog will move to the new system sometime before the end of the next fiscal year. The new system will allow library staff to add useful links to online resources and allow catalog users to create customized alerts about new library material.

Presentations

The state documents librarian, Arden Rice, gave two staff development seminars for librarians on finding Wisconsin government information online. One presentation, in December 2005, was for librarians in the Manitowoc-Calumet Library System; the other presentation was at the Wisconsin Association of Public Librarians (WAPL) Conference in May 2006. Senior Legislative Analyst Michael Keane also spoke at the WAPL conference about using the Wisconsin Legislature's Web site.

Civics education

Senate Scholar Program

In February, 26 high school students from throughout the state visited the LRB as part of the Senate Scholar Program, an intensive week-long educational program in which the students learned the role of the legislature in our democracy through immersion in the legislative process.

The program included a hands-on exercise in developing, drafting, and debating proposed legislation. Senior Legislative Attorney Gordon M. Malaise began the exercise with a presentation on bill drafting. Mr. Malaise emphasized staying focused on the problem and intended solution; examining the consequences of the proposed solution in the real world, including any unintended consequences; organizing the draft in a logical manner; and aiming for brevity, simplicity, and precision in drafting statutory language. Next, Senate Chief Clerk and former LRB Attorney Robert Marchant led the group in a brainstorming session to spot and analyze issues and to begin to develop possible legislative solutions. Senior Legislative Analyst Michael Keane, Senior Legislative Librarian Patricia Helgerson, and Legislative Librarian Arden Rice also worked with the students to demonstrate how they could use the LRB's library to research public policy issues. Finally, the group, having developed several possible solutions, broke into smaller groups and, assisted by Mr. Malaise and Mr. Marchant, drafted bills in preparation for a mock public hearing. The students' parents attended the hearing, which was the culmination of the program.

The program received rave reviews from its participants, including "by far the most real, the most informative, and the most fun academic experience I've ever had," "you learn more here in a week than you possibly can anywhere else," and "I would definitely say this is the best experience of my academic career."

Enterprise Leadership Academy

In April, the LRB hosted 30 state government supervisors and managers participating in the Enterprise Leadership Academy leadership development program. Senior Legislative Attorney Gordon M. Malaise spoke on the bill drafting process and other legal services provided by the LRB. Senior Legislative Analyst Daniel F. Ritsche spoke on the research and information services provided by the LRB. Legislative Librarian Arden Rice spoke on the LRB's library services and how the cooperation of state agencies in submitting publications to the depository program supports the library's state documents collection. The participants praised the "knowledge, professionalism, and cooperative nature of the LRB staff" and the "approachability of the speakers coupled with their expertise" and indicated that the tour of the library and learning how to access information for their agencies were especially useful.

Senator Tim Cullen Internship Program

In June, the LRB received a visit from four Janesville area high school students as part of the Senator Tim Cullen Internship Program, a six-week summer program in which students intern in the offices of legislators and visit various state agencies to learn about the work of state government. Senior Legislative Attorney Gordon M. Malaise spoke about the process of transforming ideas into legislation, emphasizing the core values that guide the LRB in its work, such as nonpartisanship, confidentiality, expertise, and pride in the institution of the legislature. Senior Legislative Analyst Daniel F. Ritsche then spoke on the research and information services provided by the LRB and gave the students a tour of the library, emphasizing that the LRB exists to serve not only the legislature and other public officials, but also the general public.

LRB multimedia

Governing Wisconsin

Governing Wisconsin, a series of two-page papers intended for high school students, received a Wisconsin Distinguished Document Award honorable mention from the Government Information Round Table of the Wisconsin Library Association. This award is given to state agency publications that, among other criteria, “contribute to an understanding of government processes or functions.” The focus of *Governing Wisconsin* is to explain fundamental aspects of Wisconsin’s government. In the past year, 15 issues of *Governing Wisconsin* were published. To read them, go to <http://www.legis.state.wi.us/lrb/gw/index.htm>.

