January 7, 2021

Dear Legislator:

Congratulations on your election to the North Carolina General Assembly. I would like to take this opportunity to introduce you to the School of Government and some of the services that the School provides to members of the General Assembly.

The School of Government at the University of North Carolina at Chapel Hill is the largest and most diverse university-based governmental training and research organization in the United States. For over eighty years, the School's faculty—through consultation, teaching, research, and writing—has helped state and local government officials better serve the citizens of North Carolina.

The School's Legislative Reporting Service is the only comprehensive source of daily information on the activities of the General Assembly. The Legislative Reporting Service (LRS) website provides immediate access to the General Assembly's daily business, including summaries of every filed bill, amendment, committee substitute, and conference report. The website also provides access to summaries for bills on each day's House and Senate calendars and allows users to search for bill summaries according to subject matter categories, monitor and organize selected bills through the "My Bills" feature, and create reports tailored to individual interests. This information is available on the Legislative Reporting Services website at http://lrs.sog.unc.edu. Information on and summaries for individual bills are available without logging into the website. If you would like to use the "My Bills" or "My Monitors" features, you will need to log into the website (documents detailing these two features are attached). In order to create a login for the site, visit lrs.sog.unc.edu and click on the "Create a Free Account" link.

We also electronically distribute the *Weekly Status Report*, which provides information regarding the current status of all pending legislation. Upon adjournment, we also provide the *Index of Legislation,* an annual compilation of status reports of the session's legislation. In addition, analyses of enacted legislation written by School faculty will be posted to the LRS website.

Other legislative services provided by the School of Government include research and consultation for individual legislators, work for legislative committees and study commissions, and participation in legislative orientation conferences.

If you would like to receive a complimentary copy of any of the School of Government's publications, please email Tom Buske at buske@sog.unc.edu with your requested items and identify yourself as a member of the General Assembly.

The Legislative Reporting Service office is located in room 10 of the State Legislative Building, around the corner from the cafeteria. During the session, please feel free to come by our office to meet the staff or call me (3.2484) if we can be of any assistance to you. We look forward to serving you and other members of the General Assembly during the coming years.

Sincerely yours,

Christine B. Wunsche

Christine Wunsche
Director, Legislative Reporting Service

Track Bills Using My Bills

Track

Each bill, bill summary, and bill overview page offers you a "track bill" option. These bills get saved in the individual lists "My Bills," and "My Bills: Summaries." These personalized overviews offer access at a glance to the most recent LRS summaries and actions by the General Assembly.

Track Bills on Bill Pages
- To track a bill, you can use the "Instant Bill Locator" and type in the bill number (e.g., H 14).
- Once you have accessed the bill, choose "Track Bill," located under Subscriber Actions.
- One you have tracked the bill, the link changes to "Remove Bill Tracking," which allows you to revert your choice.

Track Bills on Overview Pages
- Another option to track bills is the overview "All Bills." Click "Track Bill" in the Column "Track." One you have tracked the bill, the link changes to "Remove Bill Tracking."

Access "My Bills"
- To access the bills you are tracking, click on "My Bills" in the Subscriber Tools.

- You can sort chronologically by date of last action, alphabetically by bill short title or the description of the last action, or numerically by number of comments (column "Com.").
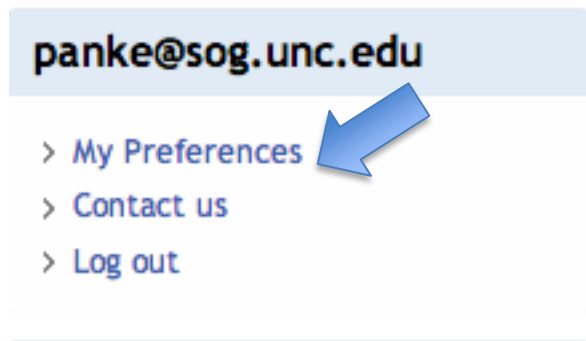
My Bills

9 bills tracked

Bill #	Bill short title	Filing date	Last Action	L.A. date	View	Com.	Track	F1	F2	F3	F4
H1228	HONOR EDENTON'S 300TH ANNIVERSARY.	Jun 25 2012	Ref To Com On Rules and Operations of the Senate (Senate Action)	Jun 28 2012	Summ.		Remove Bill Tracking	F1	F2	F3	F4
H1226	RALEIGH FIRE DEPARTMENT'S 100TH ANNIVERSARY.	Jun 14 2012	Ref To Com On Rules and Operations of the Senate (Senate Action)	Jun 21 2012	Summ.		Remove Bill Tracking	F1	F2	F3	F4
H1221	MODIFY EO85/PUBLIC HEALTH.	Jun 5 2012	Ref To Com On Judiciary Subcommittee C (House Action)	Jun 6 2012	Summ.		Remove Bill Tracking	F1	F2	F3	F4

Organize Tracked Bills in Folders
You have up to four folders to organize your tracked bills. By clicking on F1, F2, F3 or F4 in the My Bills overview, the bill gets sorted to into the respective folder.

Please note, once you move a tracked bill to a folder, the bill will be moved to the folder and will no longer appear in the main My Bills folder.

