Ex. Amst. ACT No. 2004-547

l	HB43
2	61985-4
3	By Representatives Salaam, Guin, Buskey, Lindsey, Thigpen,
4	Melton, Coleman (L), Martin, McLaughlin, Venable, Dunn and
5	Fite
6	RFD: Education Finance and Appropriations
7	First Read: 03-FEB-04
Ω	PED: 01/23/2004

2 <u>ENROLLED</u>, An Act,

Relating to the Fair Dismissal Act; to streamline the contest and appeal processes for employees; to provide that employees would have contests of terminations, transfers, and suspensions heard by a hearing officer from the United States Federal Mediation and Conciliation Service; and to provide that the hearing officer's decision in terminations and suspensions for greater than seven days without pay could be appealed by either party to the Court of Civil Appeals.

BE IT ENACTED BY THE LEGISLATURE OF ALABAMA:

Section 1. Sections 36-26-103, 36-26-104, 36-26-105, 36-26-106, 36-26-107, and 36-26-108 are amended to read as follows:

15 "§36-26-103.

"Employment of an employee on permanent status must be terminated only in the following manner:

"The employing board of education shall give notice in writing to the employee, stating in detail the reasons for the proposed termination, the facts upon which such reasons are based, and giving notice of the employee's rights to a hearing as set out herein. Said action of giving notice of termination shall be made only upon recommendation of the superintendent and upon approval of a majority of the members

of the employing board which action shall be reflected in the

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"(a) An employee on nonprobationary status may be terminated only in the following manner: The superintendent shall give written notice to the employing board and the employee of the superintendent's intention to recommend a termination as provided in Section 36-26-102. Such notice shall state the reasons for the proposed termination, shall contain a short and plain statement of the facts showing that the termination is taken for one or more of the reasons listed in Section 36-26-102, and shall state the time and place for the board's meeting on the proposed termination, which meeting shall be held no less than 20 days and no more than 30 days after the receipt of such notice by the employee. The notice shall inform the employee that in order to request a conference with the board, the employee must file a written request with the superintendent within 15 days after the receipt of such notice. At such conference, which shall be public or private at the discretion of the employee, the employee, or his or her representative, shall be afforded the opportunity to speak to the board on matters relevant to such termination. The employee shall have the right to counsel and to have a court reporter record his or her statement, both at the expense of the employee. Thereafter, the board shall determine whether such termination shall be effectuated.

1	"(b) Regardless of whether or not the employee
2	elects to have a conference, if the board votes to terminate
3	the employee, the superintendent shall give notice to the
4	employee of the board's action by providing notice by personal
5	service, by the United States registered or certified mail
6	with postage paid thereon to the employee's last known
7	address, or by private mail carrier for overnight delivery,
8	signature required, with postage paid thereon to the
9	employee's last known address within 10 days of the board's
10	action. Such notice shall be in writing and shall inform the
11	employee of the right to contest the action by filing with the
12	superintendent a written notice of contest of the action
13	within 15 days of the receipt of the notice. Such contest
14	shall be taken by filing a written notice of contest with the
15	superintendent within 15 days after receipt of the notice of
16	the decision of the employing board. If the contest is not
17	timely taken, the board's decision shall be final. The
18	employing board may suspend the employee with pay if the
19	action is taken. However, no pay shall be provided in cases
20	involving moral turpitude. If the board's action is overturned
21	on appeal, pay shall be reinstated. No termination shall be
22	effected until the time for filing notice of contest has
23	expired and, if notice of contest is filed, not until the
24	hearing officer has issued an opinion.
25	"§36-26-104.

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"Notice to the employee shall be served either by personal service or by United States registered or certified mail with postage prepaid thereon, to said employee's last known address. The employing board may suspend said employee with pay until the charges are heard and determined. This section, however, does not mandate pay in cases involving moral turpitude. If such charges are found to be unfounded, pay would be reinstated. Such notice shall also inform the employee that in order to contest said termination, the employee must file with the employing board, within 15 days after receipt of such notice, notice of an intention to contest the termination of said contract. If the employee does not file an intention to contest with the employing board within 15 days after receipt of such notice of intention to terminate said contract, then the employing board may dismiss the employee by a majority vote and such dismissal shall be final.

