

# THE ADVISORY COMMITTEE ON THE RECORDS OF CONGRESS SUMMARY OF MEETING

June 10, 2022

The Advisory Committee on the Records of Congress convened for its sixty-second meeting at 9:58 A.M. on June 10, 2022. The meeting was held in-person at the United States Capitol Visitors Center.

In accordance with the provisions stated in Public Law 92-463, the meeting was open to the public. The meeting was scheduled from 10:00 A.M. to 12:00 P.M.

## **Members of the Committee present:**

Cheryl L. Johnson, Clerk of the U.S. House of Representatives and Chair of the Committee  
Ann Berry, Secretary of the U.S. Senate and Co-chair of the Committee  
Debra Steidel Wall, Acting Archivist of the United States  
Betty K. Koed, Historian of the U.S. Senate  
Matthew Wasniewski, Historian of the U.S. House of Representatives  
Danna Bell, Educational Resource Specialist, Library of Congress  
Denise Hibay, Director for Collections and Research, New York Public Library  
Tanya Marshall, Vermont State Archivist and Chief Records Officer  
Norman Ornstein, Senior Fellow Emeritus, American Enterprise Institute  
Deborah Skaggs, Archivist (retired), U.S. Senator Mitch McConnell and Elaine L. Chao  
Archives, University of Louisville McConnell Center

## **Others present for all or a portion of the meeting were:**

Karen Paul, Archivist of the U.S. Senate  
Heather Bourk, Archivist of the U.S. House of Representatives  
Richard Hunt, Director of the Center for Legislative Archives (NARA)  
James Wyatt, Assistant Director of the Center for Legislative Archives (NARA)  
Hugh Halpern, Director of Government Publishing Office (GPO)

## **CLERK'S REPORT**

Cheryl L. Johnson welcomed members of the committee and noted it was the first meeting held in person in two years. She also welcomed the co-chair of the Advisory Committee, Secretary of the Senate, Ann Berry, as well as Debra Steidel Wall, Acting Archivist of the United States. Johnson acknowledged the retirement of Archivist of the United States, David Ferreiro, and

thanked him for his years of dedicated service to congressional records. She reported that Republican Leader McCarthy had recently reappointed Guenter Waibel to the Advisory Committee, and although Waibel was unable to attend the meeting she thanked him for his continued service. The Clerk acknowledged that the Advisory Committee's newest member, Norman Ornstein, would provide remarks about his work at the American Enterprise Institute later in the meeting.

Johnson reported that The Office of Art and Archives had tackled some big projects since the Advisory Committee last met. They spent the past couple of months preparing for and transferring records from the 114th and 115th Congresses, as well as newly accessioned records from earlier congresses and records on loan, to the Center for Legislative Archives.

She also thanked Heather Bourk for helping the office of Representative Don Young, who passed away after 40 years of House service, with archiving the office's records.

### **Notable achievements:**

House Archives staff, in collaboration with staff from the Center for Legislative Archives, are in the process of transferring over 4,500 boxes of House records, the equivalent of almost 3.4 million pages of records.

The Archives team spent several months working on updates to the manual provided to Member offices that offers guidance on records management and archiving. The new Member manual was completed in February.

More than 60 Members announced their departure from the House. Staff has contacted each departing Member office about providing guidance on their papers and are participating in the House Chief Administrative Officer's monthly departing Member briefings.

In honor of the 50th anniversary of the passage of Title IX, the House Curatorial Department will unveil a portrait of Representative Patsy Mink, the first woman of color elected to Congress and a staunch advocate of Title IX.

## **SECRETARY'S REPORT**

Secretary Ann Berry thanked the Clerk for presiding over the meeting and welcomed the committee members, those giving reports, and attendees to the first in-person meeting since December 2019. She welcomed Acting Archivist Debra Wall, who served as Deputy Archivist during David Ferriero's tenure. She expressed appreciation to David for his service as Archivist and his dedicated efforts to preserve the records of Congress.

The Secretary noted that Senate historians and archivists are now working in a well-established hybrid system of in office and remote working. The success of remote working due to the pandemic created a formal adoption of a hybrid work for historians and archivists in the

Secretary's office. They now have the option to telework 2 days a week, but still juggle telework days to ensure full in-service coverage.

**Notable achievements:**

Senate historians have continued to invest many hours into revising and reviewing historical content for the newly designed Exhibit Hall in the Capitol Visitor Center, a collaborative project with the House Historian's Office. The new Exhibit Hall is scheduled to open to the public in September.

Senate historians have conducted a special oral history project related to the events of January 6, 2021, interviewing a wide-range of Senate officers and staff about their experiences and perceptions of that day and its aftermath.

The historical content on the Senate website is being updated, revised, and new content created to ensure an informative and user-friendly experience for visitors. Throughout the site, efforts have been made to provide access to primary sources. Digitization of the Historical Office's large image collection continues, with staff working with both inside resources and outside vendors to digitize thousands of images in both negative and print formats. To date, about 35,000 images have been digitized.

**ARCHIVIST'S REPORT**

Acting Archivist Debra Wall thanked the Clerk and Secretary for the warm welcome and the kind words relating to David Ferriero's tenure as he had a very transformational impact on the National Archives.

Wall reported that as of March 28 all National Archives facilities are currently open, but are at different levels of operation with 9 being at high rate of community spread, 14 at medium, and the rest at low per, new CDC guidelines.

The largest backlogs experienced as a result of the pandemic are at the National Personnel Records Center in St. Louis relating to military reference requests to help veterans get benefits. It has been difficult to hire employees and contractors to address this issue, but the agency anticipates elimination of the backlog in separation records or DD-214s by September 2022. All other backlogs should be completed within a year.

**Notable achievements:**

The 1950 Census was released at midnight on April 1st, which included an artificial intelligence index of names.

The Archives is deeply invested in the planning for the semiquincentennial of the founding of our Nation with multiple exhibits and nationwide programs.

## **APPROVAL OF MINUTES**

The Clerk called for a motion to approve the minutes. Motion was made and seconded and minutes were approved.

## **ARCHIVIST OF THE HOUSE REPORT**

House Archivist Heather Bourk wished the committee a good morning. She reported the continued essential work of supporting committees and Members by managing accessions of new records and loans of previously archived records, providing records management guidance, and responding to records-related questions.

### **Notable achievements:**

The update of the records management manual for Members was completed and published in February. It has also been added to the House's transition website for the 117th Congress and is highlighted in monthly departing Member briefings organized by the House's Chief Administrative Officer.

The Chief Administrative Officer included Archives staff in a formal presentation to departing Member offices, as well as a more informal open house discussion of best practices for managing and archiving Member papers.

House Archives staff, along with counterparts in the Senate, as well as representatives from the House and Senate Recording Studios, the Library of Congress, and the National Archives formed a working group to examine challenges around preserving and providing access to congressional floor proceedings and committee hearing video.

First drafts of 60 document descriptions have been researched and written by Archives staff for addition to the Records Search database on the History, Art, and Archives website. They are scheduled to go live by the end of the year. Transcriptions for handwritten documents currently in Records Search were completed and added to the database in May.

## **ARCHIVIST OF THE SENATE REPORT**

Archivist Karen Paul reported Senate Archivists returned to regular onsite work in March with the option of teleworking two days a week. Meetings with other offices and staff remain a mixture of onsite and virtual as preferences and needs allow. Archival transfers from committees and Senate offices continue and transfers to the Washington National Records Center have resumed.

The Preservation Partnership Project between the Secretary of the Senate and Arizona State University to preserve and make available the records of Senator John McCain is now entering its second year and quarterly reports are being received from ASU McCain Archivist Claudia

Willett. These reports, which will continue for the duration of the project, are providing information about costs, challenges, and solutions derived through processing and preserving a large, complex senatorial collection. A final report from ASU on best practices and lessons learned is due in 2024.

At the December meeting, Paul also mentioned a report that was submitted to the Subcommittee on the Legislative Branch in June 2021 recommending expansion of the archiving team. This was graciously accepted by the subcommittee and Secretary of the Senate Ann Berry. The office is currently reviewing applicants for two positions: a Deputy Archivist for Senators' Offices and a Deputy Archivist for Archival and Records Management Training and Services.

### **Notable achievements:**

Since December 2021, the Senate transferred 139 textual accessions totaling 287 cubic feet, from 18 different Senate committees and offices. Loans of textual records totaled 33.5 cubic feet. From December 2021 - March 2022, the volume of electronic records transferred was 2.18 TB in 170 accessions from three committees and offices. There were an additional 22 accessions containing interfiled CDs from four committees. Two electronic records loans were provided totaling 28.9 GB.

A Technical Working Group (TWG) has been created with representatives from the Senate, House, Library of Congress, and National Archives. The TWG is charged to develop technical requirements for congressional video preservation and access that will guide the creation of a memorandum of agreement among all stakeholders, the development of media workflow(s) to satisfy the requirements, and the implementation of systems to execute that workflow. The TWG will provide a written report with recommendations for consideration by the parties to the agreement.

A new archiving initiative has been created with Senate Photo Services, the office that shoots digital imagery for senators and committees upon request. Images belonging to senators comprise the senators' End of Term collections, which are offered to departing senators. Committee and special events images, such as the class photo in the Senate Chamber, will be transferred to the Center for Legislative Archives.

