

www.leg.state.mn.us/

AT A GLANCE

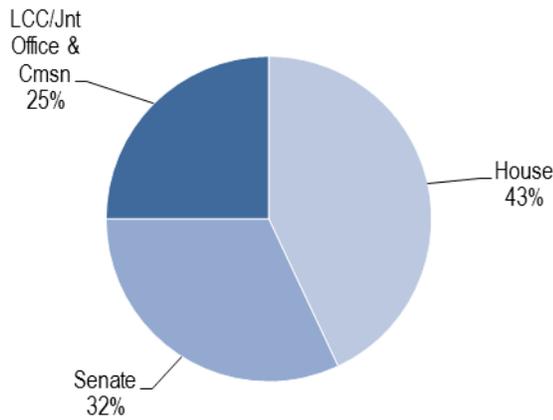
- The constitution provides that the Legislature may meet up to 120 days during a two-year period.
- For the 15-16 biennial legislative session and 2015 special session 4,503 bills were introduced in the House, 3,653 bills were introduced in the Senate. Of those, 189 bills were presented to the governor for signing and were fully enacted.
- The biennial budget for the legislature is approximately \$158M, which is 0.38% of the state general fund budget.

PURPOSE

The legislature is one of three branches of state government (the others being the executive and judicial branches) created by the constitution of the State of Minnesota. The legislative branch is responsible for the enactment and revision of state laws, establishing a state budget and tax policy, electing regents of the University of Minnesota, overseeing the work of state government, as well as proposing amendments to the state constitution. The Minnesota legislature consists of two bodies: the House of Representatives and the Senate. In addition the House and Senate have created joint legislative offices and commissions under the fiscal and administrative oversight of the Legislative Coordinating Commission.

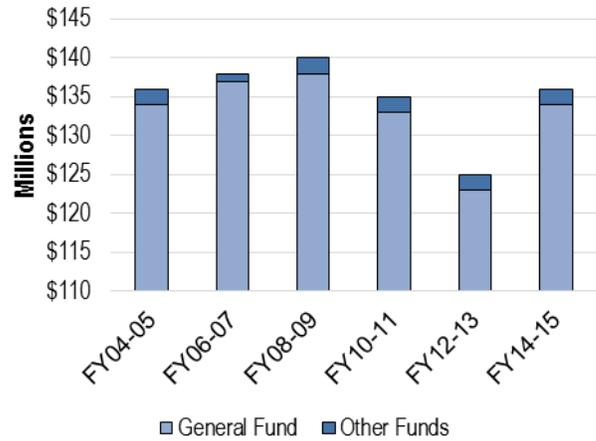
BUDGET

**Spending by Program
FY 15 Actual**



Source: SWIFT

Historic Spending



Source: CFS

Legal authority for the Minnesota Legislature: M.S. 3

Program: House of Representatives

www.house.leg.state.mn.us

AT A GLANCE

- 134 representatives compose the Minnesota House of Representatives.
- Representatives serve 2-year terms.

PURPOSE & CONTEXT

There are 134 members of the House of Representatives (<http://www.house.leg.state.mn.us/>). Each member represents a geographically area of the state and is elected by the voters of the district every two years.

The DFL Caucus (<http://www.house.leg.state.mn.us/dfli/>) and the Republican Caucus (<http://www.house.leg.state.mn.us/gop/welcome.asp>) departments each provide legislative services to their respective members. Services provided include legislative management, member administrative support, committee administration and support services, constituent and communication/media services, and caucus research services.

The Chief Clerk's Office (<http://www.house.leg.state.mn.us/cco/cco.asp>) provides assistance and advice to the speaker and members of the House of Representatives in meeting the legal and parliamentary requirements of the lawmaking process and to record the history of that process in a clear, unbiased, and accurate manner. The chief clerk, first and second assistant clerks, index clerk, and chaplain are elected officers of the house. The Chief Clerk's Office is responsible for all computer technology functions in the House, such as managing a secure local area network, managing numerous application programs and coordinating computer support to all house staff.

The House Research Department (<http://www.house.leg.state.mn.us/hrd/hrd.aspx>) provides research and legal services to the house and its members and committees. The work of House Research focuses on legislative decision-making: helping house members and committees develop and evaluate government policies and laws. The department is an agency of the House of Representatives as a whole, rather than a committee or caucus. House Research provides nonpartisan, confidential services to all members of the house without regard to partisan affiliation or legislative position. The department strives to be politically neutral and impartial on the issues. Its staff does not advocate, endorse, promote, or oppose legislation or legislative decision.

