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State of Rhode Island and Providence Plantations: Survey of State Documents and Law-Related Materials

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STATE OF RHODE ISLAND AND PROVIDENCE PLANTATIONS
SURVEY OF STATE DOCUMENTS AND LAW-RELATED MATERIALS

American Association of Law Librarians

GOVERNMENT DOCUMENTS SIS

State Documents Bibliography Series

Revised by

Nanette Kelley Balliot

Tom Evans

Colleen McConaghy Hanna

Last Updated December, 2012

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Preface to the 2012 Revision

This bibliography was prepared for the American Association of Law Libraries, Government Documents Special Interest Section (AALL GD-SIS) and serves as an update to previous editions.

The original edition, entitled *Selected Bibliography for the State of Rhode Island: State Documents and Law-Related Materials*, was compiled by Colleen McConaghy Hanna in 1993 and distributed at the 86th AALL Annual Meeting held in Boston, Massachusetts in July 1993. A revised edition, *State of Rhode Island and Providence Plantations: Survey of State Documents and Law-Related Materials*, was compiled in 2004 by Gail Winson, Director of the Law Library, Roger Williams University School of Law and distributed at the 97th AALL Annual Meeting held in Boston, Massachusetts in July 2004. In 2006, the bibliography was updated and posted to the Roger Williams University School of Law Library's web site. The 2012 Revision is available from the Roger Williams University School of Law Library's "Research" page.

The bibliography provides a list of the primary sources of Rhode Island law as well as select secondary sources that will help a legal researcher interested in Rhode Island law. For researching laws in the colonial period, consult Gail Winson's "Researching the Laws of the Colony of Rhode Island and Providence Plantations: From Lively Experiment to Statehood" in *Prestatehood Legal Materials: A Fifty-State Research Guide, Including New York City and the District of Columbia* (Michael Chiorazzi & Marguerite Most eds., 2005).

Nanette Balliot extends a special thanks to RWU School of Law Assistant Dean for Library and Information Services and Associate Professor of Law Raquel Ortiz and Collection Services Librarian Stephanie Edwards for their assistance with this revision.

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INTRODUCTION to the 2004 Revision

This bibliography is a completely revised and expanded version of Colleen McConaghy Hanna's bibliography, compiled in 1993 and distributed at the 86th AALL Annual Meeting held in Boston, Massachusetts, in July of that year. I had just arrived in Rhode Island as the Director of the Law Library of the new law school at Roger Williams University. My small staff and I were extremely grateful to receive a copy of Colleen's bibliography, entitled "Selected Bibliography for the State of Rhode Island: State Documents and Law-Related Materials." It was very helpful to us as newcomers as we built the collection and provided reference service in our newly adopted state.

I have retained Colleen's language in some sections, particularly those relating to traditional print sources, but the advent of web-based sources required many additions and deletions to the original text. It is incredible how much the distribution of state documents has changed since 1993. Notable additions to the tools available to research Rhode Island law are the web sites of the Secretary of State, the General Assembly, and the Judiciary.

While this bibliography emphasizes sources for current research, it also includes many sources for historical materials. For a description of sources available for researching laws in the colonial period, consult "Researching the Laws of the Colony of Rhode Island and Providence Plantations," by this author (forthcoming fall 2004 in *Prestatehood Legal Materials: A Fifty State Research Guide*, Haworth Press).

My thanks to both Colleen Hanna, Deputy Law Librarian of the Rhode Island State Law Library, and Tom Evans, the Rhode Island State Librarian, for reading this manuscript and making suggestions and corrections. Tom is extremely knowledgeable about Rhode Island state documents, particularly legislative and executive documents. Colleen works with Rhode Island legal materials every day and was kind enough to lend me her expertise, particularly on judicial documents.

I hope the readers of this bibliography will find it informative and useful. If you need further information, don't hesitate to call upon our small, but extremely friendly and professional, cohort of Rhode Island law librarians and state librarians.

Gail I. Winson
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Associate Professor of Law
Roger Williams University
Ralph R. Papitto School of Law
Bristol, Rhode Island
June 1, 2004

I. Constitutions

A. Annotated versions of the current Constitution of Rhode Island can be found in the following sources:

1. *General Laws of Rhode Island 1956*. Charlottesville, VA: LexisNexis, 1957-. Volume 1 includes a conversion table from the 1842 Constitution and an index.
2. *West's General Laws of Rhode Island Annotated*. Eagan, MN: West, 2006-.
3. *Constitution of the State of Rhode Island and Providence Plantations Annotated ed. Done in Convention at Providence on the Fourth Day of December, 1986*. Published by the Office of the Secretary of State, 1988.

B. Unannotated text of the Constitution can be found in the following sources:

1. The Secretary of State web page at <http://sos.ri.gov/library/history/constitution>.
2. The General Assembly's website at <http://webserver.rilin.state.ri.us/RiConstitution>.