Legislative Briefs

The LRB’s *Legislative Brief* series, which is designed to provide an easy-to-understand explanation of recently enacted laws, continued for another year. These two-page summaries of individual acts (not including the executive budget bill) are useful in explaining to constituents and the general public what the legislature has accomplished during the session. To read them, go to <http://www.legis.state.wi.us/lrb/pubs/legbrief.htm>.

LRB Kids Page

Legislative Analyst Lauren Jackson created a Web site that extends the LRB’s online presence to a younger audience. The LRB Kids Page is an interactive, illustrative, and colorful site that makes use of the LRB’s resources to teach elementary school children about the state legislature. In addition to a short tour of the senate and assembly chambers, the site includes a multiple-choice game to teach students how a bill becomes a law. The Web site is still in the testing phase as technical issues are worked out. The site can be found at http://www.legis.state.wi.us/lrb/_kids/index.htm. Ms. Jackson welcomes comments on the content and functionality of the site.

LRB Podcasts

The LRB continues to embrace technology with the continuing online publication of podcasts. Generally, podcasts are audio files—usually MP3 files—that are posted to the Internet as enclosures to RSS documents. Podcast interviews can be heard via computer or downloaded to a portable music player and can be found at the newly redesigned Web site, <http://www.legis.state.wi.us/lrb/podcasts/>. Podcasts are approximately five minutes long and are usually companion pieces to various LRB publications.

Wisconsin Legislative Oral History Project

Since 2004, at the request of the senate chief clerk, the LRB has participated in planning an oral history project for the Wisconsin Legislature. The goal of the project is to record the oral histories of as many former legislators as possible; the purpose is to learn from the interviews how the legislature functions as a forum for determining public policy, what enables it to work well, and what prevents it from functioning better. In the past year, the LRB has done extensive technical testing of recording, editing, and producing video, in preparation for producing the oral history project.

Outreach

Researching Legislative History Program

The LRB's research and information services staff placed additional emphasis this past year on explaining the legislative process and the drafting process to interns and other new hires at the supreme court, government agencies, and local law firms.

As part of the program Researching Legislative History, Legislative Analyst Shanin Brown gave an overview of the legislative process, from how a bill is drafted to how it eventually becomes law. Ms. Brown explained how to find legislative history using the resources in the library and the LRB's drafting records. She also explained how to find changes in the statutes from session to session and how to find drafting records for a portion of a budget bill. Legislative Analyst Jason Anderson explained how to use the Folio online infobases to research legislation and existing law.

LRB Seminars

This year's seminars—the seventh in the annual series—were held in the capitol. This year we offered a new seminar on the Uniformity Clause of the Wisconsin Constitution. The LRB applied for and received Continuing Legal Education credits for all eight seminars that were offered this year. We also began recording some of the seminars using the legislature's new Mediasite digital recording equipment. All of the available LRB Seminar videos and presentation materials are online at <http://lrb/intralrb/SeminarShows/index.htm>.

The State, University & UWHC Employees Combined Campaign

For the twelfth consecutive year, the LRB was recognized for its generosity. During the 2005 campaign, the LRB was first in total donated dollars and second in per capita contribution for agencies with 1-100 staff members. Also, for the third year, the LRB's SECC committee held a used book, CD, DVD, and greeting card sale.

Goals

The Legislative Reference Bureau strives to improve its services and fulfill its commitment to the Wisconsin Legislature and the residents of Wisconsin. In the next fiscal year, the LRB will:

- Continue to work with LTSB to improve the Text2000 system that is used for bill drafting.
- Continue to build our library of training videos and DVDs for legislative staff.
- Move the library catalog to the new Integrated Library System.
- In cooperation with the senate chief clerk, begin recording former legislators' oral histories.