"(a) If notice of contest is filed pursuant to
Section 36-26-103, the hearing officer shall be selected as
provided in subsection (b) of Section 36-26-114. Upon
selection, the hearing officer shall immediately cause notice
to be given to the parties of the date and time for a hearing,
which date shall be no less than 30 days and no more than 60
days following the appointment of the hearing officer. The
parties shall agree as to the location of the hearing and, if

1	the parties are unable to agree, the hearing officer shall
2	determine the location within the jurisdiction of the
3	employing board. No less than 30 days before such date, the
4	parties shall submit to the hearing officer, with a copy to
5	the opposing party, documents supportive of, or in
6	contravention to, the action, as well as a list of witnesses
7	to be called at such hearing; provided, however, that such
8	witness list or documentary submissions may be amended at any
9	time prior to five days before such hearing. The State
10	Department of Education shall bear the expense of having a
11	court reporter present at such hearing. The hearing officer
12	shall have power to administer oaths and issue subpoenas to
13	compel the attendance of witnesses and production of papers
14	necessary as evidence and/or information in connection with
15	the dispute or claim. If requested, the hearing officer shall
16	issue subpoenas for witnesses to testify at the hearing, under
17	oath, either in support of the charges or on behalf of the
18	employee. The hearing officer shall conduct a de novo hearing
19	and shall render a decision based on the evidence and/or
20	information submitted to the hearing officer. The hearing
21	officer shall determine which of the following actions should
22	be taken relative to the employee: Termination of the
23	employee, a suspension of the employee, with or without pay, a
24	reprimand, other disciplinary action, or no action against the
25	employee. The hearing officer shall render a written decision,

with findings of fact and conclusions of law, within 30 days

after its hearing. Expenses of the hearing officer shall be

borne by the State Department of Education.

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"(b) All appeals of a final decision of the hearing officer shall lie with the Alabama Court of Civil Appeals. An appeal by either party shall be perfected by filing a written notice of appeal with the Clerk of the Court of Civil Appeals within 21 days after the receipt of the final written decision of the hearing officer. Failure to file a timely notice of appeal shall render the decision of the hearing officer final, in which case the employing board shall take possession of the record of the hearing and shall maintain such record for a period of three years. The Court of Civil Appeals shall have no discretion to refuse to hear appeals of final decisions of a hearing officer under this article. Within 30 days after a notice of appeal is filed, the hearing officer shall transmit a hearing officer pursuant to this article. Review by the Court of Civil Appeals pursuant to this article is not a matter of right, but of judicial discretion, and an appeal may be granted only when the court determines there are special and important reasons for granting the appeal. Within 30 days after an appeal is granted, the hearing officer shall transmit the record to the clerk, with the appealing party bearing the costs associated with the preparation and transmission of the record and transcript of the hearing. The decision of the

hearing officer shall be affirmed on appeal unless the Court
of Civil Appeals finds the decision arbitrary and capricious,
in which case the court may order that the parties conduct
another hearing consistent with the procedures of this
article.

"\$36-26-105.

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"An appeal of the decision of the employing board may be filed by the employee within 15 days of receipt of the board's decision by mailing a notice to the superintendent of education and/or president of the junior/technical or community college or institution. Upon receipt of the request, the employing board and the employee may (1) mutually agree upon a person to hear the employee's appeal or (2) select a panel of three persons, one selected by the employing board, and another selected by the employee and a third agreed upon by the two parties listed hereinabove which shall constitute an employee review panel to hear the employee's appeal. If there is no agreement on the selection of a third member within 10 days following the selection of the second member, the probate judge of the county in which the dispute originated shall submit the names of three individuals who are qualified electors of that same county who, in the probate judge's opinion, would be qualified through their experience and training to render a fair and impartial decision as the third member of the employee review panel and said persons

selected for membership on the employee review panel shall not be currently employed in the field of education. From these three names, the employing board shall then strike the first name and the employee shall strike the second name with the person whose name remains becoming the third member of the employee review panel.

"The employing board shall have authority to transfer employees, however, such transfer shall be based upon good and just cause needs of the school or institution, shall not be for political or personal reasons on the part of the recommending authority or any member of the employing board, and shall be without loss of status for the employee.

