M I N U T E S

JOINT LEGISLATIVE SERVICES AND FACILITIES COMMITTEE

July 25, 1969   Room 535

The following members were present: Senators Doyen and Warren; Representatives Loux, Mankin and Ossmann.

Conferees: James Heller and Thomas Weiland, Data Retrieval Corporation of America, Milwaukee, Wisconsin; Mr. H. Rupert Theobald, Director, Wisconsin Legislative Reference Bureau; Reuben Shepek, data processing systems, Dapartment of Administration; Mr. Richard Ryan and Mr. Ben Barrett, Research Department; Mr. Fred Carman and Mr. Robert Alderson, Office of the Revisor of Statutes; Mr. William Bachman, Secretary to the Committee.

Chairman Doyen called the meeting to order.

The chairman introduced Mr. Heller and Mr. Weiland, who presented a preliminary Data Retrieval Corporation proposal for computer bill drafting for Kansas. The system provides for permanent storage of all existing statutes to form a data base. The complete text of an existing statute or any section or identifiable subunit thereof may be called from the data base when needed. Additions can be automatically underlined and deletions automatically printed and stricken in reproducing stored material through the terminal. New material is entered into the computer by the bill drafter using a modified IBM Selectric typewriter and appropriate codes. All drafts can be temporarily stored and recalled for editing at any time. A security provision is built in, which precludes an unauthorized user from having access to confidential material. A more detailed summary of the capabilities of the

system supplied by the Data Retrieval Corporation is attached.

Wisconsin is successfully using the Data Retrieval Corporation system for computer bill drafting. Mr. Theobald reported on the system as it is actually being utilized in Wisconsin. He verified that the system is capable of doing all that is claimed; however, certain proposed systems are presently in developmental stages. Mr. Theobald pointed out that IBM had failed to furnish equipment at the time specified in the order, and that when the equipment arrived it was not in good working order. Mr. Theobald also stated that the system has expedited the bill drafting workload in Wisconsin. His office is studying ways to further utilize the capabilities of the system.

Representative Ossmann reported that the House Buildings and Grounds Committee had deferred action on the relocation of the snack bar presently located on the third floor of the Capitol to solicit the recommendations of the Joint Committee on Legislative Services and Facilities. After some discussion, Representative Loux moved that the snack bar be relocated in the northeast light well on the third floor. This location would alleviate some of the confusion in front of the House Chamber and around the Revisor of Statutes' Office. The motion was seconded by Representative Mankin and adopted.

This year the National Legislative Conference will be held August 26-29 in St. Louis, Missouri. Representative Mankin moved that the Secretary to the Joint Committee on Legislative Services and Facilities be authorized expenses for attendance at the conference. The motion was seconded by Representative Ossmann and adopted.
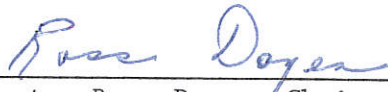
Since Mr. Theobald appeared at the invitation of the Committee, Representative Loux moved that Mr. Theobald be reimbursed for round-trip mileage from Madison, Wisconsin to Topeka. The motion was seconded by Senator Warren and adopted.

Mr. Carman has been approached by RCA and the ASPEN Corporation concerning a possible demonstration of computer bill drafting systems to the Committee. He recommended that one or two members of the Revisor's office view these systems before scheduling a demonstration for the Committee. The Committee agreed and went on record in favor of considering a number of systems before a final decision is made.

The Secretary to the Joint Committee was directed to procure notebooks for use of the Committee. Notebooks are to be similar to those now used by the Research Department for members of Legislative Council committees.

A copy of the preliminary draft of the Manual of General Operating Procedures was given to each member present for study. A copy also will be mailed to all other members not present, as well as to members of the Rules, Procedures and Budget Committee of the Legislative Council. Consideration of the Manual will be on the agenda for the next meeting--a joint meeting with the Rules, Procedures and Budget Committee, on August 21, 1969.

The meeting was adjourned.