## **DIRECTOR OF THE CENTER FOR LEGISLATIVE ARCHIVES REPORT**

Director Richard Hunt reported that he would start his briefing with good news that makes him especially proud. The Center has a small staff of 16 talented and dedicated professionals with a very big mission to fulfill. This year, five individual staff members, which represents 30 percent of the staff, were recognized by NARA in the Archivist Achievement Awards Ceremony.

Hunt reported that reference demand is expected to increase exponentially in the coming year. Researchers requiring on-site access to records had to defer plans for most of 2020 and 2021, so there is a backlog of researchers who want to schedule visits in the new year and

undoubtedly, new researchers will surface and place new demands for records assistance.

Also, the accessioning of new congressional records from the Senate and House has been especially active. The Senate has transferred over 1.4 million pages so far in midyear, and the House resumed transferring records in May.

On the electronic records front, Center staff has devoted a considerable amount of time to process House and Senate digital committee hearings video for ingest into the Congressional Records Instance of ERA. Digital hearing records were processed from 12 committees stored on 228 DVDs, 52 discs, and one thumb drive ingesting half a terabyte of data into the system.

On the educational outreach front, the Center has devoted most of its time to help develop the agency's National Civics Education Initiative with colleagues in the Education Office and the Presidential Libraries. This initiative is the agency's first coordinated national effort to provide programs and materials to support civics education to an audience of teachers, students, classrooms, home schoolers, and the educational community generally between K through 12.

#### **Notable achievements:**

There is a new server in place for the House and Senate metadata stored in Archivist's Toolkit.

Onsite reference resumed on March 28. There was an influx of onsite researchers in April and May. Over those 2 months, the Center for Legislative Archives received 250 requests from remote researchers and had 115 researchers visit the Archives Research Room. Staff pulled over 1,400 items to serve those researcher requests and answered over 800 researcher inquiries.

Continued to work with the CVC Exhibit Renovation Project.

#### **REPORTS**

Hugh Halpern gave a report regarding the ongoing GPO archival storage project. He announced the award of a contract to begin the design phase of the project to convert fourth floor GPO space into archival storage space for House and Senate records.

Norm Ornstein, who was appointed to the Advisory Committee in December, reported an overview of the work of the American Enterprise Institute and his career-long immersion in Congress as an academic, commentator, and staffer.

James Wyatt, Assistant Director of the Center for Legislative Archives, presented an overview of the Center's Congressional Web Harvest Project and an update on the upcoming 117<sup>th</sup> Congressional Web Harvest.

## **NEW BUSINESS**

While there was no new business reported, several suggestions and comments were made on topics to consider for the next meeting.

## **ADJOURNMENT**

Hearing there was no new business, Clerk Johnson asked for a motion to adjourn. A motion to adjourn was made and seconded and the committee was adjourned at 11:37 p.m.

I hereby certify that, to the best of my knowledge, the foregoing minutes are accurate and complete.

Richard H. Hunt  
DFO Director, Center for Legislative  
Archives

Cheryl L. Johnson  
CHAIR Clerk, U.S. House of  
Representatives

These minutes will be formally considered by the committee at its next meeting, and any corrections or notations will be incorporated in the minutes of that meeting.

RPTR ZAMORA

EDTR SECKMAN

MEETING OF THE ADVISORY COMMITTEE

ON THE RECORDS OF CONGRESS

Friday, June 10, 2022

U.S. House of Representatives,

Washington, D.C.

The meeting began at 9:58 a.m., in room CVC-217, Capitol Visitor Center, Hon. Cheryl L. Johnson [Clerk of the House] presiding.

Members of the Committee Present: Cheryl L. Johnson, Clerk, U.S. House of Representatives; Ann Berry, Secretary, U.S. Senate; Debra Steidel Wall, Acting Archivist of the United States; Matthew Wasniewski, Historian, U.S. House of Representatives; Betty K. Koed, Historian, U.S. Senate; Danna Bell, Educational Resource Specialist, Library of Congress; Norman J. Ornstein, Senior Fellow Emeritus, American Enterprise Institute; Denise Hibay, Director for Collections and Research, New York Public Library; Deborah Skaggs, Archivist, U.S. Senator Mitch McConnell and Elaine L. Chao Archives, University of Louisville McConnell Center; and Tanya Marshall, Archivist and Chief Records Officer, State of Vermont.

Others Participating in the Meeting: Heather Bourk, Archivist, U.S. House of Representatives; Karen Paul, Archivist, U.S. Senate; Hugh N. Halpern, Director,

Government Publishing Office; Richard Hunt, Director, Center for Legislative Archives, National Archives and Records Administration; Jay Wyatt, Assistant Director, Center for Legislative Archives, National Archives and Records Administration.

The Clerk. Good morning, everyone. The meeting of the Advisory Committee on the Records of Congress will now come to order. It is our first meeting in person in 2 years, so I cannot tell you how good it is to be meeting in person and to see everyone.

I would like to take this opportunity to welcome appointees and members of the Advisory Committee and thank you for your continued service and support in our efforts to preserve the history of Congress.

Republican Leader McCarthy has recently reappointed Guenter Waibel to the Advisory Committee. Guenter is unable to join us for today's meeting, but I want to acknowledge his reappointment and thank him for his continued service to the Advisory Committee.

Good morning and welcome to my cochair and friend, Secretary of the Senate, Ann Berry. I look forward to our continued work on the Advisory Committee and on other joint projects shared between the House and Senate.

I would also like to welcome the Acting Archivist of the United States, Deb Wall.

Ms. Wall. Thank you.

The Clerk. It is a pleasure to meet you, and I look forward to your insight on congressional records and your contributions to the work of the Advisory Committee.

As we welcome Deb, I would like to take this opportunity to congratulate former Archivist David Ferriero on his retirement and to acknowledge and thank him for his service to the Advisory Committee and congressional records. During his tenure, David oversaw the construction project to add much needed storage space for congressional records at the Government Publishing Office and shepherded phase 1 of that project to completion. His efforts to modernize the work of the National Archives, including spearheading an agencywide reorganization that grouped the Center for Legislative Archives with similar divisions, and his dedication to making records more accessible left

the agency in a far better position than when he took the helm. He was an engaged and informed member of the Advisory Committee, and I am pleased we were able to work together.

The Office of Art and Archives has tackled some big projects since we last met, and I will provide some highlights of that work now. They have spent the past couple of months preparing for and transferring records from the 114th and 115th Congresses, as well as newly accessioned records from earlier Congresses and records on loan from the Center for Legislative Archives.

House Archives staff, in collaboration with staff from the Center, are in the process of transferring over 4,500 boxes, the equivalent of almost 3.4 million pages of records. The accessions are being transferred from House storage to the recently completed storage space at GPO. I am pleased that phase 1 of the space is up and running and being actively used already. The transfers are expected to be completed by the end of July.

The Archives team has also spent the past several months working on updates to the manual provided to Member offices that offers guidance on records management and archiving. Although the core records management and archiving guidance remains the same, staff have streamlined the text to make it more user friendly and easier to understand. The new Member manual was completed in February, and a copy can be found in your meeting materials.

Archives staff continue to support the recordkeeping needs of committees by providing consultations on records management and archiving best practices, managing the transfer of new records for archiving, and providing in-person and digital access to previously archived records. As we approach the end of the Congress, outreach has included contacting departing committee chairs to remind them of archiving requirements and offering the opportunity to meet with Archives staff to facilitate the archiving process.

Archives staff have also continued to support Member office questions about records management and archiving, which is particularly timely considering that more than 60 Members have already announced their departure from the House. Staff have contacted each departing Member office about providing guidance on their papers and are participating in the Chief Administrative Officer's monthly departing Member briefings.

I will take this moment to go off script and tell you all that Don Young, Congressman Don Young, passed recently, about 2 months ago, and he had served in Congress over 40 years, and if you can imagine the records and documents that his office had retained over 40 years -- and, if there was ever a statement that Heather tells all of the new Members, begin archiving from day one -- and 40 years, the Dean of the House. And I want to thank Heather for her support that she has been giving that office with their archiving.

Thank you so much, Heather.

In the same year, you had 50 Members who have announced their retirement. You have the Dean, who has been here over 40 years. So Heather has been quite busy, and I just want to thank Heather for all of her hard work and commitment.

In honor of the 50th anniversary of the passage of Title IX, the Curatorial Department will unveil a portrait of Representative Patsy Mink, the first woman of color elected to Congress and a staunch advocate of Title IX. Curatorial staff, alongside staff from the House and Senate Historian's Offices, have spent the past several years reworking the content for the permanent exhibition in the Capitol Visitor Center. Featured House records in the updated permanent exhibition include pages from the first House Journal and the Roll Call Tally Sheet documenting passage of the 1965 Civil Rights Act. The redesigned Exhibition Hall will reopen to the public in July.

Progress on the archival storage construction project at GPO continues and is

currently in the design bid stage. We will hear an update on this from GPO Director Hugh Halpern later in the meeting.

I am also looking forward to hearing from the Advisory Committee's newest appointee, Norm Ornstein, about his work at the American Enterprise Institute and an update from the Center for Legislative Archives on the Congressional Web Harvest Project.

