# Legislative Data Systems

## **Biennial Legislative Orientation Session**

Legislative Data Systems is the technological support agency of the Rhode Island General Assembly. The unit's top priority is to assist all legislative members with their technological needs. It is the mission of Legislative Data to provide timely and accurate information to support the legislative decision-making process. It is also mandated (R.I. Public Laws Chapter 377, 1994) that Legislative Data publish and provide this information to the legislative community at large.

This unit also maintains the General Assembly's web site (<a href="http://www.rilegislature.gov">http://www.rilegislature.gov</a>) which provides the general public with substantial and timely information relating to all aspects of the legislative process. Through the web site, Legislative Data makes available: bill text from the past and present, Public Laws from the past and present, Rhode Island General Laws and the State Constitution, Senate and House calendars, Senate and House journals, committee agendas, calendars and memberships, profiles of elected members with individual biographical web pages, search engines allowing users to locate legislation, press releases, and e-mail for Representatives and Senators.

Legislative Data Systems coordinates the paperless bill system and provides hands-on assistance to legislators during formal sessions.

#### **Legislative Data Contacts**

Director of IT Nicholas Budano – nbudano@rilegislature.gov

Manager of IT Operations
Peter Wood – pwood@rilegislature.gov

Legislative Data Systems 401-222-3580

Legislative Data System Team Members

Dee DeOliveria – Sr. Data Systems Specialist Kathleen Brown – Data Analyst Sharon Marchand – Data Analyst Kayomie Polanco – Data Analyst Mark Johnsen – IT Technical Specialist II Keith Salisbury – IT Technical Specialist II Jordan Rebello – Network & Systems Tech

### Helpdesk

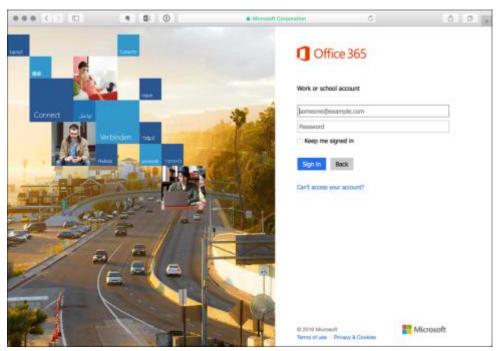
Legislators needing support with technology issues can schedule appointments with the Legislative Data System staff by

- Calling the helpdesk 401-528-1710
- Emailing helpdesk@rilegislature.gov
- Visiting Legislative Data Systems office in room B-01

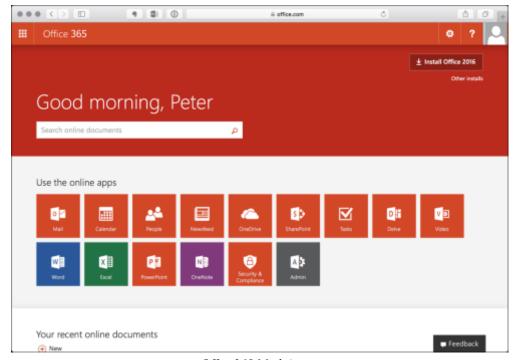
### **Legislative Email**

Legislators receive access to the General Assembly's email systems on Microsoft O365. Through our agreement with Microsoft, each legislator has five licenses to install Microsoft Office on Windows or Mac desktops/laptops and five licenses to install on mobile devices.

Once you receive your account credentials, we recommend accessing your email through the Microsoft O365 web portal (<u>portal.office.com</u>).



Office365 Portal Login



Office365 Mail Access

#### **Mobile Devices**

Legislative Data recommends using the Microsoft Outlook app for with iPhone or Android. Both are available in the App and Google Play stores or at the following links:

- iPhone <a href="http://apple.co/1TaPYJw">http://apple.co/1TaPYJw</a>
- Android http://bit.ly/1D5nDwD

If you would like to use the native email apps on your iPad or Android devices and need assistance, please feel free to schedule an appointment with the Legislative Data Systems staff.

#### **WIFI Access**

Wireless Internet access is available throughout the State House. Legislative Data maintains the rilin\_public and rilin private networks. You can access rilin private with the same credentials as your email.

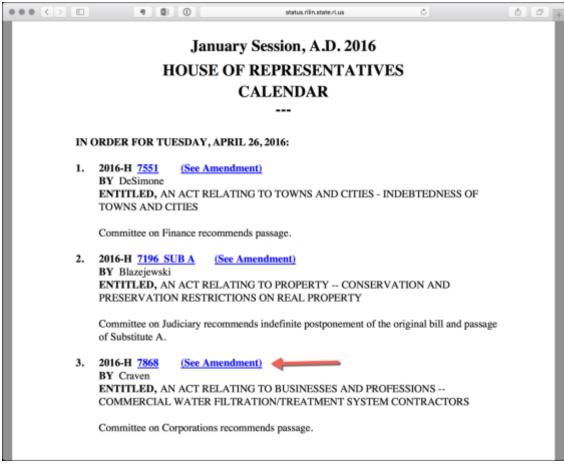
### **Legislative Information**

All information relevant to this year's legislative session as well as past years is located on the Rhode Island General Assembly legislation webpage (<a href="http://www.rilegislature.gov/pages/legislation.aspx">http://www.rilegislature.gov/pages/legislation.aspx</a>). The following is a brief description of the tools found on the legislative webpage.

- Bill Status / History Search a bill's status and corresponding versions.
- Committee Agendas All scheduled meetings, posted 48 hours in advanced.
- <u>Commission/Board Agendas</u> All scheduled commissions and board meetings, posted 48 hours in advanced.
- <u>Committee Calendars</u> Comprehensive listing of all committee meetings, dates, times, and locations.
- Committee Votes Results of committee votes by meeting date.
- Floor Calendars Each Chamber's daily calendar.
- <u>Daily Introductions</u> Compiled list of bills introduced throughout the session, sorted by day.
- Floor Votes Results of votes on House and Senate Bills
- Journals Official record of previous days' session, including votes.
- <u>Committee Membership</u> Lists committees and their members.

#### **Bill Amendments**

Please note as floor amendments to bills are announced on the House and Senate floors, the **See Amendment** link next to the bill on the floor calendar becomes live with the appropriate amendment. <u>Example calendar with floor amendment</u>.



Floor Amendments