The Fiscal Analysis Department (<http://www.house.leg.state.mn.us/fiscal/fahome.asp>) provides professional, nonpartisan, and confidential services for all members of the House of Representatives, and provides assistance to the house finance and tax committees on state budgetary and fiscal legislation. Department staff analyzes spending requests, aid committees in developing and analyzing budgetary options, draft legislation to implement budget decisions, track legislative decisions, and provide analysis for legislative oversight of enacted budgets. Fiscal analysts respond to requests from individual members needing analyses or information on state budgetary issues or government finances. The Fiscal Analysis Department researches, prepares, and distributes publications providing information on state budget issues and government finances.

The House Public Information Services Department (<http://www.house.leg.state.mn.us/hinfo/hinfo.asp>) is a contact point to help the public connect to the Legislature. The mission of the department is to provide credible and timely nonpartisan services that inform the general public of legislative actions, educate the public about the legislative process and encourage public participation in the Minnesota Legislature. The department produces and distributes Session Weekly newsmagazine, Session Daily, committee schedules, committee rosters, members and staff lists, legislative directories, and various publications that explain the state's symbols, governmental structure and lawmaking process. It provides photography services for members, staff and the public, and distributes audio CD copies of all House meetings, and DVD copies of all House television coverage. The department creates and distributes unedited, gavel-to-gavel television coverage of all House floor sessions, select committee hearings, press conferences, and informational and educational programming. Beginning with the start of each legislative session, programming is broadcast, in conjunction with the Senate, weekdays from 8 a.m. to 6 p.m. on the digital Minnesota Channel, which is available statewide on Minnesota's public television stations. Live webcasting and video archives of all House television programming is available on the Internet.

The House Budget & Accounting Department and Human Resources Department performs the financial and human resources functions for the house. Financial functions include: accounting, budgeting, staff and member payroll, accounts payable, and expense reimbursements. Human resources function includes compensation and benefit administration, personnel policy development and communication and house staffing management.

The Sergeant-At-Arms Office (<http://www.house.leg.state.mn.us/sergeant/sergeant.asp>) provides temporary support staff (pages), parking, facility management, telephone system management, supply and equipment purchases, security, post office, duplication and printing, and educational program services for members, staff, and the public. The speaker appoints the chief sergeant. The assistant sergeants, postmaster, and assistant postmaster are elected by house members to serve with the chief sergeant as officers of the house. Pages serve as support staff for all house and conference committee hearings and aid all departments in accomplishing their duties.

Legal authority for the Minnesota House of Representatives: M.S. 3

Program: Minnesota Senate

www.senate.leg.state.mn.us

AT A GLANCE

- 67 senators compose the Minnesota Senate.
- Senators serve 4-year terms.

PURPOSE & CONTEXT

In addition to the functions listed under agency purpose for the Minnesota Legislature, the Senate also has the responsibility to advise and consent to the governor's appointments.

SERVICES PROVIDED

Information not provided.

RESULTS

Information not provided

The Minnesota Senate is established under Article 4, section 1 of the Minnesota Constitution. Primary statutory citations regarding Senate operations can be found in M.S. 3.

Program: Legislative Coordinating Commission

www.commissions.leg.state.mn.us/

AT A GLANCE

- The LCC is composed of joint legislative commissions and offices of the Minnesota Legislature.
- Joint offices provide services to the Minnesota House of Representatives and the Minnesota Senate.

PURPOSE & CONTEXT

The House and Senate have created joint legislative offices and commissions under the fiscal and administrative oversight of the Legislative Coordinating Commission.

The Legislative Coordinating Commission (LCC) (<http://www.lcc.leg.mn/>) serves as the umbrella organization for legislative commissions, joint agencies, and other boards. LCC staff provide staff support to numerous commissions and task forces, as well as providing administrative and fiscal support services to joint legislative offices. The Geographic Information Services Office (<http://www.gis.leg.mn/index.html>) of the LCC is the repository for statewide boundary information for legislative use and provides mapping and data services for the legislature, state agencies and the public. The LCC maintains the Minnesota's Legacy website (<http://www.legacy.leg.mn/>) which displays how funds from the Legacy Amendment and the Environment and Natural Resources Trust Fund are being utilized throughout the state. The LCC facilitates arrangements for visiting international and state delegations to the legislature.