C. Earlier Constitutions

1. Royal Charter of 1663 - The original charter is on display, enshrined in a vault at the entrance of the Senate chambers in the Rhode Island State House. Also from the Secretary of State web page at <http://sos.ri.gov/library/history/charter>.
2. Constitution of 1842 - The text can be found in early editions of the *Rhode Island General Laws* (revisions of 1909, 1923, and 1938) and editions of the *Rhode Island Manual* prior to 1986. The text of the 1842 RI Constitution is available at <http://archive.org/details/constitutionsta00islagooq>.
3. *Constitution and Royal Charter of the State of Rhode Island and Providence Plantations*. Providence, RI: Office of the Secretary of State, 2001.

D. Constitutional Conventions and Amendments – The Rhode Island sections of the three bibliographies below contain listings of documents relating to constitutional conventions. Accompanying microfiche sets are available from LexisNexis Academic & Library Solutions reproducing the full text of the documents.

1. *State Constitutional Conventions, from Independence to the Completion of the Present Union, 1776-1959: A Bibliography*. Compiled by Cynthia E. Browne. Westport, CT: Greenwood Press, 1973.
2. *State Constitutional Conventions, Commissions & Amendments, 1959-1978: An Annotated Bibliography*. Washington, D.C.: Congressional Information Service, 1981.

3. *State Constitutional Conventions, Commissions & Amendments, 1979-1988: An Annotated Bibliography*. Bethesda, MD: Congressional Information Service, 1989.

4. The Rhode Island State Archives and the Rhode Island State Library hold the proceedings of the constitutional conventions, as well as draft and final versions of the constitutions, from 1841 to date.

E. Commentary

1. Botelho, Joyce M. *Right and Might: The Dorr Rebellion and the Struggle for Equal Rights*. Providence, RI: Rhode Island Historical Society, 1992.

2. Chafee, Zechariah, Jr. *The Constitutional Convention that Never Met...* Providence, RI: Booke Shop, 1938-39.

3. Conley, Patrick T. *The Constitutional Significance of Trevett v. Weeden (1786)*. Providence, RI: Rhode Island Bicentennial Commission, 1976.

4. Conley, Patrick T. *Democracy in Decline: Rhode Island's Constitutional Development 1776-1841*. Providence, RI: Rhode Island Historical Society, 1977.

5. Conley, Patrick T. and Robert G. Flanders, Jr. *The Rhode Island State Constitution: A Reference Guide*. Westport, Conn.: Praeger, 2007.

6. Dennison, George M. *The Dorr War: Republicanism on Trial, 1831-1861*. Lexington, KY: University Press of Kentucky, 1976.

7. Dorr, Thomas Wilson, Burges, W. S. and Turner, George. *The Trial of Thomas Wilson Dorr for Treason*. Providence, RI: B. F. Moore, 1844.

8. Gettleman, Marvin E. *The Dorr Rebellion: A Study in American Radicalism, 1833-1849*. New York: Random House, 1973.

9. Goddard, William G. *Mr. Goddard's Address on the Occasion of the Change in the Civil Government of Rhode-Island*. Providence, RI: Knowles and Vose, 1843.

10. Mowry, Arthur May. *The Dorr War: The Constitutional Struggle in Rhode Island*. New York: Chelsea House, 1983.

11. Thompson, Elmer J. *A Study of the Constitution of Rhode Island and Providence Plantations*. Rhode Island. State Board of Education, 1956.

II. Legislature

A. General Information

1. State Library: The Rhode Island State Library functions primarily as the library to the legislature. The Library holds official documents of the State of Rhode Island and the United States. The library is also open to the public, Monday - Friday, 8:30 to 4:30. Contact at:

Rhode Island State Library
Office of the Secretary of State
State House, Room 208
82 Smith Street
Providence, RI 02903
401-222-2473 (Phone)
401-222-3034 (Fax)
statelibrary@sos.ri.gov
Website: <http://sos.ri.gov/library>

2. The General Assembly web site: The best web page from which to begin Rhode Island legislative research is: <http://webserver.rilin.state.ri.us/legislation>. There are links from this page to Bill Status, Bill Text, Journals, Public Laws, Current Legislative Session Information and General Legislative Information. A Disclaimer (available at <http://webserver.rilin.state.ri.us/Genmenu/disclaim.html>;) states: "The Legislature and Legislative Data Systems does try to assure the accuracy and timeliness of the information placed on this page by making regular daily updates. There may be times between updates, however, when information is not current, and we apologize for any inconvenience this may cause. This information is prepared as an informational service only and should not be relied upon as an official record of any action taken by the Rhode Island General Assembly. This information is provisional. For matters affecting legal rights, please refer to the printed version of the appropriate official publication." Certified print copies of bills and public laws can be obtained in the Secretary of State's office.

3. The General Assembly website contains informative articles on Rhode Island laws, including "How a Bill Becomes Law" (available at <http://webserver.rilin.state.ri.us/Genmenu/GenMisc/genbilaw.html>) and "History of the Laws of Rhode Island" (available at <http://webserver.rilin.state.ri.us/Lawrevision/lawsumry.htm>).

