

1 **Section D-201. Creation of Office of Legislative Services -- Powers, functions, and**
2 **duties -- Executive officer of Legislative Services.**

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4 (1) There is created a permanent staff office for the Legislature known as the
5 Office of Legislative Services.

6 (2) The powers, functions, and duties of legislative services are to provide
7 branchwide services to legislative units, including services in the areas of:

8 (a) accounting;

9 (b) human resources, including employing and supervising legislative interns;

10 (c) allegations of workplace discrimination or harassment;

11 (d) compliance with the requirements of Title II of the Americans with Disabilities
12 Act of 1990;

13 (e) information technology;

14 (f) printing; and

15 (g) other services that lend themselves to a branchwide approach.

16 (3)(a)(i) Legislative services shall provide branchwide services that complement
17 and support but do not duplicate, interfere with, or supersede services provided by a
18 legislative unit.

19 (ii) A legislative unit may choose not to receive a service provided by legislative
20 services.

21 (b) Legislative services shall employ and supervise legislative interns in
22 accordance with Legislative Management Committee Policy W - Legislative Intern
23 Program.

24 (4)(a) Under the council's direction, legislative services shall be managed and
25 supervised by an executive officer selected by the council.

26 ~~(b) The executive officer shall be an attorney licensed to practice law in the state.~~

27 ~~(c)~~(b) The executive officer:

28 (i) hires and manages employees of legislative services;

29 (ii) except as provided in Subsection (4)(b)(iii), is authorized to terminate the
30 employment of a legislative services employee;

31 (iii) shall consult with the council before terminating the employment of a legislative
32 services employee who is a deputy director;

33 ~~(iii)~~(iv) recommends a legislative services budget to the council;

34 (iv) manages the legislative services budget;

35 ~~(v) provides legal advice to legislative units in the areas of procurement,~~

36 ~~legislative records, and employment law;~~

37 (vi) shall report to the council, as requested by the council; and
38 (vii) shall perform other functions related to legislative services, as directed by
39 the council.

40 (d) The legislative services executive officer is an at-will employee who:

41 (i) serves at the pleasure of the council and may be removed by the council at
42 any time; and

43 (ii) is under the direct supervision of ~~legislative general counsel~~ the chair of the
44 council.

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47 **Section E-103. Designation of compliance officer.**

48 (1)(a) Except as provided in Subsection (1)(b), the executive officer of legislative
49 services shall:

50 (i) act as compliance officer; or

51 (ii) appoint an employee of legislative services to act as a compliance officer.

52 ~~(b)(i) The executive officer of legislative services may request the legislative~~
53 ~~general counsel to designate an individual to act as compliance officer in the place of or~~
54 ~~in addition to the executive officer.~~

55 ~~(ii) If a report or complaint alleges discriminatory conduct or retaliation by the~~
56 ~~executive officer of legislative services, the legislative general counsel shall designate~~
57 ~~an individual other than the executive officer~~ or the executive officer's designee to act as
58 compliance officer with respect to that report or complaint.

59 (2) The executive officer of legislative services or the executive officer's designee
60 shall conspicuously post at various locations within the legislative area notices
61 containing:

62 (a) information about how to report discriminatory conduct or retaliation and
63 submit a complaint; and

64 (b) the identity and contact information of each compliance officer.

65 (3) The executive officer or the executive officer's designee shall consult with the
66 general counsel on harassment or discrimination complaints.

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68 **Section H-103. Designation of procurement officials of legislative procurement**
69 **units -- Protest officer -- Legal counsel.**

70 (1) The following are designated as the procurement official for the applicable
71 legislative procurement unit:

72 (a) for the Legislature, the president of the Senate and the speaker of the House
73 of Representatives;

74 (b) for the Senate, the president of the Senate;

75 (c) for the House of Representatives, the speaker of the House of
76 Representatives;

77 (d) for the Office of the Legislative Fiscal Analyst, the legislative fiscal analyst;

78 (e) for the Office of the Legislative Auditor General, the legislative auditor
79 general;

80 (f) for the Office of Legislative Research and General Counsel:

81 (i) for the procurement of legal services, legislative general counsel; and

82 (ii) for any other procurement, the director of the Office of Legislative
83 Research and General Counsel; and

84 (g) for the Office of Legislative Services, the executive officer of the Office of
85 Legislative Services.

86 (2) The protest officer of all legislative procurement units is an individual
87 designated by legislative general counsel.

88 (3) The legislative general counsel shall provide all legal advice regarding the
89 procurement process to a procurement official.

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