The LCC provides staff and fiscal support for the Compensation Council, the Joint House/Senate Subcommittee on Claims, the Office of the Economic Status of Women, the Regent Candidate Advisory Council, the Trustee Candidate Advisory Council, the Mississippi River Parkway Commission, the Legislative Water Commission, and the Subcommittee on Employee Relations and a number of other commissions and task forces. All joint legislative offices and commissions (<http://www.commissions.leg.state.mn.us/depts.htm>) are nonpartisan.

The Legislative Reference Library (<http://www.leg.state.mn.us/lrl/lrl.aspx>) collects, indexes, publishes, and makes available public policy information both online and in the library. In addition to supporting the legislative process, information is also made available to the executive agencies and to the public.

The Office of the Revisor of Statutes (<https://www.revisor.mn.gov/>) provides drafting, editing, publication, and computer services to members of both houses of the legislature as well as constitutional offices, state agencies and departments. Drafting services are provided on a confidential, nonpartisan basis, and include bills, engrossments, and enrollments presented to the governor, plus administrative rules. The office is the official publisher of Laws of Minnesota, Minnesota Statutes, and Minnesota Rules, both in books and on the internet, and has provided national leadership in accessibility, authentication, and preservation of online legal material. The Revisor's computer unit provides a system used for drafting by offices across the legislature, core infrastructure services for legislative telephone and WiFi, and the systems used for book and internet publication of Minnesota law.

The Legislative Commission on Pensions and Retirement (<http://www.lcpr.leg.mn/>) considers, hears testimony and makes recommendations regarding proposed legislation relating to pension and retirement benefits for public employees and the State's pension and retirement plans. The Commission receives and reviews the annual actuarial valuations and periodic experience studies of the State's public pension plans, monitors the sufficiency of plan funding and recommends adjustments to assumptions and contributions. The Commission also studies and hears testimony on other retirement-related topics, including national trends, pension reform and federal law changes.

The Legislative Energy Commission (LEC) (<http://www.lec.leg.mn/>) evaluates the energy policies of the state, assessing the impact on the future of the environment and the economy of the State. The LEC monitors the State of Minnesota's progress in achieving goals to develop renewable sources of electric energy, evaluates progress in reducing greenhouse gas emissions, reviews and recommends proposed energy legislation and takes public testimony on energy issues.

The Legislative-Citizen Commission on Minnesota Resources (<http://www.lccmr.leg.mn/>) advises the legislature and provides oversight on the allocation of certain dedicated environment and natural resources funding sources, primarily the constitutional dedicated Environment and Natural Resources Trust Fund from State Lottery proceeds, for projects for the public purpose of protection, conservation, preservation and enhancement of the state's air, water, land, fish, wildlife, and other natural resources.

The Lessard-Sams Outdoor Heritage Council (LSOHC) (<http://www.lsohc.leg.mn/>) recommends funding from the Outdoor Heritage Fund to the legislature. The LSOHC ensures that recommendations are consistent with the Constitution and state law and that they will achieve the outcomes of natural resource plans including the Minnesota Conservation and Preservation Plan directly related to the restoration, protection, and enhancement of wetlands, prairies, forests, and habitat for fish, game, and wildlife. Recommendations preventing forest fragmentation, encouraging forest consolidation, and expanding restored native prairie receive emphasis.

Legal authority for the LCC: M.S. 3

Program: Office of the Legislative Auditorwww.auditor.leg.state.mn.us/**AT A GLANCE**

- OLA is the auditor of Minnesota state government. It conducts audits, evaluations, and investigations.
- OLA is comparable to a federal Office of Inspector General and the Congressional Government Accountability Office (GAO).

PURPOSE & CONTEXT

The Office of the Legislative Auditor (OLA) (<http://www.auditor.leg.state.mn.us/>) is a professional, nonpartisan, audit and evaluation office established in 1973 to strengthen accountability and legislative oversight.

OLA has authority to audit all organizations in the executive and judicial branches of state government, as well as various metropolitan organizations. When state government grants money to or contracts with private organizations, OLA has authority to audit the use of that money as well. In addition, OLA's Program Evaluation Division annually conducts six to eight evaluations of state-funded programs in response to requests from legislators. OLA investigates alleged misuse of public resources and conducts special reviews of issues of legislative concern. OLA has access to all documents and data regardless of classification but may not disclose documents or data classified as not public. OLA is directed by the Legislative Auditor, who is appointed by the Legislative Audit Commission (composed of 12 legislators with equal representation from the House and Senate majority and minority caucuses).

Legal authority for the Minnesota Office of the Legislative Auditor: M.S. 3