4. Directories / Handbooks

a. *The Rhode Island Government Owner's Manual*. Providence, RI: Office of the Secretary of State, 1996-. Contains sections on both the Senate and the House of Representatives, providing the names of legislative leaders in both houses, committee memberships, photographs and biographical information. Also contains contact information for municipalities and registered lobbyists.

b. The General Assembly web site contains a directory of memberships on House, Senate, and Joint Committees at

<http://webserver.rilin.state.ri.us/CommitteeMembers>.

c. Rhode Island. General Assembly. Joint Committee on Legislative Services. *Elected Officials with Political Affiliation and Suggested Mailing Address*.

Providence, RI: Joint Committee on Legislative Services, 2003. Frequency irregular. The Senate mailing list database is

<http://webserver.rilin.state.ri.us/Email/SenEmailListDistrict.asp>. The House of Representatives mailing list database is

<http://webserver.rilin.state.ri.us/Email/RepEmailListDistrict.asp>.

d. McMahon, Mary R. *Welcome to Our House: An Introductory Guide to the Legislative Process*. 4th ed. Providence, RI: Joint Committee on Legislative Services, 1999.

B. Pending Legislation

1. Text of bills

a. Current bills are available online and no longer distributed in paper, but paper copies can be obtained by using a dedicated PC at the Public Information Center of the:

Division of Public Information
Office of the Secretary of State
State House, Room 38
82 Smith Street
Providence, RI 02903 - 1119
Publicinfo@sos.ri.gov

b. The texts of bills, from the 1997 session forward, are available from the General Assembly website at <http://webserver.rilin.state.ri.us/legislation>. Bills can be searched by bill number, by bill sponsor, by *R.I. General Laws* citation, or by key words and phrases.

c. The State Law Library, State Library, and the State Archives all keep retrospective collections of bills as introduced. Amended versions of bills are available on microform at the State Library for the years 1987-1994. Original copies of all amended bills are available at the State Archives.

2. Status of bills

a. Bill status for the current session and status information for bills back to 2003 can be accessed from the General Assembly website at

<http://status.rilin.state.ri.us>.

b. The State Library has subject and sponsor indexes for all of the bills introduced from 1902 through 1995, and indexes which give the status of all bills introduced from 1908 through 2004.

3. Unofficial, online sources of pending legislation:

a. Westlaw databases: RI-BILLTXT (full text of all available versions of bills from the current session), RI-BILLTRK (summaries and status information on current legislation), RIBILLS (combines BILLTXT and BILLTRK databases).

b. LexisNexis databases: RI Full-Text Bills (RITEXT file) (Text of bills from the current legislative session); RI Bill Tracking Reports (RITRCK file) (Summary and legislative chronology of all pending legislation in the current legislative session); Rhode Island Bill Tracking and Full-Text Bills (RIBILL file) (Group file which combines RITEXT and RITRCK databases). All three databases are accessible through the path: Legal> States Legal – U.S.> Rhode Island> Find Statutes, Regulations, Administrative Materials & Court Rules.

C. Session Laws

1. Slip Laws

a. The General Assembly’s website contains Public Laws from 1994 to the present, accessible at <http://webserver.rilin.state.ri.us/legislation>. This web page also contains links to other recent documents from the Law Revision Office, including: a list of public laws by short title, a list of local acts and resolves by short title, and a list of bills vetoed by the Governor.

b. The State Law Library, State Library and State Archives are the only three libraries which receive slip laws for any given session of the General Assembly. The State Law Library and the State Archives receive only the public laws enacted. The State Library, exercising its function as the Legislative Library, maintains public laws, private acts and resolutions.

c. Rhode Island Legislative Council. *Summary of the Proceedings of the Rhode Island General Assembly at the Regular January Session ...* Providence, RI: 1966-1994. Annual. No longer published. This source includes a “Digest of Public Laws” which provides the user with a brief overview of legislation enacted in a particular session. Private acts, acts of incorporation, and resolutions of a public and private nature are omitted. Acts affecting or relating to a specific community are listed, but not digested. Arrangement of the information follows the topical headings used as titles in the *General Laws of Rhode Island*.

2. Bound Session Laws are published in the following volumes:

a. Rhode Island. General Assembly. Joint Committee on Legislative Services. Law Revision. *Public Laws of the State of Rhode Island and Providence Plantations Passed by the General Assembly at the January Session ...* [printed by LexisNexis, 1997-] Annual. Published since 1970, volumes 1997 to date are available from LexisNexis; most earlier volumes are available from the State Library, Room 208, State House, Providence, RI 02903, Phone 401-222-2473. The *Public Laws* contain all acts passed by the General Assembly during the previous session except resolutions and acts of a local and private nature.

b. Rhode Island. General Assembly. Joint Committee on Legislative Services. Law Revision. *Rhode Island Acts and Resolves of the State of Rhode Island and Providence Plantations passed by the General Assembly at the January Session ...* [printed by LexisNexis, 1997-] Annual. Volumes 1997 to date are available from LexisNexis; all earlier volumes are available from the State Library, State House, Providence, RI 02903, Phone 401-222-2473. Prior to 1970, the *Acts and Resolves* contained all of the Public Laws, Private Acts and Resolutions passed by the General Assembly. Beginning in 1970, the General Assembly began publishing the *Acts and Resolves* and the *Public Laws* in separate volumes, each with its own index. The *Acts and Resolves* contain all House, Senate, and Joint Resolutions passed in the previous session. They also contain local and private acts which apply only to a single person, organization, city or town.