"§36-26-106.

"Upon the employee review panel's selection to hear a case, the panel shall within 10 days establish a date, place, and time for the hearing to be conducted. The date of such hearing shall in no case be later than 60 days following the decision of the employing board. Upon the completion of a de novo hearing, the panel's decision must be rendered within 45 days. The parties shall have the right of counsel or representation of their choosing. In making its decision, the panel shall consider whether the action of the board or its administrative staff was arbitrary or unjust or for political or personal reasons on the part of any member of the board or its staff and whether the board's action was warranted based

upon the facts of the case and the employment record of the employee. The decision of the panel shall be final and binding upon the parties. Expenses and fees of the employee review panel shall be shared equally by the board and employee.

"The employing board of education may determine the question of the transfer by a majority vote. Its action and vote shall be evidenced by the minute proceedings of the board and shall be only after full compliance with this section. If the employing board determines that such action shall be taken against the employee, the superintendent shall give notice to the employee of the board's action by providing notice by personal service, by the United States Postal Service registered or certified mail with postage paid thereon to the employee's last known address, or by private mail carrier for overnight delivery, signature required, with postage paid thereon to the employee's last known address within 10 days of the board's action. The notice shall be in writing and shall inform the employee of the right to contest the action by filing a written notice of contest of the action within 15 days of the receipt of the notice.

"\$36-26-107.

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"The employing board shall have authority to transfer employees, however, such transfer shall be based upon good and just cause needs of the school or institution and shall not be for political or personal reasons on the part of

the recommending authority or any member of the employing board and shall be without loss of status for the employee.

Appeals of a decision to transfer shall be handled in the same manner as for termination and the decision of the employee review panel shall be final and binding on the parties.

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"No transfer shall be effected until the time for filing notice of contest has expired and, if notice of contest is filed, not until the hearing officer has approved the transfer. The employee shall have the right to obtain a review by a hearing officer of the board's decision. Such contest shall be taken by filing a written notice of contest with the superintendent within 15 days after the receipt of the notice of the decision of the employing board. If the contest is not timely filed, the board's decision shall be final. If notice of contest is filed, the hearing officer shall be selected as provided in subsection (b) of Section 36-26-114. Upon selection, the hearing officer shall immediately cause notice to be given to the parties of the date and time for a hearing, which date shall be no less than 30 days and no more than 60 days following the appointment of the hearing officer. The parties shall agree as to the location of the hearing and, if the parties are unable to agree, the hearing officer shall determine the location within the jurisdiction of the employing board. No less than 30 days before such date, the parties shall submit to the hearing officer, with a copy to

1	the opposing party, documents supportive of, or in
2	contravention to, the action, as well as a list of witnesses
3	to be called at such hearing; provided, however, that such
4	witness list or documentary submissions may be amended at any
5	time prior to five days before such hearing. The hearing
6	officer shall have power to administer oaths and issue
7	subpoenas to compel the attendance of witnesses and production
8	of papers necessary as evidence and/or information in
9	connection with the dispute or claim. If requested, the
10	hearing officer shall issue subpoenas for witnesses to testify
11	at the hearing, under oath, either in support of the charges
12	or on behalf of the employee. The hearing officer shall
13	conduct a de novo hearing and shall render a decision based on
14	the evidence and/or information submitted to the hearing
15	officer. The hearing officer shall determine whether the
16	evidence was insufficient for the board to take the action,
17	whether such action was taken for political or personal
18	reasons, or whether such action was arbitrarily unjust. The
19	hearing officer shall render a written decision, with findings
20	of fact and conclusions of law, within 30 days after its
21	hearing. The decision of the hearing officer shall be final.
22	Expenses of the hearing officer shall be borne by the State
23	Department of Education.
24	"§36-26-108.

"The employing board of education shall have authority to reprimand, censure, or suspend with or without pay, an employee for just cause. Such action on the part of the employing board or its management shall not be for political or personal reasons on the part of the recommending authority or any member of the employing board. The employee shall have the right to contest the board's action by appealing through the same manner as for termination and the decision of the employee review panel shall be final and binding on the parties.

