

1                   **SENATE RULES RESOLUTION - LEGISLATIVE**  
2                                   **ASSISTANTS**  
3                                   2022 GENERAL SESSION  
4                                   STATE OF UTAH

5                   **Chief Sponsor: Jacob L. Anderegg**

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7 **LONG TITLE**

8 **General Description:**

9           This rules resolution addresses Senate staff.

10 **Highlighted Provisions:**

11           This resolution:

- 12           ▶ defines terms; and  
13           ▶ requires the president of the Senate to assign a legislative assistant to certain  
14 senators.

15 **Special Clauses:**

16           This resolution provides a special effective date.

17 **Legislative Rules Affected:**

18 ENACTS:

19           **SR1-4-301**

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21 *Be it resolved by the Senate of the state of Utah:*

22           Section 1. **SR1-4-301** is enacted to read:

23           **SR1-4-301. Legislative assistants.**

24           (1) As used in this rule, "legislative assistant" means an employee hired by the  
25 president whose job responsibilities include:

26           (a) making copies, compiling documents, scheduling meetings, and other clerical and  
27 administrative tasks;



- 28 (b) creating informational materials, talking points, and correspondence;
- 29 (c) responding to a senator's constituents' requests for information;
- 30 (d) managing a senator's schedule;
- 31 (e) planning and coordinating legislative district events;
- 32 (f) coordinating with professional staff regarding a senator's legislation, research
- 33 requests, and requests for appropriations; and
- 34 (g) assisting with the development of a senator's legislative and budgetary priorities.

35 (2) Unless the senator declines, the president shall assign one legislative assistant to  
36 each of the following senators:

- 37 (a) each member of the Senate majority leadership;
- 38 (b) each member of the Senate minority leadership;
- 39 (c) the Senate chair and vice chair of the Executive Appropriations Committee;
- 40 (d) the Senate chair of each appropriations subcommittee;
- 41 (e) the chair and vice chair of the Senate Rules Committee;
- 42 (f) the chair of each Senate standing committee; and
- 43 (g) the president pro tempore.

44 (3) The president may assign a legislative assistant to more than one senator at a time  
45 only if each senator to whom the president intends to assign the legislative assistant approves.

46 (4) When assigning a legislative assistant under this rule, the president may consult  
47 with the senator to whom the president intends to assign the legislative assistant.

48 Section 2. **Effective date.**

49 This rules resolution takes effect on July 1, 2022.