

# Executive Orders of Missouri's Governors by the Missouri State Library

Missouri Library Association  
Annual Conference  
October 7, 2011

JAN 04 2011

EXECUTIVE ORDER  
11-01SECRETARY OF STATE  
COMMISSIONS DIVISION

WHEREAS, the State Emergency Management Agency has advised me that severe weather has caused a natural disaster of significant proportions in Missouri; and

WHEREAS, the severe winter weather that began on December 30, 2010 has created a condition of distress and hazards to the safety and welfare of the citizens of the state of Missouri beyond the capabilities of some local jurisdictions and other established agencies; and

WHEREAS, the Missouri Department of Natural Resources is charged by law with protecting and enhancing the quality of Missouri's environment and with enforcing a variety of environmental rules and regulations; and

WHEREAS, in order to respond to the emergency and expedite the cleanup and recovery process, it is necessary to adjust certain environmental rules and regulations on a temporary and short-term basis.

NOW THEREFORE, I, JEREMIAH W. (JAY) NIXON, GOVERNOR OF THE STATE OF MISSOURI, by virtue of the authority vested in me by Chapter 44, RSMo, do hereby issue the following order:

The Director of the Missouri Department of Natural Resources is vested with full discretionary authority to temporarily waive or suspend the operation of any statutory or administrative rule or regulation currently in place under her purview in order to best serve the interests of the public health and safety during the period of the emergency and the subsequent recovery period.

This order shall terminate on January 31, 2011, unless extended in whole or in part.

IN WITNESS WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the State of Missouri, in the City of Jefferson, on this 4<sup>th</sup> day of January, 2011.



  
Jeremiah W. (Jay) Nixon  
Governor

ATTEST:

  
Robin Carnahan  
Secretary of State

# What is an Executive Order?

- Official act of the governor (or lieutenant governor if acting as governor).
- Signed by both the governor (or lieutenant governor) and the secretary of state.
- Contains the seal of Missouri.
- Kept by the secretary of state.
- Power delegated to the office of the governor usually by statute, sometimes by constitution (in MO).

# In MO, an Executive Order is used for a wide range of purposes...

- policy decisions and administrative matters of state government:
  - order departments to do something specific.
  - reorganize department duties.
  - transfer department duties.
  - establish supervisory authority over departments.
- extend/rescind/amend previous Executive Orders.
- establish commissions/committees and their duties.
- enforce federal laws, rules, and regulations.

# Who Keeps the Missouri Governors' Executive Orders?

- Missouri Constitution says the secretary of state.
- Sent from governor's office to Commissions division of SOS for SOS signature and seal of MO.
- Copy appears in *Missouri Register* published by Administrative Rules division of SOS (began 2003) .
- Missouri State Archives division of SOS has official copies (paper) and microfilm.
- Reference Services division of Missouri State Library in SOS maintains web site (not official copies).
- Issued by Gov. Nixon are on his web site: [gov.mo.gov](http://gov.mo.gov)

# Short History of Executive Orders in MO

- When was the first EO issued by a MO governor???
  - Extermination Order of Oct. 27, 1838, has been referred to as Exec. Order #44, but is it? (This ordered extermination and expulsion of Mormons from MO.)
- EOs began to be filed with SOS in 1943.
- Where were they kept before 1943?
- What were they called before 1943?

PHIL M. DONNELLY  
GOVERNOR

EXECUTIVE OFFICE  
STATE OF MISSOURI  
JEFFERSON CITY

March 6, 1945

EXECUTIVE ORDER

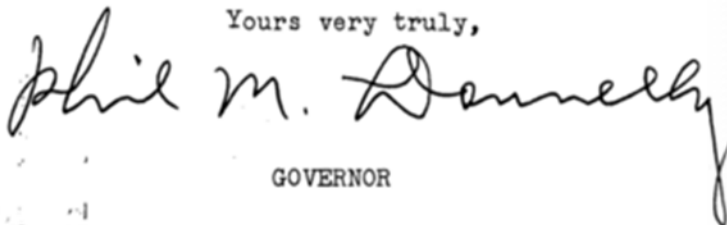
Brigadier General Clifford W. Gaylord  
Commanding General of the  
Reserve Military Force of the State of Missouri  
Jefferson City, Missouri

Dear General Gaylord:

By virtue of the provisions of Sections 6 and 7 of Article V of the Constitution of Missouri; Chapter 121 of the Revised Statutes of Missouri, 1939; and House Bill 501, Laws of Missouri, 1943, pages 644 to 647, inclusive, I hereby declare a public exigency exists in that part of Mississippi and New Madrid Counties known as the Birds Point - New Madrid Floodway Area, and in adjacent areas and counties affected thereby, by reason of impending flood waters.