"An employee on nonprobationary status may be suspended for more than seven days without pay for just cause. Such suspension shall not be made for political or personal reasons. The superintendent shall give written notice to the employing board and the employee of the superintendent's intention to recommend a long-term suspension. Such notice shall state the reasons for the proposed suspension, shall contain a short and plain statement of the facts showing that the suspension is for just cause, and shall state the time and place for the board's meeting on the proposed suspension, which meeting shall be held no less than 20 days and no more than 30 days after the receipt of such notice by the employee. The notice shall inform the employee that in order to request a conference with the board, the employee must file a written

l	request	with	the	superintendent	within	15	days	after	the
2	receipt	of su	ıch	notice."			<u>-</u>		

Section 2. Sections 36-26-109, 36-26-110, 36-26-111, 36-26-112, 36-26-113, 36-26-114, and 36-26-115 are added to Article 4 of Chapter 26 of Title 36 of the Code of Alabama 1975, as follows:

\$36-26-109. Major suspensions of employees -- Procedure; hearings.

- (a) At the conference provided in Section 36-26-108, which shall be public or private at the discretion of the employee, the employee, or his or her representative, shall be afforded the opportunity to speak to the board on matters relevant to such suspension. The employee shall have the right to counsel and to have a court reporter record his or her statement, both at the expense of the employee.
- (b) Regardless of whether or not the employee elects to have a conference with the board, if the employing board votes to suspend the employee, the superintendent shall give notice to the employee of the board's action by providing notice by personal service, by the United States registered or certified mail with postage paid thereon to the employee's last known address, or by private mail carrier for overnight delivery, signature required, with postage paid thereon to the employee's last known address within 10 days of the board's action. Such notice shall be in writing and shall inform the

employee of the right to contest the action by filing with the superintendent a written notice of contest of the action within 15 days of the receipt of the notice. The employee shall have the right to obtain a review by a hearing officer of the board's decision. Such contest shall be taken by filing a written notice of contest with the superintendent within 15 days after receipt of the notice of the decision of the employing board. If the contest is not timely taken, the board's decision shall be final. No such suspension shall be effected until the time for filing notice of contest has expired and, if notice of contest is filed, not until the hearing officer has issued an opinion.

§36-26-110. Major suspensions of employees -- Contests.

(a) If notice of contest is filed pursuant to Section 36-26-109, the hearing officer shall be selected as provided in subsection (b) of Section 36-26-114. Upon selection, the hearing officer shall immediately cause notice to be given to the parties of the date and time for a hearing, which date shall be no less than 30 days and no more than 60 days following the appointment of the hearing officer. The parties shall agree as to the location of the hearing and, if the parties are unable to agree, the hearing officer shall determine the location within the jurisdiction of the employing board. No less than 30 days before such date, the

parcies sharr submit to the hearing officer, with a copy to
the opposing party, documents supportive of, or in
contravention to, the action, as well as a list of witnesses
to be called at such hearing; provided, however, that such
witness list and documentary submissions may be amended at any
time prior to five days before such hearing. The State
Department of Education shall bear the expense of having a
court reporter present at such hearing. The hearing officer
shall have power to administer oaths and issue subpoenas to
compel the attendance of witnesses and production of papers
necessary as evidence and/or information in connection with
the dispute or claim. If requested, the hearing officer shall
issue subpoenas for witnesses to testify at the hearing, under
oath, either in support of the charges or on behalf of the
employee. In case a person refuses to obey such subpoena the
board, or its authorized representative, may invoke the aid of
the circuit court in order that the testimony, evidence, or
information be produced; and, upon proper showing, such court
shall issue a subpoena or order requiring such person to
appear before the board or its representative and produce
evidence and/or information and give testimony relating to the
matter at issue. The hearing officer shall conduct a de novo
hearing and shall render a decision based on the evidence
and/or information submitted to the hearing officer. The
hearing officer shall determine which of the following actions

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should be taken relative to the employee: A suspension of the employee, with or without pay, a reprimand, other disciplinary action, or no action. The hearing officer shall render a written decision, with findings of fact and conclusions of law, within 30 days after its hearing. Expenses of the hearing officer shall be borne by the State Department of Education.