3. Unofficial, online sources of session laws

a. Westlaw: RI-LEGIS (Acts passed by the current legislative session); RI-LEGIS-OLD (Acts passed by the General Assembly, 1990-).

b. LexisNexis: RI - Rhode Island Advance Legislative Service (RIALS file) (Advance Legislative Service contains full text of all laws enacted during a legislative session). Path on LexisNexis is Legal>States Legal – U.S.> Rhode Island> Find Statutes, Regulations, Administrative Materials & Court Rules.

4. Historical volumes

a. Public acts have been published continuously in *Rhode Island Acts and Resolves* and *Rhode Island Public Laws* from 1750 to date. The State Library holds the bound volumes of the *Acts and Resolves* and the *Public Laws* from 1750 to date. The State Archives holds the original copies of all Public Laws, Acts and Resolves from 1638 to two years before the present year.

b. Local and private acts have been published continuously in a series since 1750. Common title variations are *Acts and Resolves* and *Acts, Resolves and Reports*.

c. *Records of the Colony of Rhode Island and Providence Plantations*, edited by John Russell Bartlett. 10v. Providence, RI: A.C. Greene Bros., 1856-65. A selection of documents covers the years 1636-1792. Volume 1 contains the public laws codified in 1647.

D. Statutes

1. The first codification of Rhode Island laws of a general and permanent nature was done in 1647. (See II.C.4.c. above.) Later codifications were completed in 1798, 1822, 1844, 1857, 1872, 1882, 1896, 1909, 1923, 1938, and 1956. Title variations are: *Public Laws*, *Public Statutes*, *General Statutes*, and *General Laws*.

2. *General Laws of Rhode Island 1956*. Charlottesville, Va.: LexisNexis, [1957]-date. 9v. in 30, with annual pocket part supplements and index volumes; periodic revised volumes. This source is the official annotated code of all Rhode Island laws of a general and permanent nature. The *1956 General Laws* is the most recent reenactment of the entire body of *General Laws*. Previous reenactments were published in the following years: 1798, 1822, 1844, 1857, 1872, 1882, 1896, 1909, 1923, and 1938. Since 1956, individual volumes have been reenacted when a supplement becomes so large that much of the text in the main volume is outdated. When a volume is reenacted all current language of the legislation is incorporated into the new volume, and the new reenactment date appears on the spine of the bound volume. The *General Laws* collects all laws of statewide consequence. While all general laws are public laws, not all public laws are general laws. Statewide bond issues and referenda are public laws, but not general laws. Bound sets of the *Public Laws* include all legislation except for resolutions and local and private acts.

3. *West's General Laws of Rhode Island Annotated*. Eagan, MN: West, 2006-.

4. Unofficial, online sources of codified statutes:

a. Westlaw: RI-ST (Rhode Island statutes, constitution, and court rules); RI-ST-ANN (Rhode Island annotated statutes, constitution, and court rules).

b. LexisNexis: RI-General Laws of Rhode Island; RI - General Laws of Rhode Island, Constitution, Court Rules & ALS, Combined (RICODE file) (Group file containing Rhode Island statutes, constitution, court rules and current advance legislative service) (Path for both databases is Legal>States Legal – U.S.>Rhode Island>Find Statutes, Regulations, Administrative Materials & Court Rules).

E. Local Laws and Charters

1. The Rhode Island State Library and State Law Library attempt to keep in their reference collections all the local ordinances and charters of the 39 cities and towns in the state. The cities and towns that have their codes professionally published are updated regularly and include indexes and tables. Municipalities which compile their own codes send updates to the library less frequently. The larger cities within the state provide the Law Library with slip ordinances as they are passed, to supplement the

code until the slip ordinances are codified by the publishing company. Many cities and towns have their charters, codes, ordinances or other documents available on various web sites. They are:

<http://www.municode.com/Library/RI> (Bristol, Burrillville, Central Falls, Cranston, Cumberland, Exeter, Hopkinton, Jamestown, Narragansett, Newport, North Kingstown, Providence, Scituate, South Kingstown, Tiverton, Warren, Warwick, and West Warwick)

<http://www.clerkbase.com/cityandtownlinks.php> (Barrington, Central Falls, Charlestown, Cumberland, East Providence, Exeter, Jamestown, Middletown, Narragansett, Newport, North Providence, Pawtucket, Providence, Scituate, Smithfield, South Kingstown, Tiverton, West Warwick, Westerly, and Woonsocket)

<http://www.generalcode.com/ecode360/RI> (Barrington, Charlestown, Coventry, East Greenwich, Gloucester, Johnston, Lincoln, Pawtucket, Smithfield, Westerly, and Woonsocket Housing Authority)

<http://www.richmondri.com/vertical/sites/%7BA21E130C-F923-442C-B928-699EF86AFC5A%7D/uploads/%7B40C2D89A-4768-4737-8173-BC5C7614A53B%7D.PDF> (Richmond)

2. Title 45 of the *General Laws* contains legislation relating to towns and cities, including provisions which apply to specific municipalities. (e.g., authorization to establish municipal courts, charge landing fees, etc.)

