

HOUSE JOINT RESOLUTION NO. 144

Establishing a joint subcommittee to study the ways in which telework opportunities for state and private sector employees can be enhanced and increased. Report.

Agreed to by the House of Delegates, March 2, 2006

Agreed to by the Senate, February 28, 2006

WHEREAS, telework is the use of technology to allow persons to work from home or other locations instead of a central office; and

WHEREAS, telework and state government employee mobility reduces the actual daily use of state-owned and leased real estate; and

WHEREAS, industry best practices in facility management through telework allow increased efficiency and effective use of office infrastructure, reducing occupancy costs by 20 to 50%; and

WHEREAS, the benefits of telework include improved employee recruitment and retention, increased work productivity, reduced traffic congestion, and reduced need for office space, thus reducing the burden on taxpayers; and

WHEREAS, § 2.2-203.1 of the Code of Virginia requires the Secretary of Administration, in cooperation with the Secretary of Technology and in consultation with the Council on Technology Services, to establish a comprehensive statewide telecommuting and alternative work schedule policy under which eligible employees of state agencies may telecommute or participate in alternative work schedules; now, therefore, be it

RESOLVED by the House of Delegates, the Senate concurring, That a joint subcommittee be established to study the ways in which telework opportunities for state and private sector employees can be enhanced and increased. The joint subcommittee shall have a total membership of 11 members that shall consist of eight legislative members and three ex officio members. Members shall be appointed as follows: five members of the House of Delegates to be appointed by the Speaker of the House of Delegates in accordance with the principles of proportional representation contained in the Rules of the House of Delegates; and three members of the Senate to be appointed by the Senate Committee on Rules. The Secretaries of Administration, Finance, and Technology or their designees shall serve ex officio with voting privileges. The joint subcommittee shall elect a chairman and vice-chairman from among its membership, who shall be members of the General Assembly.

In conducting its study, the joint subcommittee shall (i) identify state agencies whose operations are most conducive to telework or alternative work schedules, (ii) recommend fiscal and other incentives necessary to increase telework, and (iii) examine the impact of increased telework opportunities on the continuity of government operations in the event of natural or manmade disasters. The joint subcommittee shall also make recommendations on (i) the appropriateness and feasibility of a pilot telework program involving one or more state agencies, and (ii) criteria for measuring the productivity of employees who telecommute.

Administrative staff support shall be provided by the Office of the Clerk of the House of Delegates. Legal, research, policy analysis, and other services as requested by the joint subcommittee shall be provided by the Division of Legislative Services. Technical assistance shall be provided by the Department of Human Resource Management. All agencies of the Commonwealth shall provide assistance to the joint subcommittee for this study, upon request.

The joint subcommittee shall be limited to four meetings for the 2006 interim and four meetings for the 2007 interim, and the direct costs of this study shall not exceed \$4,800 for each year without approval as set out in this resolution. Approval for unbudgeted nonmember-related expenses shall require the written authorization of the chairman of the joint subcommittee and the respective Clerk. If a companion joint resolution of the other chamber is agreed to, written authorization of both Clerks shall be required.

No recommendation of the joint subcommittee shall be adopted if a majority of the House members or a majority of the Senate members appointed to the joint subcommittee (i) vote against the recommendation and (ii) vote for the recommendation to fail notwithstanding the majority vote of the joint subcommittee.

The joint subcommittee shall complete its meetings for the first year by November 30, 2006, and for the second year by November 30, 2007, and the chairman shall submit to the Division of Legislative Automated Systems an executive summary of its findings and recommendations no later than the first day of the next Regular Session of the General Assembly for each year. Each executive summary shall state whether the joint subcommittee intends to submit to the General Assembly and the Governor a report of its findings and recommendations for publication as a House or Senate document. The

executive summaries and reports shall be submitted as provided in the procedures of the Division of Legislative Automated Systems for the processing of legislative documents and reports and shall be posted on the General Assembly's website.

Implementation of this resolution is subject to subsequent approval and certification by the Joint Rules Committee. The Committee may approve or disapprove expenditures for this study, extend or delay the period for the conduct of the study, or authorize additional meetings during the 2006 and 2007 interims.