(b) All appeals of a final decision of the hearing officer shall lie with the Alabama Court of Civil Appeals. An appeal by either party shall be perfected by filing a written notice of appeal with the clerk of the Court of Civil Appeals within 21 days after the receipt of the final written decision of the hearing officer. Failure to file a timely notice of appeal shall render the decision of the hearing officer final, in which case the employing board shall take possession of the record of the hearing and shall maintain such record for a period of three years. The Court of Civil Appeals shall have no discretion to refuse to hear appeals of final decisions of a hearing officer under this article. Within 30 days after a notice of appeal is filed, the hearing officer shall transmit a hearing officer pursuant to this article. Review by the Court of Civil Appeals pursuant to this article is not a matter of right, but of judicial discretion, and an appeal may be granted only when the court determines there are special and important reasons for granting the appeal. Within 30 days after an appeal is granted, the hearing officer shall transmit

the record to the clerk, with the appealing party bearing the costs associated with the preparation and transmission of the record and transcript of the hearing. The decision of the hearing officer shall be affirmed on appeal unless the Court of Civil Appeals finds the decision arbitrary and capricious, in which case the court may order that the parties conduct another hearing consistent with the procedures of this article.

\$36-26-111. Other disciplinary action - Authorized; notice; conditions.

An employee on nonprobationary status may be suspended for seven days or less without pay, or suspended for any period of time with pay, or reprimanded or censured for just cause. Such other disciplinary action shall not be made for political or personal reasons. The superintendent shall give written notice to the employing board and the employee of the superintendent's intention to recommend such a disciplinary action. Such notice shall state the reasons for the proposed disciplinary action, shall contain a short and plain statement of the facts showing that the disciplinary action is taken for just cause, and shall state the time and place for the board's meeting on the proposed disciplinary action, which meeting shall be held no less than 20 days and no more than 30 days after the receipt of such notice by the employee. The notice shall inform the employee that in order

to request a conference with the board, the employee must file a written request with the superintendent within 15 days after the receipt of such notice.

\$36-26-112. Other disciplinary action to employees -- Procedure; hearings.

- (a) At the conference provided in Section 36-26-111, which shall be public or private at the discretion of the employee, the employee, or his or her representative, shall be afforded the opportunity to speak to the board on matters relevant to such disciplinary action. The employee shall have the right to counsel and to have a court reporter record his or her statement, both at the expense of the employee.
- (b) Thereafter, the board shall determine whether such disciplinary action shall be effectuated. Regardless of whether or not the employee elects to have a conference with the board, if the board votes to take disciplinary action against the employee, the superintendent shall give notice to the employee of the board's action by providing notice by personal service, by the United States registered or certified mail with postage paid thereon to the employee's last known address, or by private mail carrier for overnight delivery, signature required, with postage paid thereon to the employee's last known address within 10 days of the board's action. Such notice shall be in writing and shall inform the employee of the right to contest the action by filing with the

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superintendent a written notice of contest of the action within 15 days of the receipt of the notice. Such contest shall be taken by filing a written notice of contest with the superintendent within 15 days after receipt of the notice of the decision of the employing board. If the contest is not timely taken, the board's decision shall be final. The employing board may suspend the employee with pay if the action is taken. No such disciplinary action shall be effected until the time for filing notice of contest has expired and, if notice of contest is filed, not until the hearing officer has issued an opinion.

\$36-26-113. Other disciplinary action against employees - Contest.

If notice of contest is filed pursuant to Section 36-26-112, the hearing officer shall be selected as provided in subsection (b) of Section 36-26-114. Upon selection, the hearing officer shall immediately cause notice to be given to the parties of the date for submission of written materials relevant to such action, which date shall be no less than 30 days and no more than 60 days following the appointment of the hearing officer. No less than 30 days before such date, the parties shall submit to the hearing officer, with a copy to the opposing party, evidence, information, and/or other documents supportive of, or in contravention to, the action. No later than such date, the parties shall submit written

briefs on the factual and legal issues relevant to the action. The hearing officer will consider the case on the written submissions. The hearing officer shall determine whether the evidence was sufficient for the board to take the action and shall render a written decision, with findings of fact and conclusions of law, within 30 days after the deadline for submission of materials. The decision of the hearing officer shall be final. Expenses of the hearing officer shall be borne by the State Department of Education.