F. Legislative Process / Legislative History

1. Journals - Prior to 1905 and 1907, the legislative journals were published, but without systematic organization. The *Journal of the House of Representatives* dates back to 1728, with various title changes. The *Journal of the Senate* dates back to 1733.

a. State of Rhode Island and Providence Plantations. General Assembly. House of Representatives. *Journal of the House of Representatives*. Providence, RI: January Session (1905) - date.

b. State of Rhode Island and Providence Plantations. General Assembly. Senate. *Journal of the Senate*. Providence, RI: January Session (1907)-date.

c. The Journals of the House and Senate are published every day the House of Representatives or Senate is in session. Journals for 1998 through the current session are available from the General Assembly website at <http://webserver.rilin.state.ri.us/legislation>. The State Publications Clearinghouse for Libraries distributes free copies of the Journals to any Rhode Island Library wishing to receive them. Included in the Journals is information on the introduction of bills, committees to which bills have been referred, committee

reports regarding the recommendation or refusal of passage of specific legislation, and voting records on legislation.

2. Committee Activity

a. Legislative Committee Calendars appear on the General Assembly website at http://status.rilin.state.ri.us/legislative_committee_calendar.aspx.

b. State Library Bulletin Board - The schedule of prospective committee meetings including agendas containing bill number, title, and short explanation of the bill are posted on the House and Senate bulletin boards outside the entryway of the State Library at least two days before any standing committee meeting. An archival copy of each agenda is kept and organized by committee and date by the staff of the State Library and is made available during library hours for purposes of historical searching.

c. Committee proceedings

(1) Bills approved by committees are reported out of committee to their respective houses with recommendations for passage. The reports of the committees are noted in the House and Senate Journals. There are no published records or verbatim transcripts of testimony at committee proceedings.

(2) “Committee Books” - Unofficially, all recorded votes of committees, written testimony submitted to a committee, or transcripts of any recorded testimony are retained by the clerk or committee for each session. All committee votes, transcripts, and testimony are transferred to leadership after each session. Starting with the 2011 session, the General Assembly posts the committee votes on their website at <http://status.rilin.state.ri.us/Committees.aspx>. The State Library has print copies of the House committee votes from 1998-2005 and print copies of the Senate committee votes from 1998-present.

(3) Videotape recordings - Capitol Television, the television office of the General Assembly, videotapes all House and Senate floor action and House Finance Committee proceedings on a regular basis. Other committee hearings and press conferences may be taped as needed but not on a regular basis. Capitol Television maintains tapes from 1990 to date and makes copies available upon request. The phone number is 401-222-3838.

(4) Broadcasts - Committee hearings and all House and Senate sessions are broadcast by Capitol Television to the state’s cable television systems, where they are carried as community programming.

d. Commission Reports and other Legislative Reports prepared for the General Assembly - Irregular formation of special commissions to investigate certain issues may result in commission reports. Reports on pending legislation are also prepared by Assembly committees or other groups and presented to the House and Senate to assist in their deliberations. Access to these documents is available at the State Library. A few current documents are available from the home page of the General Assembly web site.

e. *General Laws* - After the text of each statutory section, a “History of Section” provides citations to the original act, and any later amendments, in the session laws.

III. Judiciary

A. Directories

1. *The Rhode Island Government Owner’s Manual*. Providence, RI: Office of the Secretary of State, 1996- . Contains information on Rhode Island judges in the “Rhode Island Judiciary” section, including addresses and phone numbers, general background, biographical and other information. A directory of the Rhode Island Judiciary is available from the Rhode Island Secretary of State’s Directory of Government Officials website at <http://sos.ri.gov/govdirectory>.

2. Rhode Island Bar Association. *Membership Directory*. Lake Helen, Fla.: PCNA Communications Corp. Latest edition, 2000-01. Also referred to as the *Membership Photo Directory*, this publication contained thumbnailsize photos of each member of the bar. The membership directory is no longer published in print and appears only on the Bar’s website (without photos) at <https://www.ribar.com/Members/Directory>.

3. A judicial roster for all Rhode Island courts is provided on the Rhode Island Judiciary website at <http://www.courts.ri.gov/PDF/JudicialRoster.pdf>.

B. Court Structure

1. Rhode Island’s state court system is a unified system comprising six courts. The Supreme Court is the court of last resort, with the Chief Justice of the Supreme Court responsible for the administration of the entire state judicial system. The Superior Court is a court of general jurisdiction. There is no intermediate appellate court, but there are four courts of limited jurisdiction, some with appellate divisions: District Court, Family Court, Workmen’s Compensation Court, and the Rhode Island Traffic Tribunal. There are also some special calendars and courts which operate under the administration of one of the above-mentioned courts. For example, the gun court calendar is under the jurisdiction of the Superior Court. The Domestic Violence Court, the Truancy Court, and the Juvenile Drug Court operate under the jurisdiction of the Family Court. Probate courts are local

courts which have jurisdiction in the town or city in which each is established and are not part of the state judicial system.