I would now like to yield to the distinguished Secretary of the Senate and co-chair of the Advisory Committee, Ann Berry.

Ms. Berry. Thank you, Cheryl.

And welcome, committee members, those giving reports, and attendees, to our first in-person meeting since December 2019.

Welcome to Acting Archivist Debra Wall, who served as Deputy Archivist during David Ferriero's tenure.

I wish to take this opportunity to express our appreciation to David for his service as Archivist and his dedicated efforts to preserve the records of Congress. We will be forever grateful to him for creating Legislative Archives, Presidential Libraries, and the Museum Services Office in 2011. This provided greater visibility and support for the records of Congress. By combining the records of the elected branches of government into one office, we highlight the value and significance of those records and recognize their importance in documenting the history of the major institutions at the heart of American democracy.

We also thank David for providing the Center for Legislative Archives with its own delivery van. This may seem like a minor matter, but it has meant that transfers and loans can be delivered safely and promptly by the Center staff. This is a tremendous benefit to Senate staff who are waiting for loaned records or are needing to get their archiving done

yesterday.

Turning to today's business, I will note that the Secretary of the Senate staff, including our historians and archivists, are now working in a well-established hybrid system of in-office and remote working. The pandemic pushed us forward into teleworking. But the success of remote working over the past 2 years and its anticipated long-term benefits have led to a formal adoption of a hybrid system.

Historians and archivists now have the option to telework 2 days a week. They juggle their telework days to ensure full in-service coverage every day. It seems like the past 6 months evaporated, and so has the 117th Congress as we begin to prepare for end-of-Congress archiving and assist our retiring Senators.

Since our last meeting, in December, the Senate historians and archivists have been busy with many projects. I will mention just a few. Historians Betty Koed, Kate Scott, and Dan Holt have continued to invest many hours into revising and reviewing historical content for the newly designed Exhibit Hall here in the Capitol Visitor Center, a collaborative project with the House Historian's Office. The new Exhibit Hall is scheduled to open to the public in September.

The historians have conducted a special oral history project related to the events of January 6, 2021, interviewing a wide-range of Senate officers and staff about their experiences and perceptions of that day and its aftermath. Interviews are still ongoing.

Associate Historian Kate Scott continues to edit the minutes of the executive sessions of the Foreign Relations Committee, working with outside agencies on declassifications as we continue with the committee's published historical series. Currently, the 1969 volume is under review for declassification, and the office has moved forward with its work on volumes for 1970 and 1971.

Assistant Historian Dan Holt is leading the effort to reorganize the historical

content on the Senate website updating, revising, and creating new content, as needed, to ensure an informative and user-friendly experience for the visitors.

Throughout the site, efforts have been made to provide access to primary sources, highlighting documents from the Senate's rich archival collection. The new design of the site also will include an interactive timeline that will allow the visitors to explore each element of Senate history in a much broader context. Most of this newly designed content will be on the site by the end of the year.

Photo Historian Heather Moore has made excellent progress in the digitization of the Historical Office's large image collection, working with both inside resources and outside vendors to digitize thousands of images in both negative and print form. To date, we have digitized about 35,000 images, and thousands more are currently in process.

Mary Baumann, the Historical Office's online content manager, has led the effort to fully digitize the Senate's oral history collection. When Senate historians began conducting oral history interviews in 1976, recordings were, of course, done on analog cassette tapes. Over the past couple of years, Mary has been working with the Senate Recording Studio to systematically digitize hundreds of old-form interviews and then archive both the cassette tape and the digital files. This aids in preservation, of course, but also makes the interviews ready for online presentations when appropriate.

Senate Historian Betty Koed is in the final stages of completing a new publication, a 300-page illustrated volume titled "Scenes: People, Places, and Events That Shaped the United States Senate."

Senate Archivists Karen Paul, Alison White, and Elisabeth Seelinger have been busy as well, and you will hear more about their activities in the Archivist's report. They continue to take full advantage of virtual technology but are happy to be able to resume in-person meetings when practical or preferred. Now that all Senate staff are comfortable

with virtual technology, it is likely that virtual meetings will remain as a preferred option, especially for systems administrators.

Karen Paul's report will share exciting details of the Senators' Papers Preservation Partnership and will provide an update on Senators' and committee electronic records preservation. She will also report on two new major archiving initiatives with the Senate Recording Studio and Senate Photo Services, both of which have long-term implications for preservation and access to floor proceedings, committee hearing records, and for photographic images.

As our meeting continues today, I look forward to Richard Hunt's report on the Center for Legislative Archives' gradual return to normal workflows. We are hoping this will include reinstatement of the Center's much missed courier service, which will free up a good portion of Deputy Archivist Seelinger's daily schedule.

My Senate colleagues and I extend our thanks to Richard and his team, in particular Thomas Eisinger, Donald Collier, and Greg Shavers, for their dedicated service in transferring our archival records safely to the Archives and for delivering a loan request back to us within 24 hours. Despite all we have been through in recent years, they have kept the Senate archiving going.

And, finally, I am eager to hear Hugh Halpern's update on phase 2 of the Archival Storage Project at the GPO. Thank you.

The Clerk. Thank you very much, Ann.

We will now recognize Deb Wall, Acting Archivist, for her report.

Again, welcome, Deb.

Ms. Wall. Thank you. Thank you very much for the warm welcome. I am very glad to be here representing the National Archives. I have been Acting Archivist since David Ferriero retired at the end of April, although I have been at NARA for 30 years,

including the last 11 as his deputy. He sends his regards. He seems to be really enjoying retirement. And I really appreciate the kind words you both said about David because I certainly feel that way, and he deserves every kudos he gets. He had a transformational impact on the National Archives.

As Acting Archivist, I view my job as steering the ship in the direction he set, and that includes focusing on the objectives in our strategic plan and, of course, continuing to support Congress and maintaining a good relationship with all of you. I am also focused on making sure the next Archivist is set up for success and that there is a smooth transition, and I don't have anything to share on a timeline.

But I do have a few things to share and bits of news that have happened since the last committee meeting. COVID and reopening: we have fully reopened all of our facilities on March 28th. Many were fully open before them, but March 28th was the reentry day. And, like the rest of the executive branch, we have shifted to focusing on the new CDC-defined community levels about community spread, and that is what determines policies about masking, vaccine attestations, things like that.

For your information, this week, 9 of our facilities are at the high level; 14 are at medium, including all the D.C. area facilities, and the rest of our facilities are at low transmission level. And it changes every week, and, therefore, the policies and rules in each facility change every week.

I believe at the last meeting David Ferriero spoke about the backlogs that we have experienced as a result of the pandemic. The biggest and most difficult is the one at our National Personnel Records Center in St. Louis relating to military reference requests to help veterans get benefits.

Our staff is working -- so we are fully reopened, even though we never shut down there. We have always had people working. We are fully reopened. We are working

practically around the clock, three shifts, overtime. We have implemented all sorts of new technology. We are trying to hire new staff and temporary contractors, but we are actually finding a lot of obstacles to that. I think the same issues that the whole country is finding with the workforce we are finding.

We are on track to eliminate the backlog in military reference requests by the end of current fiscal year, so the end of September. And then the other half of the backlog is a little more complicated, and we think that will take at least another year. But we are doing everything we can, and it's a tough slog.

On a much happier and more fun note, the 1950 Census was released at midnight on April 1st. And our staff had been working on that almost for a whole decade, not just digitizing the materials; hand indexing some of the enumeration district information so people could find the records, building a website, details that you couldn't even imagine.

One of the most exciting things we did is create an Artificial Intelligence index of the names in the 1950 Census, and it is not perfect, but it is pretty darn good. And I found my family members at 12:01. You know, we had a viewing party. It was really fun. So it is not a perfect index, but for the first time in history -- that seems dramatic to say it that way. But, for the first time, people searching the census could search by name right away instead of having to wait for one of the commercial companies to do an index, so that was pretty exciting.

And it went off without a hitch, as opposed to the 1940 Census 10 years ago where our servers crashed. So we obviously put a lot of effort into that. So that was exciting and fun. It seems like it was ages ago. And, unbelievably, that staff is already working on the 1960 Census. I said: Take a couple months off.

And then, finally, I just want to let you know, we are deep in the planning for how we are going to commemorate the semiquincentennial of the founding of our Nation. We

will have multiple exhibits. As you know, I think we are renovating our entire museum space. We are looking at how to make this a nationwide celebration, everything from laser shows to symposiums -- symposia.

If at some point you are interested in a more detailed report, whether that be in writing or one of these sessions -- we are also a member of the America 250 Commission. We are an ex officio member, and through that, we have made good contacts and are partnering with our Federal counterparts.

I will end by thanking you for your ongoing commitment and support to the Center for Legislative Archives and the National Archives, and I also want to thank NARA staff for all their work. And, of course, I can answer any questions if anyone has any. Thank you.

The Clerk. Thank you. Your passion is certainly palpable.

Ms. Wall. Really? Is it that bad?

The Clerk. No, I mean, we are certainly in good hands.

Next, we will have the approval of the minutes of the last meeting. If there is an objection to dispensing with the reading of the minutes, please let me know.

Seeing none, if there are no corrections, we could have a motion to accept the minutes. Is there a motion?

Ms. Paul. So moved.

The Clerk. Is there a second?

Ms. Koed. Second.

