

# LEGISLATIVE OFFICERS AND AGENCIES



**JEFFREY FETZER COBB**  
*Secretary of the Senate*



**ADAM W. REAMES**  
*Assistant Secretary of the Senate*

## ***Secretary of the Senate***

***Jeffrey Fetzer Cobb, Secretary of the Senate***  
***Adam W. Reames, Assistant Secretary of the Senate***

The **Secretary of the Senate** is elected by the Senate as a statutory officer at the beginning of the 4-year Senate term. The Secretary's most visible role is the work on the podium during session — reading in bills, recording votes, serving as a parliamentary adviser, and, occasionally, presiding in the absence of designated presiding officers. The Secretary also has many statutory record-keeping responsibilities such as the “care and preservation” of bills and Senate records, including the recording and validating of official Senate actions; the enrolling of bills; the preparation of the journal of each day's proceedings; and the dissemination of bills, resolutions, and amendments to Senators. In addition, the Secretary is responsible for management of the Senate's media services and security. The Secretary also serves on the Michigan Capitol Commission which governs the Michigan State Capitol Historic Site, maintains and restores the State Capitol Building, and maintains and improves the grounds of the site. The Secretary of the Senate's office is located in Room S-5, State Capitol, Lansing, MI 48933. Phone: (517) 373-2400.



## ***Senate Fiscal Agency***

***Ellen Jeffries, Director***

The **Senate Fiscal Agency** is a nonpartisan legislative agency that was formed by state statute to provide assistance through research and analysis to the Michigan Senate. The staff provides technical, analytical, and preparatory support for all appropriations and retirement bills. The agency also prepares an objective written analysis of all bills and administrative rules under consideration by the Senate.

*Fiscal analysts* of the Senate Fiscal Agency review and evaluate state programs, proposed policies, proposed rules, budgetary requests, and the fiscal impact of all bills before the Senate. The fiscal analysts serve as the primary staff to the Senate Appropriations Committee and the Subcommittees of the Senate Appropriations Committee. The agency also provides economic and revenue analysis and forecasting, analyzes the impact of federal budget decisions on the state, tracks state and national economic conditions, and monitors the state's compliance with constitutional and statutory fiscal requirements. The agency's economic and revenue forecasts are used as the official Senate forecasts at the Consensus Revenue Estimating Conference.

*Legislative analysts* of the Senate Fiscal Agency are responsible for providing objective bill analysis for all bills considered by Senate standing committees, other than the Senate Appropriations Committee. Legislative analysts prepare summaries of bills in committee, and bills reported from committee, to provide a straightforward explanation of the changes a bill would make to present law. Once a bill is reported from committee, the analyst also may prepare a detailed analysis describing the reason for

the bill's introduction, the changes the bill would make in present law, supporting and opposing arguments, and fiscal implications. Analyses are updated as bills are amended throughout the legislative process.

The Senate Fiscal Agency is located in the Victor Center, 8th Floor, 201 N. Washington Square, Lansing, MI 48933. Phone: (517) 373-2768. Reports and publications of the Senate Fiscal Agency can be found on the agency's website at [www.senate.michigan.gov/sfa](http://www.senate.michigan.gov/sfa).



**GARY L. RANDALL**  
*Clerk*



**RICH BROWN**  
*Assistant Clerk*

## ***Clerk of the House of Representatives***

***Gary L. Randall, Clerk***  
***Rich Brown, Assistant Clerk***

The **Office of the Clerk of the House of Representatives** is the parliamentary office for this chamber of the Michigan legislature.

The Clerk of the House oversees a wide range of operations in the House of Representatives. These responsibilities include direct supervision of the preparation of various legislative documents, including the House journal and the daily calendar, which specifies the order of pending business; the printing and reproduction of bills, acts, or other documents; and the responsibility for the care and preservation of each bill introduced in the House or received from the Senate.