2. More detailed information on the jurisdiction of Rhode Island courts is found in Title 8 of the *General Laws*, §§ 8-1-2 to 8-10-3. Related sections are § 28-30-1 dealing with the Workers' Compensation Court and §§ 33-22-1 to 33-23-20, dealing with probate practice and procedure.

3. A "Rhode Island Court Structure" chart is available at http://www.courts.ri.gov/PDF/Court_Structure.pdf. Annual Reports of the Judiciary for some years contain an organizational chart and a fairly detailed explanation of the court structure.

C. Court Decisions

1. Rhode Island Supreme Court opinions are reported in:

a. *Rhode Island Reports*. Providence, RI: Supreme Court, 1828-1980. Ceased publication with v. 122 in 1980.

b. *Rhode Island Reporter*. Eagan, MN: West, 1980- . Contains Rhode Island opinions from *Atlantic Reporter, 2d*, v. 412-date. Updated by *Atlantic Reporter, 3d* weekly advance sheets.

c. *Atlantic Reporter, Atlantic Reporter, 2d* and *Atlantic Reporter, 3d*. Eagan, MN: West, 1886-date.

d. Opinions from the 1999-2000 term to date are available on the Rhode Island Judiciary website at <http://www.courts.ri.gov/Courts/SupremeCourt/Pages/Opinions%20and%20Orders.aspx>.

2. Rhode Island Superior Court and other trial courts

a. Written opinions from January, 2000 to date are published on the Rhode Island Judiciary website at <http://www.courts.ri.gov/Courts/SuperiorCourt/Pages/Decisions.aspx>. Retrieve a list of opinions for the 2010 session through the current session by selecting the year. Opinions from 2000 through 2009 are searchable by party name.

b. The State Law Library collects, organizes, indexes and binds all trial court written decisions. They are accessible by date of the decision since there is no cumulative index to the opinions.

c. Decisions of the Workers' Compensation Court Appellate Division are available from 2003 to date at

<http://www.courts.ri.gov/Courts/workerscompensationcourt/AppellateDivision/default.aspx>.

3. Unofficial, electronic sources for court opinions

a. LexisNexis: RI State Cases, Combined (RICTS file) (Supreme Court decisions from 1828 to date and Superior Court decisions from 1980 to date), Path is Legal>States Legal- US>Rhode Island>Find Cases>RI State Cases, Combined; RI - Rhode Island State & Federal Court Rules (RIRULE file), Path is Legal > States Legal - U.S. > Rhode Island > Find Statutes, Regulations, Administrative Materials & Court Rules> RI - Rhode Island State & Federal Court Rules.

b. Westlaw: RI-CS (Rhode Island Cases: Supreme Court decisions from 1828 to date and Superior Court decisions from 1991 to date); RI-RULES (Court Rules); RI-RULESUPDATES (Rules Update Orders).

c. LexisNexis CD – Rhode Island Primary Law. Albany, NY: LexisNexis. One CD-ROM updated regularly. Contains Supreme Court decisions from 1828 to date and Superior Court decisions from 1980 to date.

d. *LoislawConnect*. New York: NY: Wolters Kluwer Law & Business. Available on the internet at http://estore.loislaw.com/t-LL_LoislawConnect.aspx. Contains Supreme Court decisions from 1828 to date and Superior Court decisions from 1991 to date.

e. *Rhode Island CompBase*. Pawtucket, RI: CompBase, Inc. One CD-ROM updated semiannually. Contains decisions of the Appellate Division, Workers Compensation Court from 1983 to date, and includes court rules and *General Laws* relating to workers' compensation. Also available on the Internet.

4. U. S. District Court for the District of Rhode Island. The State Law Library has bound slip opinions from the U. S. District Court of Rhode from 1985 to 2005. The opinions include both published and unpublished opinions. Opinions of the individual judges are available from the U.S. District Court for the District of Rhode Islands at <http://www.rid.uscourts.gov>. Select "Opinions" from the "Case Information" or "Judges" pull-down menu. Coverage varies by Judge.

D. Records and Briefs

1. Rhode Island. Supreme Court. [*Briefs*]. Providence, RI: Rhode Island State Law Library, 1908- . The State Law Library is responsible for binding briefs submitted for cases argued before the Rhode Island Supreme Court. The briefs are organized by terms of court, held each year from September through May. There is no cumulative indexing of briefs.
2. The Rhode Island Supreme Court Judicial Records Center (JRC) holds the archival records of the Supreme and Superior court cases, while the Law Library retains the briefs. The JRC is located at 5 Hill Street, 2d floor, Pawtucket, RI 02860. Phone: (401) 721-2641. Email for information about records: judicialrecordscenter@courts.ri.gov.
3. The Rhode Island District Court, Sixth Division, written decisions are collected and bound by the State Law Library. The Sixth Division includes Providence as well as other municipalities. Records from other divisions must be obtained from the Clerk's Office in the respective county or division. Some district court records are available from the Judicial Records Center.

