



Summarized Minutes: House Chambers

13 September 2013

Location	Start	End	Prepared By	Company
318 Capitol St. Paul, MN	8:30 a.m.	10 a.m.	Michael Bjornberg	HGA

Attendees					
A	Al Mathiowetz, House	A	Travis Waite, House CCO	A	Brad Kult, HGA
A	Wayne Waslaski, RECS	A	David Hart, MOCA	A	Jeff Lee, HGA
A	Pat??	A	Jayne Vandenburg, SCA	A	Kimberly Monson, HGA
A	Gail Romanowski, House			P	Zachary Poynter, HGA

A – Full Attendance P – Partial Attendance Blank – Did Not Attend

These minutes will be held as part of the permanent records for this project unless amended in writing within seven (7) days. (Item number designations are “item” – “meeting origination number”).

Item No.	Discussion Item	Resp.	Target Date
001-001	<p>The scope of work expected to take place in the Chamber was discussed. The following items were brought up as areas of concern in the existing chambers. A follow-up meeting will be scheduled to confirm which items will be addressed as part of the project.</p> <p>General Work</p> <ul style="list-style-type: none"> A. New Carpet in Chamber and in Retiring Room B. Sprinkler systems to be installed as necessary per code. C. Heating and Cooling systems to be upgraded, new diffuser locations determined as necessary and installed in a historically appropriate manner. 		
002-001	<p>Cable/Wiring</p> <ul style="list-style-type: none"> A. The 1989 renovation put trench/conduit pathways in floor. Administration should have As-Built drawings. See house photo of open trenches and conduit. Hopefully this project will not need to modify the trench locations, just utilize existing conduit/trenches in floor. The design team will need to verify that the existing pathways are large enough to accommodate any required changes. B. Possible installation of Cat 6A (replacing Cat 5) in existing trenches below floor. House to determine if this is necessary. The Cat 6A cable is larger than the existing Cat 5 cabling. C. The power outlets are in an awkward place under the desks. There's a single power outlet that's sunk in a circular hole in the floor. The chair wheels can fall into the outlet hole and the sunken circle does not accommodate the modern adaptor plugs. Either new floor boxes will be considered, or a power outlet incorporated into the desk. D. Each desk has a phone line. There is an incoming call indicator light on the desktop, and the phones are stored in the desk drawer. E. The Design Team to examine new locations for data outlets, because they're in a kick space right now. Historical society will need to weigh in on any penetrations in the desks. F. Each desk has Page Call button. Connects to lighted panel on back wall to indicate the member needs a Page. Existing page display boards on either side of entry shall remain. G. The 70V speakers in offices are used to call members to the House chambers. 		
003-001	<p>Voting System</p> <ul style="list-style-type: none"> A. Existing voting system is in proper working condition and meets functional 		