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Senator Ross Doyen, Chairman

Approved:

_8 - 4 - 1969_____
                Date

JOINT COMMITTEE ON LEGISLATIVE SERVICES AND FACILITIES

Rooms 534 and 535 - State House

July 25, 1969

A G E N D A

9:30 a.m.   Computer Bill Drafting Proposal

              James K. Heller, President, Data
                 Retrieval Corporation of America

              Thomas Weiland, Technical Adviser,
                 Marketing Division of DRCA

1:30 p.m.   Computer Bill Drafting System of
              State of Wisconsin

              H. Rupert Theobald, Director, Legislative
                 Reference Bureau of State of Wisconsin

2:30 p.m.   Committee Business
            Consideration of draft of Procedures Manual
              for Committees, etc.

Software (Program) Specifications for State of Wisconsin Bill Drafting and Enrolling System

Bill Drafting and Enrolling Program shall be able to:

A. Call an existing statute from existing SIRS search text file by section or any subunit, identified by number or letter.

B. Input new text from terminals, computer to type line numbers automatically, with a new sequence beginning with each page.

C. Store present drafts in working memory (disk), and transfer stored data to assigned storage area.

D. Make changes anywhere in text through terminals, as follows:

   1. Delete and replace characters to correct typing errors.
   2. Insert, skip or delete words.
   3. Call any line for review and revision.
   4. Insert new text anywhere in draft.
   5. Move sentences and paragraphs from one part of draft to another.

E. Printout the present draft on command:

   1. Automatically checked for spelling.
   2. Right justified by word spacing and hyphenation.
   3. With or without line numbers, as desired.
   4. Double spaced, single spaced, or mixed, as desired.
   5. With line length and page length specified by typist if nonstandard.
   6. With page heading and page number inserted automatically, if desired.
   7. With separate portions of a bill typed out from any one or more terminals.

F. When amending existing statute, automatically underline any additions and automatically print and strike out any deletion.

G. For publication (slip laws, session laws, statutes) generate:

   1. Special format printout (special column width, deleting line numbers, single spaced, right justified, with session laws page numbers and headings) or
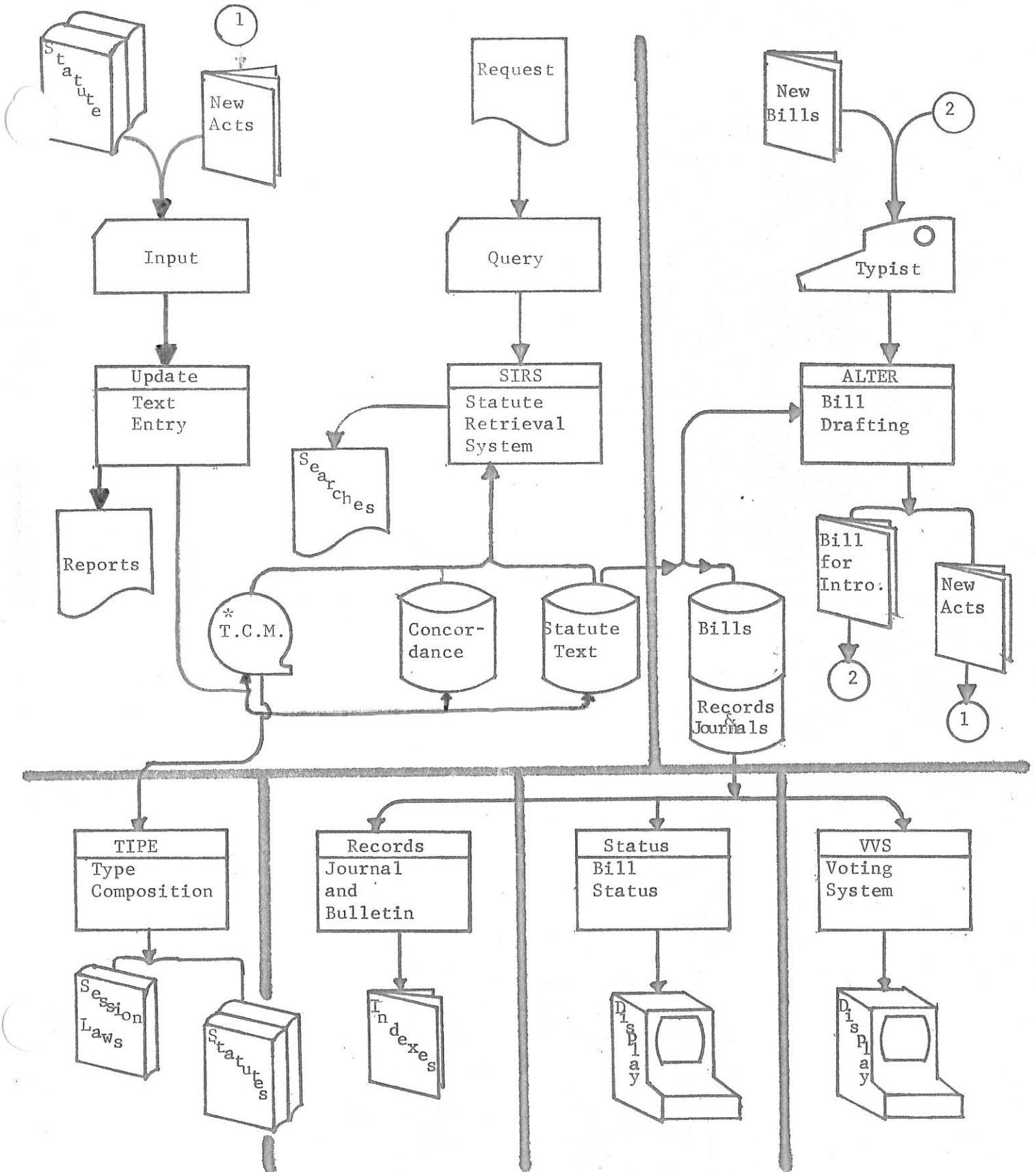   2. Magnetic tape for entry into a type-composition program.