The Clerk of the House, whose duties are stipulated in statute, House Rules, and Joint Rules, and at the direction of the membership, is elected by the members of the House of Representatives. The clerk has an active parliamentary role during legislative sessions. The clerk calls the roll, announces the proceedings of the House, records votes, and serves as parliamentarian and presides in the absence of a designated presiding officer. Assisting the clerk at the podium during session are the assistant clerk and the clerks responsible for bill amendments, bills and resolutions, and the journal.

The Clerk of the House is also the administrator of the House Sergeant-at-Arms police agency. The clerk's offices are located in the State Capitol. Phone: (517) 373-0135.

## ***House Fiscal Agency***

***Mary Ann Cleary, Director***

The **House Fiscal Agency** is a nonpartisan agency within the Michigan House of Representatives. Agency personnel provide confidential, nonpartisan assistance to the House Appropriations Committee and all other members of the House on legislative fiscal matters. The agency also provides objective, nonpartisan explanations of bills before House standing committees and bills being considered by the full House.

*Fiscal Analysts* assist legislators with developing the state budget; review and prepare budget and supplemental appropriations bills and certain transfer requests; provide fiscal impact statements on proposed legislation; monitor, research, and analyze fiscal issues; and prepare reports and documents to assist legislative deliberations. *Economists* analyze legislation related to tax and lottery issues, monitor state revenue, track state and national economic conditions, and prepare reports on revenue and other economic issues. *Legislative Analysts* prepare nonpartisan summaries and analyses of bills. Summaries, completed prior to committee deliberations, describe how a bill would change current law, including any fiscal impact. Analyses are prepared for bills reported from committee and typically include, in addition to the information included in a summary, a description of the problem being addressed, arguments for and against the bill, and positions of interested parties. The Agency *Director*, by statute, is one of three state officials charged with forecasting state revenues at Consensus Revenue Estimating Conferences.

Reports and publications prepared by the House Fiscal Agency are available on the agency's website ([www.house.mi.gov/hfa](http://www.house.mi.gov/hfa)); bill summaries and analyses are available on the Michigan Legislative Information System website ([www.legislature.mi.gov](http://www.legislature.mi.gov)). The House Fiscal Agency is located on the fourth floor of the North Tower of the Anderson House Office Building, 124 North Capitol Avenue, Lansing, MI 48933. Phone: (517) 373-8080. Fax: (517) 373-5874.



## ***Michigan State Capitol Commission***

The Michigan State Capitol Commission (MSCC) is created by the *Michigan State Capitol Historic Site Act* (PA 240 of 2013) to manage the Michigan State Capitol Historic Site, maintain and restore the State Capitol Building, and maintain and improve the grounds of the site. The Commission consists of the Secretary of the Senate; the Clerk of the House of Representatives; two individuals jointly appointed by the Secretary of the Senate and the Clerk of the House; and two individuals appointed by the Governor.

GARY RANDALL (Chair)  
JOHN TRUSCOTT (Vice-Chair)  
TIM BOWLIN  
KERRY CHARTKOFF  
JEFF COBB  
SALLY DURFEE

Michigan Capitol Building  
P.O. Box 30014  
Lansing, MI 48909-7514  
[CapitolFacilities@legislature.mi.gov](mailto:CapitolFacilities@legislature.mi.gov)



**MICHAEL FERLAND**  
*Chief Sergeant-at-Arms*  
*Senate*



**DAVID D. DICKSON, JR.**  
*Chief Sergeant-at-Arms*  
*House*

## ***Senate/House Sergeants-at-Arms***

### ***Michael Ferland, Chief Sergeant-at-Arms, Senate***

### ***David D. Dickson, Jr., Chief Sergeant-at-Arms, House of Representatives***

The **Senate Sergeant-at-Arms** is the chief security officer of the Senate. Under the direction of the Senate Majority Leader, the Secretary of the Senate supervises and directs the Senate Police Department, the work of the Sergeant-at-Arms, and Assistant Sergeants-at-Arms.