E. Digests

1. *Rhode Island Digest*. Eagan, MN: West, 1952-. 10v. in 37. Coverage 1783-date.
2. *Atlantic Digest* and *Atlantic Digest, 2d*. St. Paul, MN: West, 1930- . Coverage 1764 date.

F. Court Rules

1. *Rhode Island Court Rules Annotated*. Charlottesville, Va.: LexisNexis Matthew Bender, 1987-. 1v. Annual with semi-annual updates.
2. *The Court and Practice Act*. Providence, RI: E.L. Freeman & Sons, state printers, 1905. This is the first set of codified court rules and procedures published in Rhode Island.
3. Recent changes to court rules are first printed officially in the form of an order of the Supreme Court. The original orders are filed with the Secretary of State's Division of Public Information. Copies of the orders are distributed by the Court Clerk's Office and are also available on the Rhode Island Judiciary web site at <http://www.courts.ri.gov/Courts/SupremeCourt/Pages/Opinions%20and%20Orders.aspx>.
4. Rules of procedure for individual courts can also be found by clicking on the name of a court from the Rhode Island Judiciary website <http://www.courts.ri.gov/default.aspx>. Not all courts include their rules on the website.

5. Commentary:

a. Kent, Robert B. *et al. Rhode Island Civil and Appellate Procedure: Rules of Civil and Appellate Procedure with Commentaries*. 1v. (Looseleaf) Eagan, MN: West, 2004- . This work updates Professor Robert B. Kent's treatise, *Rules of Civil Procedure with Commentaries*. Part 1 was written in conjunction with Professor Kent by Professor B. Mitchell Simpson, III, of Roger Williams University School of Law and former Rhode Island Supreme Court Justice Robert G. Flanders, Jr. It focuses on the Superior Court rules of civil procedure. Part 2, written by David A. Wollin, focuses on the Supreme Court rules of appellate procedure.

b. MacFadyen, John A. and Barbara Hurst. *Rhode Island Criminal Procedure*. Salem, NH: Butterworth Legal Publishers, 1988-95.

c. Weisberger, Joseph R. *Rhode Island Appellate Practice: Rules and Statutes affecting Appellate Practice and Procedure with Commentary*. Charlottesville, VA: Lexis Publishing, 1985- . 1v. (Looseleaf). Last supplement 1993, no. 3.

G. Jury Instructions

Rhode Island Bar Association. Superior Court Bench/Bar Committee. *Model Civil Jury Instructions for Rhode Island, 2d ed.* Providence, RI: Rhode Island Bar Association, 2003.

H. Judicial Boards and Commissions

1. Board of Bar Examiners

250 Benefit Street

Providence, RI 02903

(401) 222-3272

Website: <http://www.courts.ri.gov/attorneyresources/boardofbarexaminers/default.aspx>

The Board of Bar Examiners administers the Rhode Island bar examination on the last Tuesday and Wednesday of February and July. The Supreme Court appoints seven attorneys to the board for five-year terms. Members of the Board proctor the bar exam and score the responses to the essay questions.

2. Commission on Judicial Tenure and Discipline

Licht Judicial Complex

250 Benefit Street

Providence, Rhode Island 02903

(401) 222-1188 telephone

(401) 222-1493 facsimile

Website:

<http://www.courts.ri.gov/PublicResources/JudicialTenureandDiscipline/default.aspx>

The Commission on Judicial Tenure and Discipline was created in 1974 to provide a forum for complaints against any judge or magistrate of the state court system's six courts. The Commission reviews allegations of serious violations of the Code of Judicial Conduct. Following a formal hearing, the Commission determines whether charges have been sustained, reports its findings to the Supreme Court, and recommends disciplinary action or dismissal of the complaint.

3. Committee on Character and Fitness

Rhode Island Supreme Court

250 Benefit Street

Providence, RI 02903

(401) 222-3272

Website: <http://www.courts.ri.gov/attorneyresources/characterandfitness/default.aspx>

Established by the Supreme Court in 1988, the Committee on Character and Fitness determines the moral fitness of Rhode Island bar applicants, including a personal interview. The Committee has seven members who are appointed by the Supreme Court for three-year terms.

4. Disciplinary Board

Fogarty Judicial Annex

24 Weybosset Street, Room 307

Providence, RI 02903

(401) 222-3270 telephone

(401) 222-1191 facsimile

Website: <http://www.courts.ri.gov/publicresources/disciplinaryboard/default.aspx>

The Disciplinary Board has a two-fold responsibility: to protect the public and to maintain the integrity of the legal profession. The Supreme Court appoints twelve members to the Board, eight of whom are attorneys and four of whom are members of the public. The Supreme Court Disciplinary Counsel is the investigative arm of the Board.

The Rules of Procedure of the Disciplinary Board are found at

<http://www.courts.ri.gov/PublicResources/disciplinaryboard/PDF/Article3.pdf>

and its Rules of Professional Conduct at

<http://www.courts.ri.gov/PublicResources/disciplinaryboard/PDF/Article5.pdf>.