The Clerk. Okay. All in favor?

Okay. I think we have majority there. The minutes are approved.

And, next, Heather, would you please update us on the activities of the House Archives staff.

Ms. Bourk. Thanks, Cheryl.

And good morning, everyone. I appreciate the opportunity to brief the Advisory Committee on what has been happening in the House Archives department since our last meeting, and I appreciate even more that we were able to meet in person. It is great to see everybody.

We continue our essential work of supporting committees and Members by managing accessions of new records and loans of previously archived records, providing records management guidance, and responding to records-related questions. This report is going to highlight some specific projects initiated and completed in the last 6 months.

One important component of our outreach efforts to committees and Members is providing manuals and guides detailing records management guidance and archiving procedures. The update of the records management manual for Members was completed and published in February. We are pleased with the streamlined design and the simplified guidance.

The new text emphasizes the role of Archives staff as a resource for questions about records management and archiving and encourages Members to document their career in the House by donating their papers to a research repository. We have started sharing the new manual with Member offices. It has also been added to the House's transition website for the 117th Congress and is highlighted in monthly departing Member briefings organized by the Chief Administrative Officer.

Four companion quick guides focused on archiving electronic records, email, and social media, along with a general how to archive Member papers quick guide are set to be completed this summer. We also updated existing quick guides and created one new guide to answer questions we are frequently asked by committees.

The topics covered include archiving electronic records and social media, preparing

records for transfer, the differences between published and unpublished records, and end-of-Congress archiving. These committee quick guides were completed in January and posted to the House's intranet. Our remaining quick guide focused on archiving committee email is slated for completion later this summer, along with the Member quick guides.

House Archives staff have spent much of the first part of the year planning for the transfer of new and orphaned records, as well as the return of the loan records from onsite storage to National Archives custody. Transfer preparation has included documenting the boxes designated for transfer and the order in which they will be sent, surveying boxes for special media to be removed and transferred separately, and the planning and arranging the logistics for the transfers. All new accessions are going into the storage space at GPO that opened in early 2020.

It is great that phase 1 of the space is ready for records, and we are doing our best to fill those shelves up. Two of five transfers have been completed, with all transfers expected to be finished by the end of July.

Now that we are halfway through the second session of the Congress, we have initiated end-of-Congress projects. Archives staff have begun contacting committees to remind them of the requirement to archive their records by the end of the Congress. Letters have been sent, along with the new records management manual for committees, to retiring chairs offering records management and archiving guidance. Outreach to all committee chairs, ranking members, and clerks will follow in the coming months.

Archives staff have also provided the updated Member manual to each of the more than 60 Members who are leaving the House and have offered followup records management and archiving advice. To date, we have met with 33 departing Member offices and expect more requests during the remainder of the Congress. Staff also connect

with Member offices in the monthly departing Member briefings that run through the end of the Congress to answer questions and offer one-on-one records consultations.

The Chief Administrative Officer also included Archives staff in a formal presentation to departing Member offices, as well as a more informal open house discussion of best practices for managing and archiving Member papers.

House Archives staff, along with our counterparts in the Senate, as well as representatives from the House and Senate Recording Studios, the Library of Congress, and the National Archives have formed a working group to examine challenges around preserving and providing access to congressional floor proceedings and committee hearing video.

Technological changes in how the Recording Studios capture and store this content has prompted a reexamination of how to ensure its long-term preservation and use. The working group's primary goal is to provide a report containing recommendations on the best path forward and a plan on how to implement them.

Archives staff met in fall 2021 to discuss the records-related content we contribute to the History, Art, and Archives website focusing our attention on mission, audience, and goals and drafted a web strategy plan to frame the content we create moving forward.

The most significant change involves a shift in our work on the records search project. Records search is an ongoing project to add document descriptions, metadata, and images of official House records to a searchable database on our website. The plan is to shorten the document descriptions to allow us to add almost three times the number of documents we research, draft, and post each year.

First drafts of 60 document descriptions have been researched and written by Archives staff. The additions are scheduled to go live on the site by the end of the year. Transcriptions for handwritten documents currently in records search were completed and

added last month and will be added to any handwritten documents going forward.

We continue to contribute content to the House history Twitter feed through tweets highlighting House records and participation in the Archives Hashtag Party hosted by the National Archives. We have also added records-focused tweets geared towards educators and recently tweeted Twitter polls asking for input from teachers about what primary source resources they would find useful.

Archives staff also continue to contribute record-related content to the education portion of our website. A primary source set featuring House records and photographs related to Prohibition was added to the site in March. In addition to House records, the set includes a brief introductory essay, a primary source analysis worksheet, and questions for discussion. Work also continues on a companion video documenting Prohibition through the use of House records with a completion date by the end of the year.

Archives staff attended last month's Association of Centers for the Study of Congress annual meeting and presented on a panel discussing issues surrounding deeds of gift for Member papers.

If there are questions from the Advisory Committee, I am happy to answer them or to provide more detail on the work we have been doing. Thank you.

The Clerk. Thank you, Heather.

We will now hear from Karen Paul, Archivist of the Senate.

Ms. Paul. Okay. Thank you so much.

And welcome, everyone. I am so pleased to see everybody after a 2-year hiatus.

The Senate Archivists returned to regular onsite work in March with the option of teleworking two days a week. Our meetings with other offices and staff remain a mixture of onsite and virtual as preferences and needs allow. Archival transfers from committees and Senate offices continue and transfers to the Washington National Records Center have

resumed.

Seven senators are retiring at the end of this Congress and we continue our briefings and meetings with these offices and with their repository staffs.

In December 2021, I reported on the Preservation Partnership Project between the Secretary of the Senate and Arizona State University to preserve and make available the records of Senator John McCain. This is now entering its second year and we are receiving quarterly reports from ASU McCain Archivist Claudia Willett. These reports, which will continue for the duration of the project, are providing us with information about costs, challenges, and solutions derived through processing and preserving a large, complex senatorial collection. A final report from ASU on best practices and lessons learned is due in 2024.

At the December meeting, I also mentioned a report that we submitted to the Subcommittee on the Legislative Branch in June 2021 recommending expansion of our archiving team. This was graciously accepted by the committee and Secretary of the Senate Ann Berry. We are currently reviewing applicants for two positions: a Deputy Archivist for Senators' Offices and a Deputy Archivist for Archival and Records Management Training and Services.

Our report to the subcommittee also included a recommendation to provide dedicated funding for preservation partnership grants based on the precedent set by the McCain Project.

The report noted that "Preservation of senatorial collections is an expensive undertaking for educational institutions, and increasingly Senators are being asked by repositories to help fund that preservation. While some Senators are personally able to contribute such funds, others are not. By making available a one-time grant to the repository of the Senator's choosing, all senatorial collections will have an equal

opportunity of being preserved.”

On March 15th the Consolidated Appropriations Act, 2022, became law and our office began to administer expanded Preservation Partnership Grants that are being made available to designated archival repositories of sitting Senators. Grants are awarded according to seniority. We are in the process of receiving grant applications and expect to enter into partnerships with four repositories. If this process is successful, we are hoping that the Partnership Grants project will be continued beyond this fiscal year.

The report to the Leg Branch Subcommittee further recommended that the Senate purchase Federal Records Center storage boxes to replace those once supplied to senators without cost by the National Archives, a NARA policy that was discontinued in October 2020. In February of this year, the Senate Appropriations Committee and the Committee on Rules and Administration determined to cover the cost of these boxes for senators' use. We felt that if senators had to purchase boxes using their office expense account, there would be fewer records saved.

Cessation of courtesy storage for Senators at the federal centers began in 2021. The Senate will also cover this cost in the future, administered through the office of the Secretary of the Senate, and is currently working with the National Archives to establish an account to cover the costs of federal records center storage for senators.

#### Committee Archiving

Since December 2021, the Senate transferred 139 textual accessions totaling 287 cubic feet, from 18 different Senate committees and offices. Loans of textual records totaled 33.5 cubic feet. From December 2021 - March 2022, the volume of electronic records transferred was 2.18 TB in 170 accessions from 3 committees and offices. There were an additional 22 accessions containing interfiled CDs from 4 committees. Two electronic records loans were provided totaling 28.9 GB.

Deputy Archivist Elisabeth Seelinger reports that we have cleared committee backlogs of paper transfers and that she is accessioning electronic records of the 116th Congress for those committees without archivists. Out of 12 committees she is covering, we received a complete set of records from seven, partial amounts from three, and two remain outstanding.

We are working with our Office of Senate Security (OSS) to establish a robust protocol for both paper and electronic classified records archiving and to improve the metadata accompanying these transfers. Archiving of classified electronic records represents a new initiative for us and for the Center for Legislative Archives.

We have been looking for more efficient ways to deliver loans of electronic records back to committees. In April 2022, for the first time, we used the Senate's Large File Transfer (LFT) to provide a committee with copies of its archived electronic records. While there is a volume limitation on this platform — 1.3 GB zip file limit for zip files that are generated by the upload folder feature within the LFTS app; the workaround for this is to zip the file before uploading it to LFTS — it can play a role in supplying committees with their archived electronic records quickly, securely, and remotely.