You can name each folder individually based on your research and tracking interest under 'My Preferences'.

panke@sog.unc.edu

> My Preferences
> Contact us
> Log out

Look for:
My Bills Folder Names (F1,F2,F3,F4)
Click 'add'.

Add new My Bills folder name

Folder name

[   ]

[Save]

Access "My Bills: Summaries"

- For an alternative, descriptive view of the bills you are tracking, click "My Bills: Summaries" in the Subscriber Tools.
- This view shows you all existing summaries of each bill you are tracking. You can choose a specific summary by clicking "View summary."
- Note that you can jump from the bill summary to the bill itself by clicking its short title.
- Also, each summary lists the categories the bill falls into. From here, you can access more bills from the same category.

PUBLIC/HOUSE BILLS

H 14 (2011-2012) **USE R&R FUNDS FOR 2011-2012 MEDICAID COSTS (NEW).** Filed: Jan 27 2011. *TO APPROPRIATE FUNDS FOR SIGNAGE DIRECTING TRAFFIC TO THE VIETNAM VETERANS MEMORIAL, THE BEIRUT MEMORIAL, AND THE COASTAL CAROLINA STATE VETERANS CEMETERY.*

Directs the Department of Transportation to spend up to $50,000 from already-appropriated funds in the Highway Fund to replace old signs and add new signage directing motorists to cited memorials. Effective July 1, 2011.

Intro. by Cleveland, Shepard.   APPROP

View summary   **Budget/Appropriations, Department of Transportation, Military and Veteran's Affairs, Transportation**

H 14 (2011-2012) **USE R&R FUNDS FOR 2011-2012 MEDICAID COSTS (NEW).** Filed: Jan 27 2011. *TO APPROPRIATE FUNDS FOR SIGNAGE DIRECTING TRAFFIC TO THE VIETNAM VETERANS MEMORIAL, THE BEIRUT MEMORIAL, AND THE COASTAL CAROLINA STATE VETERANS CEMETERY.*

House committee substitute makes the following changes to 1st edition. Changes title of the bill to AN ACT TO REQUIRE SIGNAGE DIRECTING TRAFFIC TO THE VIETNAM VETERANS MEMORIAL, THE BEIRUT MEMORIAL, AND THE COASTAL CAROLINA STATE VETERANS CEMETERY.

Intro. by Cleveland, Shepard.

View summary   **Budget/Appropriations, Department of Transportation, Military and Veteran's Affairs, Transportation**

Untrack Bills:

- Once you no longer want to follow the bill, click "Remove Bill Tracking." You can do this in "My Bills," in the "All Bills" overview, or on the bill itself.

Set Up Monitors

The link "My Monitors" in the Subscriber Tools section allows you to set up filters that alert you of legislative activities. You can set up eight different monitors that work just like an advanced search tool. The only difference is that your search settings are saved so that you can revisit your personal monitor at any time. These searches are great options to keep up-to-date with the activities of a specific legislator, monitor a topic or county, or research a time period.

My Monitors

Click here to modify all 8 monitor settings

You can set up your monitors in your personal LRS preferences by clicking 'Add'.

LRS Preferences for panke@sog.unc.edu

View   Edit

My Monitors

Anticipate legislative activity by creating up to eight (8) distinct, user-named monitors, which allows you to monitor LRS bill summaries using a range of selection criteria.

Add

Add new My Monitors

Monitor name

Please give this monitor a meaningful label or name

GA session *

– Select a value – ⬍

You must select a GA session for each monitor.

Bill categories

```
– None –
Agriculture
Alcoholic Beverage Control
Animals
Banking and Finance
Business and Commerce
–Consumer Protection
–Corporation and Partnerships
–Insurance
–Occupational Licensing
Constitution
Courts/Judiciary
–Civil
```

Options:
Your monitoring options allow you to filter bills by
- Category,
- Statute and county,
- Date range,
- Search words in the bill text,
- Bill sponsors.

To **select multiple categories** or **deselect a category,** press the command key (Mac) or control key (Windows) while clicking on a category.

Example Monitor:

Monitor 2: Education Preschool, k-12 *(2013-2014 Session)*

Bill categories	Statutes/Counties	Summary date range
Preschool, Elementary and Secondary Education	All statues and counties	All summary dates

Featuring summary text: *any text.* Sponsored by: *Brown, Sane, Tarte, Pate, Hise.*

To get the results for your monitor, click on the monitor title, e.g., 'Monitor 2' in the above example.

How to set up your monitors effectively:
- The filter for categories, bill sponsors, statutes and counties are **cumulative**: The more options you select, the more results you get. Selecting 'Sponsor A', 'Sponsor B' and 'Sponsor C' will retrieve all bills by any of them.
- The search words in the bill text are **selective**. The more search terms you select, the more you are narrowing down the results. Entering 'Term A', 'Term B' and 'Term C' will retrieve only bills that contain all of the terms.

In general, please note that you can decide not to specify some options to widen your search base. If you are too restrictive, you might not yield any results.

Does it seem that you get duplicate results? If a bill has more than one summary, the monitor page will repeat the bill title for each summary it brings up on the results page.