   NOTE: The above tapes are not suitable as direct input for type-composition hardware, but may be used as input to an intermediate program which would be input to the type-composition hardware.

H. Will provide for a recreate and data cell backup routine.

DATA RETRIEVAL CORPORATION
OF AMERICA
4222 W. CAPITOL DRIVE
MILWAUKEE, WISCONSIN 53216

LEGISLATIVE DATA PROCESSING SYSTEM

Statute

New Acts

(1)

Request

New Bills

(2)

Input

Query

Typist

Update Text Entry

SIRS
Statute Retrieval System

ALTER
Bill Drafting

Reports

Searches

* T.C.M.

Concordance

Statute Text

Bills
Records & Journals

Bill for Intro.

New Acts

(2)

(1)

TIPE
Type Composition

Records
Journal and Bulletin

Status
Bill Status

VVS
Voting System

Session Laws

Statutes

Indexes

Display

Display

* TYPE COMPOSITION MASTER

Considerations in Selection of an Automated Bill-drafting System

I. What guarantees of performance are provided?

    A. What features are listed on Schedule of Specifications?

    B. When will system be completely operational?

II. Capability of output to update statute data base.

III. Will system be compatible with current procedures?

IV. Will the bill-drafting system lend itself to improve efficiency of legislative procedures in:

    A. Smoothing typist workload?

    B. Reducing turnaround time to drafter of bill?

    C. Benefit in amendment procedure?

    D. Benefit in engrossment and enrollment procedure?

V. Will system lend itself to improvements in the legislative procedure?

VI. Analysis of cost

    A. Software - initial and future

    B. Hardware

        1. At computer center

            (a) Amount of computer core

            (b) Expense of unique peripheral devices

            (c) Percent usage of existing peripheral devices

        2. At bill-drafting office

            (a) Terminals

            (b) Control hardware

            (c) High speed printer

VII. Space requirements

VIII. Noise level

IX. Response time

X. Capability of system to utilize high speed printer and video terminals

XI. Capability to either add terminals to an existing "group" or add an additional group (or groups) of terminals to bill-drafting system without change of software or hardware at the computer center

XII. Security of data in storage

XIII. How well will the bill-drafting system tie in with an overall computerized Legislative Document System?

XIV. How adaptable is the bill drafting system and the data base to other applications in the bill-drafting office and other agencies?

XV. How adaptable is the system to modification when improved hardware is available?

XVI. Will modifications and operations of the document processing system for the legislature be adequately independent of state agencies?

XVII. Will system lend itself to aid current or future applications in the areas of automated type-composition, Indices, Journal, Calendars, etc.

XVIII. Will input of data be an easy procedure for typing staff to grasp?

XIX. Cost

XX. Vendor