



LEGISLATIVE
SERVICES AGENCY

Serving the Iowa Legislature

LEGISLATIVE INFORMATION

LEGISLATIVE INFORMATION OFFICE

The Legislative Information Office (LIO) provides information concerning the Iowa General Assembly. As part of the nonpartisan Legislative Services Agency (LSA), the Legislature's legal, fiscal, and computer services agency, the LIO has access to the most current information on the actions and procedures of the Iowa Legislature. The LIO responds to inquiries from the general public, private and public agencies, and business interests with nonpartisan information about the Iowa General Assembly. The office includes two public access computer terminals, for any member of the public to access legislative information using the Iowa General Assembly's Internet site: www.legis.iowa.gov

E-mail: lioinfo@legis.state.ia.us

Legislative Information Office – Room G16

Legislative Services Agency

Iowa State Capitol, Des Moines, Iowa 50319

Telephone: 515-281-5129

LIO Publications and Services

- Bill Status
 - The LIO responds to both telephone and e-mail inquiries regarding the Iowa General Assembly, which include providing current bill status; finding the bill numbers of pending legislation; locating information regarding legislators; and supplying contact information for legislators.
 - *Session Daily* is an on-line publication, which lists all bills dealt with the previous day in both the Senate and House. All bills and committees are hyperlinked for more detailed information. This publication is also available on the *Listserv* e-mail delivery system.
- Educational Materials
 - The LIO publishes many informational flyers regarding the Iowa Legislature that are available in both hardcopy form and on the Iowa General Assembly's Internet site. These publications include: *How a Bill Becomes a Law*, *Iowa's Budget Process*, *Iowa Legislature and the United States Congress*, *Iowa State Capitol Tour Quiz*, *Iowa State Symbols*, *Legislative Terminology*, *Lobbying: A Citizen's Guide*, *Participation in Making Iowa's Laws*, *The Three Branches of Government: How They Work in Iowa*, *What is a Legislator? What is Their Job?*, and *Where and How to Find Legislative Information*.
- LIO Outreach
 - The LIO staff is available to speak on the legislative process at on-site and off-site locations during the interim between sessions.
 - The LIO also serves as the international protocol office, welcoming international guests and dignitaries. International guests are provided with information on the legislative process in Iowa. Staff coordinates meetings between Iowa legislators and visiting international dignitaries, and assists in arranging diplomatic receptions for international guests.
 - The LIO provides an assortment of gifts for purchase by legislators, legislative staff, and the general public representing the state of Iowa or Iowa State Capitol. These gifts are used by legislators for fund-raisers, silent auctions, and may be presented as gifts or as recognition of accomplishment. Many international visitors also receive these items as gifts.

Tours of the Capitol

The Iowa Capitol Tour Guides conduct tours of the Capitol weekdays and Saturdays free of charge. Tours can be scheduled between 8:15 a.m. and 2:30 p.m. Tours last approximately one hour. The tour guides also provide general information at the information desk located in the northwest corner of the center of the rotunda on the ground floor of the Capitol. The Iowa State Capitol Gift Shop is also located in the tour guide area.

- **Contact**

- To schedule tours Monday through Saturday, call 515-281-5591, or access electronic scheduling available on the Iowa General Assembly's Internet site.
- Building Hours—Monday through Friday, 6:00 a.m. to 5:00 p.m.—Saturday, 9:00 a.m. to 4:00 p.m.

- **Iowa State Capitol Gift Shop**

- Monday through Friday, 9:00 a.m. to 4:00 p.m.—Saturday, 10:00 a.m. to 4:00 p.m.

LEGISLATIVE SERVICES AGENCY

Another primary source for information concerning the Iowa General Assembly is the LSA.

Legislative Services Agency
Room G01, Iowa State Capitol
515-281-3566

The LSA publishes reports, calendars, budget documents, issue reviews, legal briefings, and many other items. The LSA also publishes the interim calendar and the "Fiscal Update" periodically during the interim. These publications are available on the Iowa General Assembly's Internet site and through the *Listserv* e-mail delivery system.

Computer Services

The Computer Services Division provides nonpartisan technology solutions and support to the General Assembly and its staff. The Division maintains the General Assembly's computer systems, local area network, and Internet and Intranet sites.

Legislative Computer Services
Miller Building
Des Moines, Iowa 50319
515-281-6766

IOWA GENERAL ASSEMBLY INTERNET SITE

www.legis.iowa.gov

The Iowa General Assembly's Internet site is a source for the Iowa Legislature. Data is available on all legislation introduced, status of bills, and subsequent actions by the Governor. A current log of daily floor action is featured during session, in addition to audio and video links to each chamber during floor debates. Legislator listings, photos, and contact information are accessible.

Legislation

Bills are an important part of the legislative process. Bill tracking is provided on the Internet. Multiple versions of a bill or study bill (committee sponsored bill) can be located on the site. Bill versions, amendments, resolutions, study bills, bill histories, fiscal notes, and sponsor information are listed. Bills can be located by number, subject, legislator (or floor manager), or committee. Amendments can be located by amendment number or bill number, by sponsor, and by date.

Bill lists are available on the Internet site that will follow a specific interest. Enrolled bills (bills passed by both chambers in identical form), similar and companion bills, and bill dispositions are also featured. Fiscal notes and fiscal analysis of bills, analysis of fiscal impact on administrative

rules, and appropriations tracking are listed, as well as general budgeting information, interactive budget references, and fiscal service publications.

Committees

Standing committees, joint appropriations committees, Legislative Council, permanent statutory committees, and interim committees are listed.

Legislative Central Staff Agencies

Central nonpartisan staff, including the LSA (which includes Administrative Services, Computer Services, Legal Services, and Fiscal Services divisions) and the office of the Citizens' Aide/Ombudsman, are detailed.

Iowa Laws

The Iowa Code, Administrative Code, Iowa Acts, and the Iowa Constitution are accessible on the site, as is the Iowa Administrative Bulletin and Iowa Court Rules (judicial branch).

Publications

All legislative publications and archival records are listed and stored on the Internet site. A complete listing can be found on the site. An audio/video presentation page is available featuring legal, fiscal, and Capitol audio and /or video items of interest.

Lobbyists

Lobbyist information is also available, including a lobbyist registration form, amendment/cancellation form, lobbyist client report, reception report, and declaration forms for both Senate and House files.

CONTACTING LEGISLATORS

To reach Legislators during session, contact them at their home address and telephone (call the LIO or most home contact information for legislators is also located on the Iowa General Assembly's Internet site). Legislators may also be reached during session through the switchboards.

- Iowa Senate Switchboard (during session only)
 - Senate: 515-281-3371, T.D.D. number: 515-281-3789
- Iowa House of Representatives Switchboard (during session only)
 - House: 515-281-3221, T.D.D. number: 515-281-8455

STATE LIBRARY OF IOWA—LAW LIBRARY

The State Library of Iowa—Law Library provides information and research on the Code of Iowa; research on past legislation (1846 to present); 50 state codes and case law information; legal journals and individual titles on special subjects; federal laws; and regulation and case law.

- Location
 - Second floor, Iowa State Capitol.
- Contact
 - Call the State Library of Iowa—Law Library at 515-281-5124, 8:00 a.m. to 4:30 p.m., Monday through Friday.

The LIO is available to assist with Iowa General Assembly Internet navigation and all information concerning the Iowa General Assembly.

12/04/13

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Iowa State Capitol

Iowa General Assembly web site: www.legis.iowa.gov