\$36-26-114. Procedures applicable to nonprobationary status disputes in general.

- (a) Notices which are required to be given to the employee shall be served by personal service, by United States registered or certified mail with postage prepaid thereon to the employee's last known address, or by private mail carrier for overnight delivery, signature required, with postage prepaid thereon to the employee's last known address.
- (b) If an employee should timely file a contest of a decision as provided in this article, the employing board and the employee shall, within seven days of such filing, either mutually agree upon a person to hear the employee's contest, or submit a joint request for a panel of arbitrators to the Federal Mediation and Conciliation Services' Office of Arbitration Services (FMCS). The joint request shall specify that the parties prefer a hearing officer who is experienced

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in employment law. Thereafter, FMCS shall submit to each party an identical list of names of persons chosen to serve as a hearing officer in such matter. Each party shall have 10 days from the date of receipt of the list to strike any name to which it objects, number the remaining names in the order of preference, and return the list to FMCS. If a party does not return the list within the time specified, all persons named therein shall be deemed acceptable. From among the persons who have been approved on both lists, and in accordance with the designated order of mutual preference, the FMCS shall invite the acceptance of a hearing officer to serve. If the parties fail to agree upon any of the persons named, if those named decline, or if for any other reason the appointment cannot be made from the submitted lists, FMCS shall make the appointment from among other members of the panel. FMCS will formally appoint the hearing officer, who shall be known for purposes of this article as the "hearing officer."

§36-26-115. Direct appeal by certain employees denied hearing before local board of education.

An employee who has attained nonprobationary status and has been denied a hearing before the local board of education as required by Section 36-26-102, 36-26-105, 36-26-108, or 36-26-111 shall have the right to appeal directly to the Chief Administrative Law Judge of the Office

1 of Administrative Hearings, Division of Administrative Law 2 Judges, Office of Attorney General for relief. The Chief 3 Administrative Law Judge shall appoint an administrative law judge to address the issue raised in the appeal. The appeal 5 shall state facts sufficient to allow the judge to determine 6 tentatively whether or not the local board of education has 7 complied with Section 36-26-102, 36-26-105, 36-26-108, or 36-26-111. The local board may answer or deny in writing the 8 9 facts set out in the employee appeal and, if it fails to so 10 deny, the facts set out in the appeal must be taken as true. The judge shall review the employee's request and the local 11 12 board's answer or denial and shall determine, with or without 13 a hearing, whether or not the local board of education has 14 complied with Section 36-26-102, 36-26-105, 36-26-108, or 15 36-26-111. Based upon its findings, the judge shall do one of 16 the following: (1) Order a hearing before the local board, (2) 17 determine that the employee has been transferred, suspended, 18 or dismissed in violation of the law and rescind the action 19 taken by the local board, or (3) sustain the action taken by 20 the local board. Action taken by the Administrative Law Judge 21 under this section shall be final.

Section 3. The Legislature shall annually appropriate funds to carry out all components of this act assigned to the State Department of Education.

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Section 4. If a court of competent jurisdiction adjudges invalid or unconstitutional any clause, sentence, paragraph, section, or part of this act, such judgment or decree shall not affect, impair, invalidate, or nullify the remainder of this act, but the effect of the decision shall be confined to the clause, sentence, paragraph, section, or part of this act adjudged to be invalid or unconstitutional.

Section 5. All laws or parts of laws which conflict with this act are repealed.

However, in those cases where the board of education has voted to propose the cancellation of the contract of a non-probationary employee, transfer of a non-probationary employee, or the termination of the contract of a probationary employee, prior to the effective date of this act, the process under which those cases will be heard shall be that process in place prior to the effective date of this act.

Section 6. This act shall become effective immediately July 1, 2004 following its passage and approval by the Governor, or its otherwise becoming law.

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10 11	amended by Ex	ed by the House 12-FEB-04 and recutive Amendment 17-MAY-04. AS 98, NAYS 0	was passed again as
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17	Senate	06-MAY-04	Passed
18	Senate	17-MAY-04	Passed, as amended by Exec. Amendment
19			Yeas 31, Nays 3, Abstains 0

APPROVED 5-24-04 TIME 8:01 am

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