

RESOLUTION 2018-1

A Resolution on the Retirement of Stephanie Hoff

WHEREAS, the objectives of Administrative Codes and Registers (ACR), a section of the National Association of Secretaries of State (NASS), include fostering the development of better rule writing skills and rule review techniques, and developing more effective management of the rule promulgation process, particularly in the publication of administrative codes and registers and public access to and involvement in the rulemaking process; and

WHEREAS, Stephanie Hoff, the Northern Region representative on the ACR Executive Council, retired as the Administrative Code Editor for the State of Iowa on June 29, 2018; and

WHEREAS, a former English teacher, Stephanie Hoff relocated to Des Moines to seek a job in editing and began her long and fulfilling career in state government as a temporary proofreader with the Iowa Administrative Code Office in February 1996; and

WHEREAS, by October 1996, Stephanie Hoff had been hired as a full-time member of the Administrative Code Office and subsequently rose through the ranks to become Deputy Administrative Code Editor in 2005 and Administrative Code Editor in 2011; and

WHEREAS, during her 22-year tenure with the Iowa Administrative Code Office, Stephanie Hoff applied her love of the English language, grammatical expertise, and keen attention to detail to daily editing work and helped ensure that the office routinely met tight deadlines on regulatory publications; and

WHEREAS, as Administrative Code Editor, Stephanie Hoff built a knowledgeable and highly motivated team of rules editors and implemented numerous technological changes to increase the timeliness, clarity, and quality of Iowa's administrative rules publications; and

WHEREAS, Stephanie Hoff also used her extensive knowledge of the rulemaking process to respond to historical administrative rules research requests and served as Secretary to Iowa's Administrative Rules Review Committee; and

WHEREAS, as an active participant in ACR forums, Stephanie Hoff relished opportunities to learn about the administrative processes in other states and provide valuable insights on Iowa's administrative process to her fellow state government professionals; and

WHEREAS, an inspirational leader, Stephanie Hoff demonstrated personal care and concern for her colleagues and went above and beyond in her interactions with state lawmakers, executive branch agencies, and members of the public; and

NOW, THEREFORE, BE IT RESOLVED that the members of ACR extend their deep appreciation and heartfelt thanks to Stephanie Hoff for her dedication and active membership and service to ACR and recognize her significant professional achievements on behalf of the residents of the State of Iowa; and

BE IT FURTHER RESOLVED upon majority vote of the membership in attendance, and upon passage, this resolution be recorded and spread upon the permanent minutes of the ACR business meeting and that it be sent to Stephanie Hoff, to share with her family.

Adopted this 14th day of July, 2018, at the National Association of Secretaries of State Administrative Codes and Registers Annual Summer Conference, in Philadelphia, Pennsylvania.

Emily Caudill

2016-2018 ACR President

Chris Coffman

2016-2018 Vice President

Deanna Maiolo

2016-2018 Secretary – Treasurer