



STATE OF VERMONT
OFFICE OF LEGISLATIVE OPERATIONS

MEMORANDUM

To: Legislative Advisory Committee on the State House
From: Mike Ferrant, Director of Legislative Operations
Date: July 30, 2021
Subject: Office recommendations for the 2022 Legislative Session

After much discussion, analysis, and coordination the Office of Legislative Operations recommends the following configuration of our personnel for the 2022 Legislative Session. I have reviewed this space at 2 Aiken Ave with BGS Architect. We understand this move is temporary and may adjust after the session. We look forward to being part of those long-term discussions and decisions as well. We thank the Committee for the ability to testify and formulate this recommendation.

1. We believe the most efficient and effective configuration of our office for the General Assembly is to move the Director of Legislative Operations and the Supervisor of Committee Services into Room 32 of the State House. We further recommend that the Administrative Assistant and Operations Coordinator move office space to the two office rooms on the first floor of 2 Aiken Ave.
2. We recommend reconfiguration of our current space into a coat room for the public and legislators is a good use of that space. As our current work stations are too large for this move, we recommend sending them to surplus storage and purchasing new office desks for the four of us.
3. If 2 Aiken property is not available or the Committee decides against that aspect of this recommendation, we would recommend space in either Rooms 33, 43, 44, or 47. Those 4 former committee rooms could also create that efficiency.
4. We recommend the move be completed no later than November 30, 2021 to allow for training and preparation prior to the 2022 session start.