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	<p>needs. An Engineer out of Florida designed it originally. It has been kept up by local contractors, State electricians, and State technicians. The State has a consultant who can help answer questions on the voting system.</p> <p>B. Cabling for voting system may be labeled and disconnected, but wiring can remain intact while desks and carpet are removed.</p> <p>C. The voting system has three head-end PCs, which may need to be updated.</p> <p>D. The voting system should be on back-up power.</p> <p>E. Leave tally board with member names as is with 1970s bronze frame.</p> <p>F. Currently have square plasma TV screen above side doors. Readability is good but will likely need to replace this in the future. A decorative frame was created in the wall for the screen. New horizontal format will reduce available area for text. The Design Team will look into alternatives, or the decorative frame may need to be modified to accommodate more horizontal proportions.</p> <p>G. The voting system is controlled by the Speaker of the House. There is a control panel at the dais and a vote register floor layout board. The vote register floor layout board needs to be replaced because the lights are failing. The voting system consultant has a suggestion for a replacement. Shall the House do this on their own, or will it be replaced as part of the project budget?</p> <p>H. Voting system is self-contained, and shall remain so. Not connected to networks or any other computer. This is for security purposes. If necessary, roll call data can be downloaded at the end of the day using a temporary data connection.</p>		
004-001	Audio System (Microphones)		
	<p>A. The volume knob at the desk is for the headphone volume, not for the desk mounted speaker. Members often choose the headphone option, possibly due to the room acoustics.</p> <p>B. Microphones at desks use optical switches. When the microphone is removed from the cradle it activates. Uses mix-minus configuration (the speakers at five desks surrounding the active microphone are muted). House is happy with how the existing microphones function.</p> <p>C. The House doesn't currently have a button to request to speak. The members stand to request permission to speak, and the Speaker writes down a list. The Speaker can choose speaking order. Culturally, the speaker prefers not to have a record of request to speak queue.</p>		
005-001	Furniture		
	<p>A. Member desks will need to be removed from the chamber and stored during construction to allow for scaffolding to be installed for skylight, lighting, plaster, and decorative paint work.</p> <p>B. Magnetic signs on front of desks were added - includes member's name and district. The "doghouses" were also added to each desk to accommodate systems controls.</p> <p>C. Any modifications to the desks for the infrastructure changes mentioned above would need to be approved by MHS, as the desks are historic.</p> <p>D. New ergonomic chairs at members' desks. (existing Gunlocke chairs were purchased in 1971/ brown fabric seat & brown leather back / 4-star bases/Al has attic stock of leather).</p>		
006-001	Acoustics		
	<p>A. The audio on recordings of the chamber proceedings are clear and audible, so the microphones seem to be working properly and not affected by acoustic problems.</p> <p>B. The acoustic problems do effect occupants in the room. In some areas you can easily hear conversations – even quiet ones – that are happening across the room.</p> <p>C. Dead zones exist along Pages benches in front of and adjacent to the dais. It is very hard to hear anything in these areas. Sound reinforcement may be necessary.</p> <p>D. Two round speakers are located behind wall fabric in nearly every wall panel.</p>		

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	Vertical speakers high on the front wall are currently turned off or don't work.		
	E. There are also acoustical panels built into the walls around the room. The fabric panels are very dirty and will need to be cleaned or possibly replaced.		
	F. Prior to the 1989 renovation, there were heavy draperies up in Gallery - but these were removed since they are not historic. They did seem to help with acoustics.		
	G. The project's acoustician will help us determine speaker configuration and acoustic treatments. They will work with the audio system designer to appropriately tune the system.		
	H. Column line array speakers were discussed as a potential option for controlling the direction of sound energy. Column line arrays are designed to keep sound energy from reflecting off the ceiling and floor.		
	I. Cellular chatter (the noise induced on a speaker cable near a transmitting cell phone) hasn't been a big issue in the Chamber, just in the Hearing Rooms and Caucus Rooms.		
007-001	Dais		
	A. Top of dais is slanted which is not necessary (papers slide off)		
	B. They have two printers, one is there as back-up.		
008-001	Lighting		
	A. The current lighting scheme creates hot spots and glares into the Speaker's and Member's eyes.		
	B. It is desired to have a more even light level and to reduce glare. Lighting needs to meet requirements of video recording.		
	C. Dimmer control panel is in control room in the gallery level. The dimmer is at the end of its serviceable life and will need to be replaced.		
	D. Switches are located at the dais and adjacent to the door from Clerks' side office areas.		

cc: E-mailed to the following:

Susan Jones, CPMI	Jim Rinner, JE Dunn	David Hart, MOCA
Paul Oberhaus, CPMI	Rik Myhre, JE Dunn	Paul Brown, MOCA
Wayne Waslaski, RECS	Jeff Callinan, JE Dunn	Joe Stahlmann, MOCA
Gordon Christofferson, RECS	David Slovikoski, JE Dunn	Michael Bjornberg, HGA
Bob Loversidge, SCA	Melinda Shah, SCA	Kimberly Monson, HGA

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