As part of our outreach to Senate committees, Deputy Archivist Seelinger contributed a feature to the Historical Office's monthly blog post, "Senate Stories," to celebrate Congress Week, which commemorates the first week in April 1789 when Congress achieved its first quorum. The "Treasures from the Senate Archives" post was inspired by the Center's popular treasure vault tour for congressional staff, currently suspended.

#### Digital Preservation

We are spending an increasing amount of time on digital preservation. Deputy Archivist Alison White works with offices to encourage best practices for managing

electronic records and with systems administrators to encourage use of an “archives drive” to hold non-current materials.

She has developed a digital preservation “elevator pitch” to encourage member offices to fully grasp the ongoing issues related to preserving massive amounts of digital data over time. She advises offices to consider each data category, such as constituent correspondence, casework, administrative records, committee work, and staff work product as a separate bucket of data. She also advises that they consider the systems that produce these buckets, how the systems change over time, and how that affects the ability to progressively preserve and retrieve non-current records that are being held for an indeterminate number of years. Most importantly, she suggests a meeting with our office to discuss practical solutions for these issues.

Deputy Archivist White continues with ongoing projects such as the legacy media conversion of Senate Republican caucus videos, organizing archived web and social media materials collected at the end of each Congress, encouraging committees to archive their social media and to capture websites when leadership changes or websites are redesigned. We will be repeating that cycle as we approach the end of Congress in December. As always, we are glad to work with SAA-approved vendor Archive-It and with our colleagues at the Center for Legislative Archives who perform their own end-of-term web harvest of Senate sites.

An ongoing goal is to develop and maintain a direct line of communication with the Sergeant at Arms in order to learn about new technology applications within the Senate as they appear or are implemented. For those applications that are developed internally, we like to provide input at the earliest stage so that archival considerations can be built into development. We have addressed recently adopted applications such as Quill, a digital letter sharing solution that automates the signing of letters intended for leadership and

committees, as well as outside agencies, and we've discussed the need for an archival policy for Microsoft Teams. More recently, we've looked at applications for Senate committees to support the executive agency nominations process and are part of a team looking at proposed E-discovery platforms that will help Senate committees address internal reference requests. We continually review, add to, and update guidance in our Senator's Office Archives Toolkit.

#### Senate and House Floor Proceedings and Committee Hearings Recordings Preservation Project

The Senate Archivists have met periodically with the Senate Recording Studio to review the preservation of videos of Senate floor proceedings and committee hearings. Prior to the pandemic, it had become clear that the original Senate resolution (S. Res. 28, 95th Congress, January 3, 1985) providing for the creation of these recordings and directing the Secretary of the Senate to transmit archive-quality copies to the Librarian of Congress and to the Archivist of the United States was seriously outdated. Major technological changes and advances in both the production and delivery of these recordings created a need to devise a more unified and streamlined way of delivering, preserving, and making them available.

Karl Jackson, Senate Recording Studio Director, organized an initial meeting with LOC and NARA in October 2021. The decision was made to include the House Recording Studio moving forward to better explore current workflows and options for updating the preservation process. A Congressional Video Preservation and Access – Technical Working Group (TWG) was organized.

The TWG is charged with developing technical requirements for congressional video preservation and access that will guide the creation of a memorandum of agreement among all stakeholders, the development of media workflow(s) to satisfy the requirements,

and the implementation of systems to execute that workflow.

Members of the TWG include representatives from the U.S. Senate and House of Representatives as the originators and owners of the recordings, and the Library of Congress and National Archives as the institutions responsible for preserving and providing access to the general public.

The TWG's charge is to produce a written report that:

Defines preservation and access and criteria for successful implementation

Identifies and documents workflow(s) necessary to accomplish the goals and requirements and to describe them in non-technical terms

Assigns areas of responsibility

Specifies technical alternatives

Identifies opportunities to standardize workflows, file formats, delivery methods, and best practices across all stakeholders and to streamline redundant tasks

The TWG meets monthly and is currently working on definitions. Upcoming meetings will focus on technical topics. Documentation of the meetings, recordings, transcripts, reports, and workflows will be collected in an LOC GIT HUB site.

The TWG's final report will be used to advise on the creation of an updated procedure for preserving and making available recorded floor proceedings and committee hearings.

#### Senate Photo Services Project

We have begun a new archiving initiative with Senate Photo Services, the office that shoots digital imagery for senators and committees upon request. Images belonging to senators comprise the senators' End of Term collections, which are offered to departing senators. Committee and special events images, such as the class photo in the Senate Chamber, will be transferred to the Center for Legislative Archives.

We have drafted a records schedule and in so doing have gained excellent insights into current office processes. In turn, we have shared advice on archival file formats and robust metadata fields.

Photo Services is in the process of obtaining a new digital asset management system and has incorporated the archival process into the RFP. While we continue to work with them on finalizing the records schedule, their willingness to enhance the archiving process is a welcome step that will improve our ability to preserve and make available a quality collection.

#### Association of Centers for the Study of Congress Annual Meeting (ACSC)

The Nineteenth Annual Meeting of the Association of Centers for the Study of Congress met virtually May 10-12th. Rebecca Melvin Johnson, Manuscripts Librarian and Curator, Joseph R. Biden, Jr., Senatorial Papers, at the University of Delaware, selected the theme “Facts and Figures: Evidence and the Study of Congress.” Alexander Bolton and Sharece Thrower kicked off the meeting with a discussion of their book *Checks in the Balance: Legislative Capacity and the Dynamics of Executive Power*. Other highlights included panels on Congressional Research (Data, Digital Resources, and Congressional Research); Archives of Health Policy; the dynamics of congressional oversight focusing on the strengths and weaknesses of the legislature’s ability to conduct effective oversight across time; Directors of congressional centers speaking on aspirations and challenges for their centers; and a panel on Formerly Enslaved and Slaveholding Members of Congress and the First Elected Black U.S. representative, Joseph Hayne Rainey. Presentations will be transcribed and available on the ACSC website.

It has been wonderful to see our normal routines slowly return to life. And it is exciting to be expanding our archiving team with the thought of soon being able

to offer enhanced archiving services to both senators and committees.

These enhanced services will be better informed by the information we are gathering through our preservation partnerships.

While we archivists have been focusing on the so-called “paperless office” and its consequences since the mid 90’s, it has been a slow evolution suddenly driven to warp speed by the need to work offsite. With all of the uncertainties of the past two years, one thing is certain, we are creating ever-growing quantities of digital content that are in need of adequate metadata to support retrieval and digital curation to support preservation. This is especially true for senators’ offices where digital content can languish for an extended period of time. With the addition of two deputy archivists, we will be in a much better position to provide that needed support.

The Clerk: Heather make certain none of our staff apply for either of those two positions.

Next we'd like to recognize Richard Hunt to give us the report for the Center for Legislative Archives.

Mr. Hunt. Thank you, Madam Clerk.

I would like to start off with some good news that makes me especially proud. As you know, we have a small staff of 16 talented and dedicated professionals at the Center with a very big mission to fulfill. So I look forward to this meeting as an opportunity to brag about that staff and all that they do.

This year, five individual staff members, which represents 30 percent of our staff, were recognized by NARA in the Archivist Achievement Awards Ceremony. Starting with Archivist Sarah Waitz, who is one of our new super archivists, was recognized as part of the NARA team providing content to History Hub, which is the agency's blog to answer

research questions and provide information to the research community more generally.

Sarah created several posts on the legislative community pages of that site to help researchers conduct research in congressional records and in published sources, and did featured posts on notable collections of congressional records in our holdings.

Already lauded by the Secretary and the Clerk, I will note once again, our congressional loan team, Tom Eisinger, Donald Collier, and Greg Shavers, who received customer service awards for providing excellent and uninterrupted service to the House and Senate, processing and delivering loan requests to committees throughout the pandemic to support the current business of the Congress.

And, last but certainly not least, Kris Wilhelm, our access specialist, received a lifetime achievement award for 30 years of NARA service and her dedication and commitment to providing access to congressional and legislative branch records. Kris tackled the most difficult, complex, high-profile records in our holdings, beginning as part of the team that processed and reviewed House and Senate records related to the assassination of John F. Kennedy, and most recently culminated in her masterful work on the collection of records from the 9/11 Commission. Her well-deserved recognition I find bittersweet since she will be retiring later this year, but I honor and applaud her for her years of service to the agency and to me in particular.

I would just like to highlight a few notable areas where Center activity increased in the first half of the fiscal year. Also mentioned by my colleagues, the accessioning of new congressional records from the Senate and House has been especially active. The Senate has transferred over 1.4 million pages so far at the midyear, and the House resumed transferring records in May.

And we have already received most of the House records from the 114th Congress, which is also 1.4 million pages, heading towards Cheryl's total of 4.5 million pages we

expect later, and we will pick up and transfer the records of the 115th Congress in the coming months. All of this was delayed throughout the period of the pandemic, so we are happy to resume that activity.

Our work on the document preparation and loans to the CVC has picked up considerably this year in advance of the July soft opening of the exhibit spaces in the CVC exhibition galleries. And having been involved in the original exhibits in the CVC, I am very excited about seeing this new generation of exhibits and approach to the history of the House and the Senate.

Most notably, onsite reference resumed on March 28. We have seen reference increase overall and an influx of onsite researchers in April and May. Over those 2 months, we received 250 requests from remote researchers and had 115 researchers visit to do research in the Archives Research Room. Staff pulled over 1,400 items to serve those researcher requests.