I hereby direct you as the Adjutant General and the Commanding General of the Missouri Reserve Military Force to call out and utilize such military force as may be necessary for the preservation of life and property and the maintenance of law and order in said areas.

Yours very truly,



GOVERNOR

# Old Executive Orders Project - Annie

- In 2010, Archives gave us TIFs of each scanned page and spreadsheet with info compiled by volunteer.
- Working reverse chronologically.
- Group together TIFs by EO into new folders labeled using naming convention by date.
- Folder labels and summaries added to spreadsheet.
- Note any problems on spreadsheet.

# Old Executive Orders Project - Annie

- Problems:
  - Items not EOs.
  - Items with EOs.
  - Multiple EOs with same date.
  - Dates on EOs not matching dates on spreadsheet.
  - No dates on EOs.
  - No numbers on EOs.
  - Same numbers on EOs.
  - Same EO scanned more than once.
  - “Advisement,” “Proclamation,” “Emergency Order,” “Implementation Order,” etc.
  - SSNs on EOs.
  - Rescission letters signed by governor’s secretary.

# Old Executive Orders Project - Annie

- Solutions:
  - Items w/EOs – kept if mentioned in EO; moved to separate folder if not.
  - Dates – used Commissions’ date stamp if no date for gov’s signature; synchronized spreadsheet and EO dates.
  - Used yyymmdd naming convention plus letters.
  - Multiple scans of same EO – used most complete or best.
  - Decided to include “Advisement,” “Proclamation,” “Emergency Order,” “Implementation Order” – other names for EOs.
  - SSNs – redacted w/Adobe Acrobat Pro, contacted Archives.
  - Kept rescission letters signed by governor’s exec. asst.

# Old Executive Orders Project - Melissa

- PDF and Text File Processing Steps:
  - Create PDFs from the files Annie prepared
  - OCR PDFs
  - Copy and paste text into Notepad
  - Correct text
  - Save PDF and text file
  - Create spreadsheet with filenames and document titles
  - Inform Tom and Annie that I'm done

# Old Executive Orders Project - Melissa

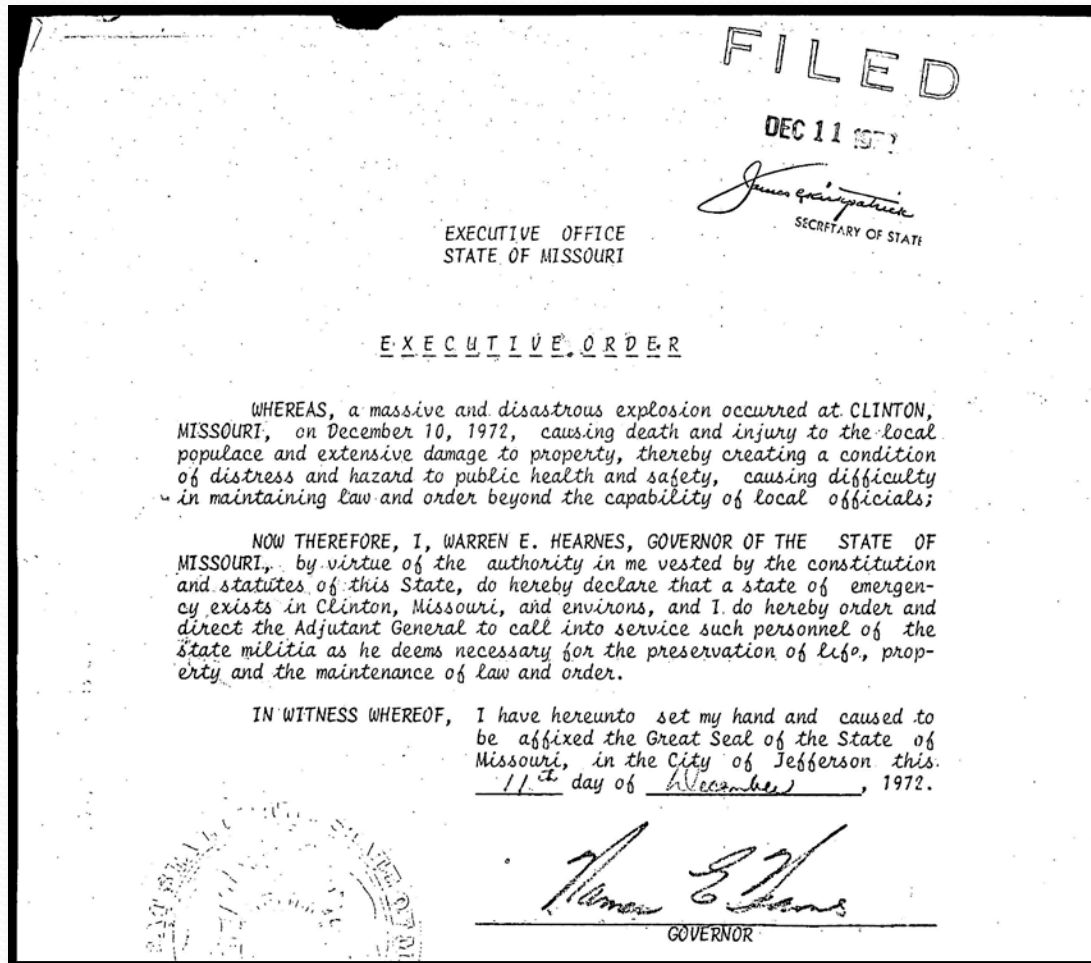
- Problems:

- Date stamps
- Scan quality
- Fonts
- Signatures
- Computer monitor
- Social Security Numbers
- Call numbers

- Tips:

- Notepad font
- Fix misspellings
- Exclude page numbers and letterheads
- PDF OCR could be inaccurate
- Follow text with fingers
- View documents side-by-side
- Redact after OCR

# Old Executive Orders Project - Melissa



# Old Executive Orders Project - Melissa

EXECUTIVE ORDER  
79-24

FILED  
JUN 15 1979

*Joseph P. Teasdale*  
SECRETARY OF STATE

WHEREAS, the Omnibus State Reorganization Act of 1974 authorizes the Governor to create, by executive order, such advisory councils as may be necessary to receive federal funds and to make such adjustments or modifications in the assignment of agencies, programs or operations as may be necessary to conform with federal law or regulations to receive federal funds; and

WHEREAS, the United States Department of Interior has promulgated certain regulations, specifically 36 C.F.R., § 60, 61, which require the designation of a State Historic Preservation Officer by the Governor and the establishment of a State Historic Review Board in order to comply with the provisions of the National Historic Preservation Act of 1966, as amended (16 U.S.C. § 470 et seq.) for the state to be eligible to receive certain federal grant funds.

NOW, THEREFORE, I, JOSEPH P. TEASDALE, GOVERNOR OF THE STATE OF MISSOURI, do hereby declare and direct the following:

The Director of the Missouri Department of Natural Resources is hereby designated as the State Historic Preservation Officer and shall have all the powers, duties and responsibilities as provided by 36 C.F.R. § 60, 61 for that office.

AND WHEREAS, there is hereby established and created a State Historic Review Board consisting of five persons to be appointed by the State Historic Preservation Officer, who shall serve without compensation other than expenses incurred. The membership of the State Historic Review Board shall be as provided in 36 C.F.R. § 61.4 and 61.5 as may be amended from time to time. Members shall serve for a term of two years beginning July 1, 1979.

# Old Executive Orders Project - Tom

- Package the PDF, full text and summary with instructions for IT to post to the web.
- Review the pages IT created.
- Coordinate with Melissa to test as needed.
- Resolve problems with IT.
- Request that the new pages be made live.

# Old Executive Orders Project - Tom

- Current focus: add PDFs to all executive orders currently on the site.
- Going forward:
  - Add PDFs, full text and summaries for EOs prior to 1984.
  - Adjust the site design so PDFs are more easily accessible.
  - Enforce greater consistency among the EO pages.
  - Audit accuracy of the text and summaries.

# SOS/MOSL Executive Orders Web Site

- <http://www.sos.mo.gov/library/reference/orders/>
- Summaries of each.
- Search by year or keyword.
- Text and PDF for 1997 – current.
- Text only for 1984 – 1996.
- Adding older ones to web site along with PDFs for all.

# Contact Information

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Melissa Gamblin

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Missouri State Library

Reference Services Division

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