Production

	2004-05	2005-06
Legal Section		
Bills, amendments, and resolutions drafted	4,904	4,723
Research and Information Section		
Research bulletins published	1	0
Informational bulletins published	2	4
Wisconsin briefs published	15	19
Legislative briefs published	0	17
Budget briefs published	0	4
Total information requests	20,849	20,105
Requests from legislators	3,234	3,182
Requests from the general public	17,615	16,923
Library Section		
Total LRBCAT (library catalog) titles	45,828	47,345
Titles added during the fiscal year	1,460	1,517
Total barcoded items in collection	60,849	63,348
Barcoded items added during fiscal year	3,239	2,499
Publications acquired—reference and circulation	1,993	1,656
Publications received—Wisconsin documents	1,880	1,324
Number received through depository	1,008	869
Number received directly from state agencies	872	455
Updates to loose-leaf manuals	63	65
Magazine/journal issues processed	536	534
Magazine/journal subscriptions	43	47
Clippings processed and classified	17,487	15,785
Indexes to the <i>Bulletin of the Proceedings</i> published	2	2
Special purpose publications published		
<i>Constitutional Highlights</i>	2	0
<i>Governing Wisconsin</i>	0	15
LRB Podcasts	12	9
<i>Tap the Power</i>	12	12
<i>Wisconsin at a Glance</i>	1	3

Staff

Stephen Miller, Chief
Peter Dykman, General Counsel

Library Services

Rose Arnold, Senior Legislative Librarian
Patricia Helgerson, Senior Legislative Librarian
Allan Marty, Library Services Assistant
Arden Rice, Legislative Librarian
Marian Rogers, Managing Librarian
Eileen Snyder, Legislative Librarian

Research and Information Services

Jason Anderson, Legislative Analyst
Larry Barish, Research Manager
Shanin Brown, Legislative Analyst
Victoria Enright, Senior Publications Editor
Anthony Gad, Legislative Analyst
Lauren Jackson, Legislative Analyst
Michael Keane, Senior Legislative Analyst
Lynn Lemanski, Senior Publications Editor
Robert Paolino, Senior Legislative Analyst
Clark Radatz, Senior Legislative Analyst
Daniel Ritsche, Senior Legislative Analyst
Kathleen Sitter, Senior Publications Editor
Crystal Smith, Publications Editor

Administrative Services

Mike Barman, Senior Program Assistant
Sarah Basford, Program Assistant
Joy Dyer, Senior Legislative Editor
Lynn Emery, Human Resources Specialist
Kathy Follett, Legislative Editor
Jean Frantzen, Senior Legislative Processing Specialist
Patty Greenslet, Legislative Processing Specialist
Cathlene Hanaman, Atty. and Adm. Svcs. Mgr.
Peter Herman, Information Technology Analyst
Shelly Herritz, Legislative Processing Specialist
Wendy Jackson, Legislative Editor
Becky Kraft, Program Assistant
Laura Kunkel, Legislative Editor
Karen Marty, Clerical Assistant
Lori Northrop, Program Assistant
Ron Schlueter, Legislative Processing Specialist
Chris Siciliano, Senior Legislative Editor

Legal Services

Richard Champagne, Senior Attorney
Aaron Gary, Attorney
Mary Gibson-Glass, Senior Attorney
Peter Grant, Managing Attorney
Peggy Hurley, Attorney
Pamela Kahler, Senior Attorney
Debora Kennedy, Managing Attorney
Robin Kite, Senior Attorney
Joseph Kreye, Senior Attorney
Tracy Kuczenski, Attorney
Jeffery Kuesel, Managing Attorney
Mark Kunkel, Senior Attorney
Gordon Malaise, Senior Attorney
Robert Nelson, Senior Attorney
Robin Ryan, Attorney
Marc Shovers, Senior Attorney
Christopher Sundberg, Attorney
Rebecca Tradewell, Managing Attorney

Staff shown as of June 30, 2006.
During the fiscal year, Michael Dsida,
Caroline Haugen, and Madelon Lief
left the bureau.