We are seeing heavy interest in investigative records, immigration records, and from long-term research projects focused on discovering stories of underrepresented communities and groups in NARA's records, which is part of NARA's strategic mission as well.

We have also devoted a considerable amount of time to process House and Senate digital committee hearings video for ingest into the Congressional Records Instance of ERA, and when I say "we," I mean Shannon Niou, who is our electronic records specialist. She did all the work. She processed digital hearing records from 12 committees stored on 228 DVDs, 52 discs, and 1 thumb drive ingesting half a terabyte of data into our system.

I am happy to report we are about to repost our position for an additional electronic records specialist to increase our capacity for processing records and providing additional electronic record services to all of you.

And, at long last, after a multiyear effort, we have a new server in place for the House and Senate metadata stored in Archivists Toolkit, and we are installing the software and migrating the data you have sent to us for many years. So that will be preserved and ready for eventual transfer to HMS when that system is ready for us.

On the educational outreach front, Charlie Flanagan has devoted most of his time to help develop the agency's National Civics Education Initiative with colleagues in the Education Office and the Presidential Libraries. This initiative is the agency's first coordinated national effort to provide programs and materials to support civics education to an audience of teachers, students, classrooms, home schoolers, and the educational community generally between K through 12.

The most recent work of the NARA education team has been focused on developing pedagogical and instructional webinars for teachers at all grade levels to help them create active learning and document-based lessons to engage their students on civics topics.

Of the many years that Charlie Flanagan has been conducting these type of workshops, we have learned that teachers across the board and especially teachers new to the profession need that kind of teacher development to be able to have the comfort level to bring primary documents into the classroom and use them well with their students.

These workshops will debut in July with programs on teaching the Constitution, the Bill of Rights, and voting rights. They are free and open to all teachers across the country, so we are hoping to get a good turnout for that.

And I would just say that any assistance in promotion you can offer to your communities here on the Hill about these programs and what we are trying to accomplish on the civics education front would be greatly appreciated. Thank you so much.

The Clerk. Thank you, Richard.

Next, we will hear from Hugh Halpern regarding the GPO archival project.

Mr. Halpern. Good morning, Madam Clerk, Madam Secretary, other members of the Advisory Committee. Very pleased to be with you this morning.

I am also pleased to be here with the Acting Archivist and look forward to continuing the long partnership between GPO and NARA during her stewardship of the Archives.

So one tangible example of that partnership is our continuing work to expand the footprint of the Center for Legislative Archives in our headquarters building. When we last met, GPO and NARA had just executed a memorandum of agreement on phase 2 of this project and the approval of the Joint Committee on Printing Chairwoman Klobuchar to move forward with the design work.

As you may recall, this project involved the disassembly of old press equipment, relocation of our bindery, and renovation of about 33,000 square feet of space to the Archives' exacting standards. The phase 2 space will be located directly above the existing phase 1 facility, providing the Archives with the nearly contiguous space that can serve Congress' records storage needs for the next half century or longer.

Working closely with NARA, GPO was able to announce solicitation for the design work for the phase 2 project in January. I am pleased to announce that GPO was actually able to award a contract for the design work to the LEO A DALY engineering and design firm on May 26 and that it is several weeks ahead of our anticipated schedule.

NARA has extensive experience with this firm, and both of us are pleased to work with them on this particular project. We expect that the design work will commence within the next 2 to 3 months and should be completed by the second quarter of 2023. After the design work is complete, we expect to reward a construction contract in the fall of that year.

We expect the construction will take somewhere around 18 to 20 months and should be completed by the summer of 2025. While the design work is underway, we will be starting the work to disassemble our old presses and relocate bindery to ensure that GPO is ready to go when we can award that construction contract.

This represents our best estimate as to how this project will progress. Obviously, if supply chain or labor issues improve as we go along, we hope to be able to accelerate our performance or perhaps reduce costs; however, all of those outcomes will be entirely dependent on the environment.

I hope that this update helps the Advisory Committee in its work, and if you have any questions, I am happy to answer them.

RPTR BRYANT

EDTR SECKMAN

[10:59 a.m.]

The Clerk. Thank you very much, Hugh.

Any questions of Hugh regarding the project?

I know, on the House side, we look forward to another visit soon. So we will talk about scheduling.

Mr. Halpern. We are always happy to have you.

The Clerk. Thank you.

Next we will hear from Norm Ornstein. Norm was appointed to the Advisory Committee in December and will now share an overview of the work of the American Enterprise Institute.

Mr. Ornstein. Thanks so much.

And thanks to the co-chairs. It is an honor to be a part of this process. I actually came to Washington 53 years ago, long before Don Young. I have been immersed in Congress since in a variety of ways, as an academic, as a commentator, as a staffer.

Among other things, I was the staff director for the committee that reorganized the Senate's committee system in 1976 and 1977, and among other things am proud to say the credit goes to my predecessor, Staff Director Ken Gray, that we were I think the first committee to put all of our records on microfiche. So trying to lead the way on that front.

Since then, I have been involved in a whole series of efforts to try to improve the workings of Congress. The chair of that Senate committee, Adlai Stevenson, III, then became the chair of the Senate Ethics Committee, and we worked on writing a code of ethics for the Senate.

I was deeply involved in the creation of the Office of Congressional Ethics in the House, the independent office, worked on the Help America Vote Act, had a significant role in the creation of the Office of Compliance in 1994-95, all the different reform efforts and bodies that were created in the House and Senate over the years.

I am now emeritus at the American Enterprise Institute, where I went while I was still teaching at Catholic University, and created something called The Congress Project with my colleague from Brookings, Tom Mann.

And one of the things that we did 20 years ago was to create a Continuity of Government Commission in the aftermath of 9/11. It was co-chaired by former Senator Alan Simpson and former White House Counsel Lloyd Cutler. We issued three reports: The Continuity of Congress, the Continuity of the Presidency, and of the Supreme Court. They are wonderful reports, all of which are in our archives now because they didn't do very much.

But we have now reconstituted that commission, and there is actually a meeting going on this morning that I had to miss for this. And the reconstitution was, in part, because, of course, the world has changed with the pandemic, with January 6th. And there are a lot of very urgent issues required to deal with: What happens if the House and/or Senate can't meet? What if they don't have enough Members to make a quorum under the Constitution?

Our recommendations include emergency interim appointments to both bodies. It is obviously more significant for the House than for the Senate, since most States have at least some provision for replacement of Senators. But, as we saw with the anthrax scare and as we have seen with the pandemic, if we had, for example, 60 Senators who were incapacitated, there is no way to have the body able to work. And this would happen, of course, at the worst possible times.

It is relevant here, in part, because one of our recommendations is to create a process where lawmakers, candidates and lawmakers create a list of successors in case they are killed or temporarily incapacitated. And the question of where that list goes, who has control over it, making sure that it is not just in one place if the Capitol were destroyed -- and these are not fanciful things, I am afraid, in the age in which we live -- and a number of other issues, obviously, that are difficult to grapple with.

And whether Congress decides this time, after a second jolt, to actually act and do something remains to be seen. There are champions of this effort. One who was with us at the early stages, John Cornyn, who actually worked very effectively with former Senator Russ Feingold to craft a constitutional amendment for an urgency of appointments in the event of a catastrophe that passed through the Subcommittee on the Constitution of the Senate but then went nowhere afterwards.

And there are others who are now very interested in this. And the House Committee on the Modernization of Congress has held a hearing and will do more on this as well. I am working with the Modernization Committee in a number of other areas too.

One of the other things that I have done and have been doing is I am part of a commission of the American Academy of Arts and Sciences on democratic citizenship. And we have come up with a report and a large number of recommendations to transform our institutions, including Congress, one of which is to enlarge the size of the House, which, as most of you know, has effectively been at 435 since 1910, formally since 1929.

If you ask most Members why the House has 435 seats, they would have no idea. And some of them think it is in the Constitution, we have discovered. So we have some civics education to do, including with the Members of the House and Senate.

There are a lot of reasons why enlarging the House would make some sense, which I won't get into here. And there are some Members, including Don Beyer of Virginia,

who are very interested in this, combining it, by the way, with multi-Member districts -- we have a single-Member district requirement set in law in 1967 -- and ranked choice voting.

A lot of changes potentially in the works. They are not going to fundamentally alter the larger difficulties we have with the divisions in the country. It is a cultural problem more than it is a structural one. But if we don't focus on the structures, we are not going to get anywhere.

I would just make one other comment, which is part of the reason why I am proud to be a part of this group. When I came here 53 years ago, there was actually a book written a few years earlier by the late political scientist Donald R. Matthews called "U.S. Senators and Their World," in which he wrote for the first time about the norms of the institution. He called it folkways, and one of the key ones was institutional patriotism, the sense of understanding that you are a part of something larger than you, that it is an unbelievable privilege to be a Member of the House or Senate. And most of the Members that I encountered had that feeling.

When I served as staff director of the Senate committee system, one of my Members was Pete Domenici, who was then a freshman from New Mexico, and we had 12 Members. Not all of them worked deeply on this. They had many other assignments. But Pete was deeply engaged. And, at one point late at night, I asked him: Why are you doing this? You get no credit for this back home.