The Sergeant-at-Arms attends the senate during its sessions and maintains order under the direction of the presiding officer. The Sergeant-at-Arms executes the commands of the presiding officer and of the Senate and all processes issued by their authority.

The Sergeant-at-Arms has general charge of, and maintains order in, the gallery, chamber, and committee rooms of the Senate. The Sergeant-at-Arms ensures that all staff and visitors are seated. The Sergeants carry out police responsibilities to provide for the safety and security for all members of the Senate, Senate staff, and visitors to the Senate areas of the Capitol, the Farnum Senate office building, and areas the Senate occupies in the Boji Tower.

The **House Sergeant-at-Arms** is the chief security officer of the House of Representatives. Under the direction of the Speaker's Office, the Clerk of the House supervises and directs the work of the Sergeant-at-Arms, Assistant Sergeant-at-Arms, and session interns. The Sergeant-at-Arms Office is a police agency, designated to serve and protect citizens, staff members, and state representatives. The Sergeant-at-Arms executes the commands of the presiding officer of the House and has general charge of, and maintains order in, the Gallery, Chamber, and committee rooms of the House of Representatives during session. The Sergeant-at-Arms has arrest powers and authority to serve subpoenas and warrants issued by the House, any duly authorized officer, or Committee and ensures that all visitors comply with all rules and regulations while visiting the Capitol Building or other state legislative facilities.

## *Office of the Auditor General*

### *Doug A. Ringler, Auditor General*

The audit function in Michigan is vested in the legislative branch of government, and the auditor general is appointed to serve an eight-year term by a majority vote of members of the House and Senate.

The auditor general is the principal executive responsible for **Office of the Auditor General** policies and practices, day-to-day audit operations, and liaison with the legislature. The Office of the Auditor General conducts post-financial and performance audits of state government operations. These include financial audits of the State of Michigan Comprehensive Annual Financial Report, federal funds subject to the Federal Single Audit Act of 1984, and individual departments and agencies. Additionally, the Office conducts performance audits of selected state programs and operations, using risk-based selection criteria, and in response to legislative requests. All audit reports are public documents.



**DOUG A. RINGLER**  
*Auditor General*

Doug A. Ringler was appointed Auditor General by the Michigan Legislature effective June 9, 2014. Mr. Ringler has held a variety of positions within State government for the past 26 years, most recently as the Director of Internal Audit within the executive branch. Mr. Ringler is a member of the American Institute of Certified Public Accountants and the Institute of Internal Auditors. He is a past recipient of the “Internal Auditor of the Year” Award, presented by the Institute’s Lansing Chapter.

Mr. Ringler graduated from Ferris State University and is a native of Reed City.



## *The Legislative Council*

The **Legislative Council** is a bipartisan committee of the House and Senate, consisting of 12 regular and six alternate members, established pursuant to the Constitution of 1963, art. IV, sec. 15. The primary responsibility of the council is to maintain bill drafting, research, and other services for legislators. The council appoints the Legislative Council Administrator, who is the chief executive officer of all Legislative Council agencies. The council may create subcommittees that include members of the legislature who are not council members.

### **MICHIGAN LEGISLATIVE COUNCIL**

SENATOR ARLAN B. MEEKHOF, Chair in 2015, Alternate Chair in 2016

SPEAKER KEVIN COTTER, Alternate Chair in 2015, Chair in 2016

SENATOR TORY ROCCA

SENATOR WAYNE A. SCHMIDT

SENATOR JIM STAMAS

SENATOR JIM ANANICH

SENATOR MORRIS W. HOOD III

REPRESENTATIVE ANDREA LAFONTAINE

REPRESENTATIVE BRADFORD C. JACOBSEN

REPRESENTATIVE ROB VERHEULEN

REPRESENTATIVE DAVID RUTLEDGE

REPRESENTATIVE CHRISTINE GREIG

#### ***Alternate Members***

SENATOR TONYA SCHUITMAKER

SENATOR KEN HORN

SENATOR STEVEN BIEDA

REPRESENTATIVE TOM LEONARD

REPRESENTATIVE ARIC NESBITT

REPRESENTATIVE ROBERT L. KOSOWSKI

#### ***Legislative Council Administrator***

JOHN G. STRAND



## ***Legislative Council Administrator*** ***John G. Strand***



**JOHN G. STRAND**  
*Legislative Council  
Administrator*

The **Legislative Council Administrator** position was created by Act 189 of 1995. The Council Administrator is responsible for supervisory oversight for all Legislative Council agencies:

- The Legislative Service Bureau
- The Legislative Corrections Ombudsman
- The Michigan Law Revision Commission
- The Michigan Commission on Uniform State Laws
- The Joint Committee on Administrative Rules
- The State Drug Treatment Advisory Committee
- The Criminal Justice Policy Commission

The Legislative Council Administrator has the following duties and responsibilities:

- To provide personnel policy oversight and development for all Legislative Council agencies
- To develop, prepare, and present Legislative Council agency budgets
- To review quarterly financial statements of Legislative Council agencies and monitor budgetary compliance
- To act as secretary to the council and
- To perform other duties and responsibilities as determined and assigned by the Legislative Council.

In addition, the Council Administrator is a member of the Law Revision Commission and the Michigan Commission on Uniform State Laws.

More specific duties of the Administrator are set forth in the rules established by the Legislative Council.

The Office of the Legislative Council Administrator is located in the Boji Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-0212.



John G. Strand was appointed Legislative Council Administrator on January 8, 2001. Prior to being appointed to the Legislative Council, Mr. Strand served as chairman of the Michigan Public Service Commission since October 1993 and had been a Tribunal Judge for the Michigan Tax Tribunal from January 1993 to October 1993. He had previously served six terms as a state legislator beginning in 1981, serving in a leadership position and as vice chairman of the Insurance and House Oversight Committees and as a member of the Taxation and Judiciary Committees.

Mr. Strand is a member of the State Bar of Michigan. He holds a B.A. from the University of Pittsburgh in economics and political science in 1973 and a J.D. from Case Western Reserve University in 1976.

Mr. Strand and his wife Cathy live in East Lansing, Michigan, and have two sons, Michael and Matthew.



## *Legislative Council Agencies*

### *Legislative Service Bureau*



The Legislative Service Bureau is a nonpartisan agency providing all members of the Michigan Legislature with a variety of services on a confidential basis. With oversight by the Legislative Council Administrator and pursuant to policies adopted by the Legislative Council, the Bureau provides legal counsel on bill drafting and other legislative drafting matters, research services, printing services, and telecommunications operations for all legislators and legislative staff. The Legislative Service Bureau's main operations are located in the Boji Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-0170. John G. Strand, Legislative Council Administrator.

### *Legislative Corrections Ombudsman*

Act 46 of 1975, being §§ 4.351 to 4.364 of the Michigan Compiled Laws, provides for the creation of a corrections ombudsman within the structure of the legislative branch. The ombudsman, who is appointed by the Legislative Council on recommendation of the Council Administrator, is authorized to investigate complaints of administrative actions by the Department of Corrections which are alleged to be contrary to law, contrary to departmental policy, unaccompanied by an adequate statement of reason, or based on irrelevant, immaterial, or erroneous grounds. The Office of the Legislative Corrections Ombudsman is located in the Boji Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-8573. E-mail: [ombudsman@legislature.mi.gov](mailto:ombudsman@legislature.mi.gov). Keith Barber, Legislative Corrections Ombudsman.

