



**House of Assembly  
Newfoundland and Labrador**

**Minutes of the House of Assembly  
Management Commission**

**Date:** December 6, 2017

**Location:** House of Assembly Chamber

**Time:** 5:05 p.m.

**Members Present:**

Hon. Perry Trimper, MHA, Lake Melville, Speaker  
Ms. Sandra Barnes, Clerk of the House of Assembly  
Hon. Andrew Parsons, Government House Leader  
Mr. Paul Davis, MHA (PC) Topsail-Paradise  
Ms. Lorraine Michael, MHA (NDP), St. John's East-Quidi Vidi  
Mr. Mark Browne, MHA (Lib) Placentia West - Bellevue  
Mr. Keith Hutchings, MHA (PC), Ferryland  
Hon. Siobhan Coady, MHA (Lib), St. John's West

**Other**

Mr. Brian Warr, Deputy Speaker

As required under the *House of Assembly Accountability, Integrity and Administration Act*, the Speaker reported the following decisions made at an *in camera* meeting, held prior to the televised meeting:

**CM 2017-070** The Commission, at an *in camera* meeting, concurred in the Lieutenant Governor in Council's recommendation that, upon appointment as Auditor General, Ms. Julia Mullaley continue to be compensated on point scale 2676 (EP-01) at step 25 with general economic increases to apply.

**CM 2017-071** The Commission, at an *in camera* meeting, approved the restructuring proposal submitted by the Information and Privacy Commissioner. In order to give effect to the new organizational structure, the Commission approved the following:

- Abolishment of the following positions:
  - o Assistant Commissioner;

- Senior Access and Privacy Analyst (Advocacy and Compliance); and,
- Intake Officer.
- Creation a new position of Director, Research and Quality Assurance (DRQA), reporting directly to the Commissioner;
- Re-titling and reclassification of the current position of Senior Access and Privacy Analyst to Senior Access and Privacy Analyst – Investigations, Advocacy and Compliance, reporting directly to the Commissioner;
- Creation of two new permanent positions of Access and Privacy Analyst, reporting to the Senior Access and Privacy Analyst – Investigations, Advocacy and Compliance; and
- Re-titling and reclassification of the current position of Executive Assistant to the Commissioner to Administrative Assistant, reporting to the Business Manager.

**CM 2017-072** The Minutes of the House of Assembly Management Commission meeting held on November 8, 2017 were approved as read.

In accordance with the Standard Office Allocation Package, the Clerk reported approvals of furniture and equipment purchased for constituency offices up to a maximum of \$1000 (per item) for the period ended November 30, 2017. The Clerk reported the following items for the Member for St. George's-Humber:

- Document holder - \$32.00
- Compact keyboard - \$92.00
- Wireless headset - \$392.00
- High back, multi-tilter chair - \$675.00

The financial reports for the Legislature and the Member Accountability and Disclosure Reports for the period April 1, 2017 to September 30, 2017 were provided to the Commission for review.

**CM 2017-073** Pursuant to subparagraph 20(6)(b)(ii) of the *House of Assembly Accountability, Integrity and Administration Act*, the Commission approved the Consolidated Severance Policy for Members of the House of Assembly and defined the transition period as:

The Member may select a transition period that is not less than 3 months, and not greater than 12 months.

**CM 2017-074** In accordance with the Transfer of Funds Policy, the Commission approved the following transfer of funds:

**From:**

Subdivision 1.1.04.09 Members' Resources – Allowances and Assistance: \$54,000

**To:**

Subdivision 1.1.03.02 Hansard and the Broadcast Centre – Property, Furnishings and Equipment: \$ 54,000

**CM 2017-075** The Commission did not approve an amendment to the House of Assembly Broadcast Guidelines to allow for split-screen shots.

**CM 2017-076** In accordance with CM 2017-033, the Commission agreed to the following schedule of meetings for the Spring of 2017-2018 as follows:

- January 2018, with the exact date to be determined in consultation with Commission members early in January 2018;
- March 14, 2018; and,
- April 18, 2018.

**Adjournment:** 5:51 p.m.

Hon. Perry Trimper, MHA  
Speaker and Chair of the Commission



Sandra Barnes  
Clerk and Secretary to the Commission