He said: Being a Member of the Senate is the greatest honor of my life, and I am committed to try to leave it a better institution than it was when I arrived.

Frankly, I don't think there are all that many Members who would have that kind of sentiment right now.

And preserving these archives, preserving the history of the Chambers,

understanding the role that these bodies played in the freedom of this country is so critical. And getting people to appreciate it is a part of the mission that I think we have as a body. So thank you.

The Clerk. Thank you, Norm. Thanks very much. And I am very pleased that you chose to be with us today and look forward to working with you.

Mr. Ornstein. I will say that, when Speaker Pelosi asks me to do something, I don't hesitate. I am not alone.

The Clerk. I have been working myself quite extensively with the House Modernization Committee, and some of their recommendations are so simple and would make such a huge difference.

One small one was rearranging the structure of the committee hearing rooms, the fact that they face outward. So the Members don't look at one another. They are just looking outward to the audience. And, if you just have them circular, like we are now, and have Members face one another, it would make a difference in civility and how they speak to one another if they are facing one another.

And I am very, very fascinated that a bipartisan committee is really intentional about changing how Congress functions. So thank you for the work that you are doing in supporting modernization efforts.

So next we will hear from Jay Wyatt, and that is going to be virtual. He will join us virtually from the Center for Legislative Archives. And he will give us an update on the Center's Congressional Web Harvest Project.

Mr. Wyatt. Okay. Well, let me share my screen. Bear with me while we get set up quick. Okay. Is my screen visible?

The Clerk. Yes.

Mr. Wyatt. Great. Okay. And can everyone hear me okay?

The Clerk. Yes.

Mr. Wyatt. Well, thank you, Madam Clerk, and thank you, Madam Secretary, Madam Acting Archivist, and thank you to the members of the committee for the opportunity to talk with you this morning about the Congressional Web Harvest Project.

I am sorry to not be able to be there in person. It was a lot of excitement to be there, and I am thrilled that you all have been able to reconvene in person. It is hard to believe it has been several years since you have been able to do so, as the Clerk said at the beginning.

It is also hard to believe that the 117th Congress will wrap up its work in a little over 6 months. And that means a lot of things for us at the Center for Legislative Archives. One of them is that it is time to conduct another congressional web harvest. And this entails capturing, preserving, and providing public access to congressional websites and social media pages that have been captured. I will have greater detail in a few minutes. Before I do -- [audio malfunction] -- as a whole.

So the 117th Congress Web Harvest will be the ninth conducted by the Center. And the effort to create a congressional web archive followed NARA's efforts in 2004 to capture public Federal agency websites as they existed prior to January 20, 2005, the end of the first term of President George W. Bush's administration.

We have since conducted web harvests for each successive Congress, beginning with the 109th Congress in 2006. In each case, harvested content includes websites of Members, committees, organizational offices, and leadership offices. The more recent harvests also includes social media content from several platforms, including Facebook, Twitter, YouTube, Instagram and Flickr. All harvested content is available at [webharvest.gov](http://webharvest.gov) and, as you can see from the image there, each web harvest is accessible via the landing page through its own specific button.

A slide here. So each web harvest follows the same organizing principles once a researcher decides which Congress to explore. As you can see from the image on the left, Senate and House websites are separated and then organized into four primary categories. Those are Members, leadership, organizations, and committees.

And then, if we look at the image to the right, within each category the websites for each Member, organization, or committee are arranged alphabetically and with the corresponding link.

For researchers who want to search Member sites and maybe don't know that much about their Member or who their Member is or if they are from larger States like, say, Texas or California with lots of Members of the House, they have the opportunity to switch that up and click the button labeled State, and that reorganizes that content into an alphabetical listing of States and then the Members listed under that in alphabetical order as well.

From these pages, researchers can also search broad terms within each collection, and they can do so across House and Senate pages. So a researcher who is maybe interested in learning about the Affordable Care Act within the 112th Congress would be able to search that, and they would be presented with about 438,281 hits on that. So quite a bit of content.

All in all, webharvest.gov provides a pretty simple and functional point of entry to the archived websites. Once we get into and click through to a website, that is where we really come across the bulk of the material. So a researcher clicking through will find an archived website as it existed at the date and time of its capture.

On the left, you see a screenshot of the House Energy and Commerce Committee website from the 112th Congress, which was captured on the evening of December 11, 2012. And, from this home page, users can explore the committee's work using the

drop-down menus and the links to navigate the site, just as they would on the committee's current site.

Users can use these tools to learn about the committee and subcommittee members, view the committee calendar and/or read up on issues that the committee was addressing at the time. If they are looking for something specific or if they are so interested, they can click through into some of the deeper pages on the site.

In this case, the image on the right shows a click through the news center tab to the press release page. And, in this case, a user could then use filter tools to narrow their search within the committee's press releases, ultimately coming down to a specific press release, which they could then print or download. In some instances, committees and Member sites include press releases and other materials in downloadable PDF formats or other files, and sometimes it is just simply one, the actual site itself.

Full disclosure, there is inevitably some loss of functionality that can occur during the capture process. On the image on the right, you will see a small yellow bar across the top. That is a notification to users that this is the case, that, in some instances, search boxes or external links, downloadable forms, or maybe videos or dynamic content may not function as it originally did on the site.

Some of these have proved particularly challenging over the years. However, we have found that, in most cases, the overwhelming majority of cases, the captured sites retain the bulk of their functionality. If we take the small example, multiply it by the hundreds of separate websites that are captured in each harvest and then multiply that by eight times or soon to be nine times over, we can extrapolate that there is just simply an enormous amount of information and content available to congressional staff, to policymakers, researchers and scholars, educators and students and any interested member of the public through webharvest.gov.

And the potential uses for these materials are broad. Staff members or committee members may use these websites to -- or the harvested websites to go back and look for archived materials, data, press releases, reports. The historians, journalists, other scholars may utilize this information and documents to conduct focused studies about policy-related actions taken within a Congress. Political scientists or other academics might incorporate these materials into larger longitudinal studies that explore congressional action over time. Educators might incorporate some of this information or the materials available on the sites into lesson plans and classroom activities. And, perhaps, most importantly, students who might not otherwise have ready access to primary sources or information about Congress can use these archived websites to access information and materials that can be used in classroom projects, research papers or reports, or maybe for their own edification. And certainly any member of the public who is interested in knowing what their Member has been up to can utilize these resources as well. And we think that these opportunities will only increase as more web harvests are conducted and more content is added in the future.

I think it goes without saying that this is a pretty elaborate process. Executing a web harvest is inherently collaborative, and it takes approximately 10 months to complete. Center staff work with our colleagues in the Central Office of NARA's Legislative Archives, Presidential Libraries and Museum Services, as well as our partners in the House and Senate and with an outside contractor, the Internet Archive, to complete each harvest.

The Internet Archive hosts [webharvest.gov](http://webharvest.gov) and has conducted the capture for each congressional web harvest. The Internet Archive will also conduct the 117th Congress Web Harvest this year. Each harvest is conducted during the second session of a given Congress, and generally we begin the process in May or June and conclude by the following February or March.

We begin by gathering what we call seed lists, and the core of these are provided

by the House and Senate. These are literally lists of distinct URLs that are designated to be captured and preserved as part of the web harvest. They are the base from which all of the work is conducted and a critical part of the process.

If a URL is not on the seed list, we can't guarantee that it ultimately is going to get captured. So it is critically important to have a well-developed seed list to start with. And this is the stage that we recently began for the 117th Congress.

As you can see from the timeline, the actual work of capturing or harvesting the websites is conducted by the Internet Archive during what we call the crawling phase, and this extends from August through the end of the calendar year. It is during this phase that all website and social media pages that are identified on the seed list are scraped for content, and this happens multiple times over several months. During this period, Center staff conduct multiple rounds of quality assurance, going in, identifying problem areas and then working with the Internet Archive to develop solutions.

Generally, after the turn of the calendar year, we conduct an additional round of spot or what we call patch crawling, and this is an effort to capture particularly problematic sites or pages or files that may just have proved challenging during the previous month's work.

Once all of the data is captured, Center staff conduct a full quality assurance review of the entire web harvest. This happens in January or February, and it entails manually checking each site's navigation, links, and content. And as I am sure you can imagine, this is incredibly detailed and time-consuming work.

The new web harvest then goes live after the full QA review is completed, and it does so on [webharvest.gov](http://webharvest.gov) generally in February or March.

And then, ultimately, the last step is completed when the Center receives backup drives containing the web harvest data from the Internet Archive for preservation and

storage. And our electronic records specialist then ingests that data into the Center's local Congressional Records Instance of ERA.

The ongoing evolution of congressional websites, which have grown to feature more visual content and social media activity over the past decade, has resulted in a dramatic increase in the amount of data collected during each web harvest. The Center now holds 158 terabytes of archived congressional websites, and this accounts for more than 50 percent of the Center's total electronic holdings.

As you can see from the bar graph, the three most recent web harvests account for the bulk of this increase. The 114th Congress Web Harvest, which was about 45 terabytes, represented a 30 terabyte increase from the 113th Congress Web Harvest. This was predominantly driven by an increased amount of video on congressional websites.

We see another jump with the 115th Congress. This was the first web harvest in which social media pages were captured, and that addition helped push the data up to 61 terabytes.