### *Joint Committee on Administrative Rules (Staff)*

The Joint Committee on Administrative Rules is a statutorily created bipartisan legislative committee, comprised of 5 House and 5 Senate members, and is responsible for the legislative oversight of administrative rules proposed by state agencies. The staff assigned to assist the committee is responsible for processing rules transmitted to the committee by state agencies, scheduling committee hearings at the direction of the committee chair, providing members with the background and legal analysis of the rules, and reviewing proposed legislation to determine whether rulemaking authority is, or should be, necessary to carry out the legislative intent of proposed legislation. The staff falls under the Legislative Council for supervisory and budgetary functions and is located in the Boji Tower, 124 W. Allegan, Lansing, MI 48909. Phone: (517) 373-6476. John G. Strand, Legislative Council Administrator.



## ***Michigan Commission on Uniform State Laws***



Two legislative members appointed by the Senate Majority Leader, 2 legislative members appointed by the Speaker of the House, the director of the Legislative Service Bureau or the director's designee, and 3 non-legislative members appointed by the Legislative Council serve as Michigan's delegation to the National Conference of Commissioners on Uniform State Laws pursuant to Act 268 of 1986.

Michigan's delegation meets and confers with commissioners from other states to bring about uniformity of state law in instances where wide variations in state law could tend to complicate the resolution of interstate problems. In addition to "uniform acts" such as the Uniform Commercial Code, which every state is urged to adopt, the National Conference of Commissioners on Uniform State Laws also drafts "model acts" to guide legislatures dealing with issues that need not be treated uniformly by all states. Some models, such as the Model State Administrative Procedures Act, have been adopted for use by most states. The commission's address is 124 W. Allegan, Lansing, MI 48909-7536. Phone: (517) 373-0212. John G. Strand, Legislative Liaison.

### **MICHIGAN COMMISSION ON UNIFORM STATE LAWS**

#### ***Appointed by Legislative Council***

JAMES J. WHITE (Chair)  
THOMAS J. BUITEWEG  
KIERAN MARION

#### ***Appointed by Senate Majority Leader***

SENATOR TONYA SCHUITMAKER  
SENATOR STEVEN BIEDA

#### ***Appointed by Speaker of the House***

REPRESENTATIVE KLINT KESTO  
REPRESENTATIVE DEREK MILLER

#### ***Designated Under Act 268 of 1986***

JOHN G. STRAND, Legislative Council Administrator



## ***Michigan Law Revision Commission***



Legislation enacted in 1965 establishing the Legislative Council, Act 412 of 1965 (since superseded by Act 268 of 1986), also authorized the creation of a law revision commission to "examine the common law and statutes of the state and current judicial decisions for the purpose of discovering defects and anachronisms in the law and recommending needed reforms." The commission makes an annual report to the Legislative Council. The Office of the Legislative Council Administrator organizes and coordinates commission activities and provides staff assistance when needed. Jane Wilensky, Executive Secretary. Phone: (517) 373-0212. Legislative Contact: John G. Strand.

### **MICHIGAN LAW REVISION COMMISSION**

#### ***Appointed by Legislative Council***

RICHARD D. MCLELLEN (Chair)  
ANTHONY DEREZINSKI (Vice Chair)  
GEORGE WARD  
JUDGE WILLIAM C. WHITBECK

#### ***Appointed by Senate Majority Leader***

SENATOR TONYA SCHUITMAKER  
SENATOR BERT JOHNSON

#### ***Appointed by Speaker of the House***

REPRESENTATIVE PETER LUCIDO  
REPRESENTATIVE ROSE MARY ROBINSON

#### ***ex officio***

JOHN G. STRAND, Legislative Council Administrator



## ***State Drug Treatment Court Advisory Committee***



Public Act 224 of 2004 provided for the creation of the State Drug Treatment Court Advisory Committee in the Legislative Council and went into effect on January 1, 2005. Comprised of 18 members, with the State Court Administrator (or his/her designee) being one member, and the Speaker of the House and Senate Majority Leader jointly appointing the other 17 members, the advisory committee monitors the effectiveness of drug treatment courts and veterans treatment courts and the availability of funding for those courts.