For the 116th Congress Web Harvest, the most recent, we utilized a more refined process for capturing social media, and so we did see a little bit of a backing off, but still substantial at 47 terabytes.

And we expect this trend to continue with the 117th Congress Web Harvest and into the future. I don't think we are going back to the days of 15-terabyte web harvests, like we saw with the 113th.

Ultimately, as we near the end of our second decade doing this work, we have developed and refined our processes and our timeline for conducting the web harvests. However, it is an inherently iterative process, and each web harvest inevitably presents its own unique challenges.

Some of those challenges have evolved over time, as websites have evolved. We

have been very lucky to have a fantastic partner in the Internet Archive. Their representatives have readily responded to our questions and concerns, and they have always been very willing to work with us to create unique and creative solutions, sometimes on the fly, to address those problems that emerge.

And we expect this to continue as we conduct the 117th Congress Web Harvest; though, as congressional websites have grown more complex and filled with ever more content, three key challenges have persisted.

The first is that capturing social media in any kind of a refined manner has proved to be a major challenge. This is, in part, because the tools that the Internet Archive has used to capture social media pages have a difficult time determining when to stop.

So, while they may capture all of the Members' Facebook posts or tweets and the original content that is contained within them, they also capture all of the things that come after that, so the retweets, the posts, the ongoing conversations. And, as you might imagine, this can be substantial and ongoing. And so that remains a challenge, particularly if a Member or a committee is active on social media.

Second, the Internet Archive's capture tools as recently as the 116th Congress Web Harvest were unable to capture streaming video, and we continue to have difficulty capturing JavaScript or advanced Flash content. And so this ultimately made the capture of any dynamic content on a website and some video challenging. And we have already had some initial conversations with them about how we might address this moving forward.

As I mentioned, though, we are only at the beginning of the 117th Congress Web Harvest, and we will be working with Internet Archive to sort of meet these challenges in the coming months.

I am happy to take any questions that you have. I have to sort of admit up front

that I am not a tech person by trade, so I will take you only so far into the weeds before I have to reach out to some of our tech people.

And I do want to also thank, in conclusion, Natalie Rocchio, who is our point person. She used to work with us in the Center for Legislative Archives. She is now in Legislative Archives, the Presidential Library Central Office. She is our partner and primary point person on this. And I would not have been able to do this presentation for you if it weren't for her help. So I appreciate it.

And I am happy to take any questions that you all have. And I will stop sharing my screen.

Ms. Bourk. We are hoping that if people have questions, you can speak into the microphone and then Jay will hear it. But, if not, Alicia is going to say it to him into the laptop.

Ms. Paul. Jay, this is Karen. And I am just wondering if you have any sense of the public use of the web harvest.

Mr. Wyatt. Yeah. Karen, you were breaking up a little bit there, but I think your question pertains to use. So we started tracking, you know, hits to the web harvest page in 2019, just using Google's basic analytics framework. I believe the numbers are around 130,000 users since then.

And so I think it is being used. We have not really been able to dig down to determine who is using -- [audio malfunction] -- but I think that there is some additional work that could be done on that.

And, you know, there are some odd trends. We have noticed that there have been upticks in June and July of the past 2 years. So we are not really sure what those upticks have pertained to.

Ms. Paul. Also, Jay, as I reported, we have been archiving with our committees

social media at the end of each Congress since 2014. And so I was interested to hear that you were doing social media or you did it with the 115th Congress for the first time.

So I am thinking that we need to get together to discuss the pros and cons of whether or not, you know, we continue to do the social media with the committees, because we originally started this because the NARA web harvests were not really focusing on that, and we were in-filling.

So I am interested to hear that you are focusing on that now and are getting better. And so I think we will plan to talk through this and see what -- if we need to make any alterations in our plans.

Staff. Did you get that, Jay?

Mr. Wyatt. I did get that, and certainly happy to have those conversations. I will say that it has been an evolving and educational process, in terms of thinking about how best to capture social media.

And part of that begins with creating essentially a separate seed list to provide to the Internet Archive that creates a better framework for capturing specific social media accounts and then working with them from there.

So it is still -- I would say it is kind of less refined and more manual, maybe less automated and more manual than the other aspects of the web harvest. And so, if there is a way that we can kind of move that ball faster to get to some kind of equilibrium with those processes, I am all for it.

Ms. Hibay. So, Jay, this is Denise Hibay from the New York Public Library.

And Karen's comments were actually related to my question, is that I was trying to understand the relationship between the harvesting of social media and what, Heather, you mentioned, and, Karen, also in your reports, about how you provide guidelines to the Members on social media, on how to capture that.

So I wasn't sure if your guidelines were selective, but it sounds like, from Jay's perspective, it is comprehensive, but up to a certain point that you are trying to determine that. So it does sound like something that some dots have to get connected here. But I am happy to hear your thoughts about that.

Ms. Bourk. Right. Sure. We do provide advice to Member offices about their social media. A lot of them, when they are thinking about leaving and donating their records somewhere, obviously increasingly archive their social media and transferring that has become something that is more of interest.

So we usually have that conversation in tandem with talking to them about what the Center is doing and that there is a web harvest out there. And some offices, once we show that to them, send them, you know, the link, talk to them about it, the process, they are very comfortable with that, and they are happy to say: Okay. This is what we use as the archived version of our website and our social media.

Other offices feel differently about it and want to explore different routes for that.

Obviously, it is difficult to -- I always say like rebuilding a car with parts. Trying to rebuild files from a website, if you just throw a bunch of files at a repository, you are definitely going to have to have a tech person rebuild that site.

So a lot of Member offices, you know, feel like that seems like a really huge challenge. I mean, some do do that, but the web harvest is also a great way for Members to save those sites and their social media. But we talk to them about it is the short answer.

Mr. Hunt. I would just add that from the beginning the idea of the web harvest was focusing on the institution enterprise-wide for the House and the Senate, to capture that at a point in time, knowing that you are missing things, things had disappeared already, but you have at least a static capture at one time for comparative purposes over Congresses.

So we were well aware that LOC does some harvesting on its own. They do some committees sometime. But there was nothing that was done across the institution that captured both Members and committees and organization sites.

So that is still what our mission is.

Ms. Hibay. And thank you, Richard. I think it is an excellent mission, and it is just wonderful that you are doing this.

The Clerk. Any other questions for Jay?

If not, thank you very much, Jay. Thanks very much. Very exciting project.

Mr. Wyatt. Thank you.

The Clerk. Is there any new business for the Advisory Committee?

Ms. Koed. Madam Clerk, I don't really have new business, but I would like to add two notes to this meeting.

The Clerk. Okay.

Ms. Koed. One is, as you heard in Karen's report today, over the last couple years, the Senate Historical Office has traveled into a lot of new territory [inaudible] and on every step of that journey, Karen Paul has been the guiding light.

So thank you, Karen. I appreciate that very much.

And, secondly, on a historical note, I think today may mark the very first time that all three of our top officers here, the Clerk, the Secretary, and the Archivist, are women.

So yay for that.

[Applause.]

Ms. Koed. Thank you, Madam Chair.

The Clerk. Thanks for recognizing that.

Any other new business?

Yes. Danna.

Ms. Bell. Hi. I want to suggest that we bring Andrew Weber from congress.gov over maybe for the next meeting to talk about some of the innovations and things that have been happening with congress.gov.

They are doing -- they are starting to roll their materials out; plus they are integrating what was called a "Century of Lawmaking" that was part of "American Memory" into congress.gov so that you will be able to search historical records from Congress as well as the more current records. So I hope that there might be a consideration of inviting him to the next meeting.

I also want to mention that we are doing in-person Summer Institute, which is really exciting for us. And our Einstein Fellows have been absolutely amazing, and we will be bringing in a new teacher in residence this coming year who will be working with us on our new Center for Kids and Youth to learn how to use the collections and bringing that teacher point of view to that particular project. So thank you.

The Clerk. Thank you. Very, very good recommendation. We will certainly take that into consideration.

Any other comments?

Ms. Paul. Yes. Norman, I would like to tell you that, when I came to the Senate over 40 years ago, that your Stevenson Committee microfilm was one of the first things that I sent to the Archives.

Ms. Koed. I will second that recommendation from Dana -- and we should bring in some folks from the Senate Library on that because the reference librarians in the Senate Library have been working very closely with people at the LOC to bring in additional archival material into the congress.gov.

It has been a bumpy road in a lot of ways. It is not an easy task, as you can probably guess, but it has got really laudable goals that we are hoping to get to with that.

So I think that is a terrific idea.

The Clerk. I agree.

Ms. Bell. And the other thing that has been interesting from my time working at the Library is that "Century of Lawmaking" has been one of the most popular collections for use with scholars. So bringing the older and the newer collections together is going to be a boon for people who are doing congressional research and want to look at an event over time.

The Clerk. All very, very good recommendations. We will certainly have an embarrassment of riches for our next meeting.

Okay. If there are no other comments or discussions, I will entertain a motion for adjournment.

Ms. Paul. So moved.

The Clerk. Second?

Ms. Bell. Second.

The Clerk. With that, this meeting is adjourned. Thank you all very much.

[Whereupon, at 11:37 p.m., the committee was adjourned.]