The State Drug Treatment Court Advisory Committee is statutorily required to meet at least quarterly and presents recommendations regarding proposed statutory changes for drug treatment courts to the Legislature and the Supreme Court in the form of an annual report. The Office of the Legislative Council Administrator organizes and coordinates committee activities and provides staff assistance when needed.

## **STATE DRUG TREATMENT COURT ADVISORY COMMITTEE**

### ***Appointed by Senate Majority Leader and Speaker of the House***

THE HONORABLE AMY RONAYNE KRAUSE (Chair)

THE HONORABLE WILLIAM T. ERVIN (Vice Chair)

JESSE BILLINGS

THE HONORABLE JODI DEBBRECHT SWITALSKI

THE HONORABLE SUSAN L. DOBRICH

STEPHANIE DRURY

THE HONORABLE HARVEY J. HOFFMAN

JANETTE KOLODGE

ANDREW KONWIAK

DOUGLAS R. LLOYD

THE HONORABLE FREDERICK R. MULHAUSER

SHERIFF THOMAS REICH

MARK RISK

STACY SALON

GARY P. SECOR

THE HONORABLE RAYMOND P. VOET

MARK A. WITTE

### ***Designated Under Act 224 of 2004***

DR. JESSICA PARKS



## ***Criminal Justice Policy Commission***

Public Act 465 of 2014 provided for the creation of the Criminal Justice Policy Commission within the Legislative Council. This 17-member commission is to review and analyze information regarding state and local sentencing and proposed release policies and practices. The Commission is to develop modifications to the sentencing guidelines for recommendation to the legislature. The Office of the Legislative Council Administrator coordinates commission activities and provides staff assistance when needed.

BRUCE CASWELL, Hillsdale (Chair)

STACIA BUCHANAN

SENATOR PATRICK COLBECK

REPRESENTATIVE VANESSA GUERRA

D.J. HILSON

SENATOR BERT JOHNSON

KYLE KAMINSKI

SHERYL KUBIAK

BARBARA LEVINE

SARAH LIGHTNER

LAURA MOODY

LARRY STELMA

JENNIFER STRANGE

THE HONORABLE PAUL STUTESMAN

ANDREW VERHEEK

THE HONORABLE RAYMOND P. VOET

REPRESENTATIVE MICHAEL WEBBER

## ***Michigan Consumers Council***

Act 277 of 1966, being §§ 445.821 to 445.829 of the Michigan Compiled Laws, provides for the Michigan Consumers Council to “formulate and direct a program for the protection of individual consumers from harmful products and merchandise, false advertising, and deceptive sales practices.”

The council is composed of 3 nonlegislators appointed by the Legislative Council, 3 members appointed by the governor, as well as the secretary of state, the attorney general, and the head of the Department of Commerce. The agency has not received funding since 1991 and is currently unstaffed for budgetary reasons.



## ***Other Agencies***

### ***Michigan Capitol Committee***

Established by Act 123 of 1987, this bipartisan, bicameral legislative and executive committee is composed of equal membership from the Senate, the House of Representatives, and the executive office. Four members are appointed by the Senate Majority Leader, 4 by the Speaker of the House of Representatives, and 4 by the governor. Members serve 2-year terms and may be reappointed.

The Michigan Capitol Committee makes recommendations to the Michigan State Capitol Commission regarding the restoration and preservation of the State Capitol, and the management, operation, development, construction, renovation, maintenance, and repair of the building and its grounds. Contact: Dan Brocklehurst, (517) 373-0184.

## **MICHIGAN CAPITOL COMMITTEE**

### ***Appointed by Speaker of the House***

REPRESENTATIVE RICK OUTMAN  
REPRESENTATIVE KATHY CRAWFORD  
REPRESENTATIVE ARIC NESBITT  
REPRESENTATIVE ANDY SCHOR

### ***Appointed by Senate Majority Leader***

SENATOR ARLAN MEEKHOF  
SENATOR MIKE KOWALL  
SENATOR GOEFF HANSEN  
SENATOR STEVEN BIEDA

### ***Appointed by Governor***

VACANT