5. Ethics Advisory Panel

Fogarty Judicial Annex

24 Weybosset Street, Room 307

Providence, RI 02903

(401) 222-3270

Website: <http://www.courts.ri.gov/attorneyresources/ethicsadvisorypanel/default.aspx>

The Ethics Advisory Panel was established by the Supreme Court in 1986 to provide Rhode Island attorneys with confidential advice on prospective behavior based on the Rules of Professional Conduct. The Supreme Court appoints five Rhode Island attorneys

to serve on the panel for either two or three-year terms. Although attorneys are not required to abide by panel opinions, those who do so are fully protected from any subsequent charged impropriety. Panel opinions are published in the *Rhode Island Bar Journal* and the *Rhode Island Lawyers Weekly*. The State Law Library maintains a set of panel opinions along with a topical index. Opinions from 1987 to date are also available on the Judiciary's website at <http://www.courts.ri.gov/AttorneyResources/ethicsadvisorypanel/Pages/Ethics%20Advisory%20Panel%20Opinions.aspx>.

6. Mandatory Continuing Legal Education (MCLE)

24 Weybosset Street

Providence, RI 02903

(401) 222-4942 telephone

(401) 222-4302 facsimile

Website: <http://www.courts.ri.gov/attorneyresources/mcle/default.aspx>

The Education Office administers education programs for state court judges and magistrates, and also oversees mandatory continuing legal education (MCLE) programs for Rhode Island licensed attorneys.

I. Court Publications

1. Rhode Island. Judicial Council. *Report of the Judicial Council to the Governor*. Irregular, last published 1997.

2. Rhode Island. Administrative Office of the State Courts. *Report on the Judiciary*. Annual. Title varies: 2002-, *Justice Independence Honor: Rhode Island Judiciary Annual Report*. Annual reports from 2003 to date are available at <http://www.courts.ri.gov/publicresources/annualreports/default.aspx>.

3. *State of the Rhode Island Judiciary*. Providence, RI, 2002-2008. Annual. The only Chief Justice to speak to the General Assembly was former Chief Justice Frank Williams, who gave a "State of the Judiciary" from 2002 to 2008.

IV. Executive

A. Directories

1. *The Rhode Island Government Owner's Manual*. Providence, RI: Office of the Secretary of State, 1996-. The *Manual* contains a section, "Rhode Island State Departments and Agencies," which lists detailed directory information for all administrative agencies. The Secretary of State maintains a listing of listing of departments and agencies at <http://sos.ri.gov/govdirectory/index.php?page=IdxDeptAgency>. There are options to browse or search the listing.

B. Governor

1. For general information, the Governor's website address is <http://www.governor.ri.gov>.

2. Budget Documents

a. Rhode Island. Governor. *Budget*. Annual. This is the state budget as introduced by the governor, not the final version. It includes: Budget, Capital Budget, Executive Summary, Personnel Supplement, Technical Appendix, and Program Supplement. Title varies: *State Budget*. FY2001 to current budgets are available in *pdf* format on the Budget Office website at <http://www.budget.ri.gov>. Select Prior Year Budgets link.

b. Rhode Island. Governor. *Budget as Enacted*. Annual (not published in some years, depending on the administration). FY2001 to current budgets are available in *pdf* format on the Budget Office website at <http://www.budget.ri.gov>. Select Prior Year Budgets link.

c. Rhode Island. Governor. *Budget Message*. Irregular. Available from the Governor's Office website at <http://www.governor.ri.gov/newsroom/speeches> and also published in the Journals of the House and Senate.

3. State of the State Address

a. Rhode Island. Governor. *State of the State Address*. Annual. Title varies: *Annual Message of the Governor to the General Assembly; Message of ... Governor of Rhode Island*. Available on the website of the Governor's Office at <http://www.governor.ri.gov/newsroom/speeches> and also published in the Journals of the House and Senate. The State Library has print copies of the Addresses from 1864 to the present.

4. Executive Orders

The State Library and State Law Library maintain a collection of Executive Orders from 1973 to date, organized by year and numerical sequence within each year. The State Library maintains an index with links to the full text for Executive Orders from 1973 to date that is searchable by keyword, subject, or governor online at <http://library.sos.ri.gov/dbtw-wpd/govorder/govorder.htm>. The Executive Orders of current Governor Lincoln D. Chafee are available at <http://www.governor.ri.gov/newsroom/executiveorders>.

5. Special reports and studies prepared by the Governor's Office and any other agencies under his jurisdiction are published separately and can be found in the *Checklist of Rhode Island State Documents*, available online at <http://www.sos.ri.gov/library/publicationsclearinghouse/checklists>. Reports of Governor's Commissions can also be identified by searching the catalogs of Rhode Island depository libraries.

C. Agency Rules and Regulations

1. Under the Administrative Procedures Act, the Secretary of State is responsible for the codification of state agency rules. All agencies were required, beginning in 2002 and every five years thereafter, to refile a certified copy of all lawfully adopted rules in force on the date of filing, the format to be specified by the Secretary of State. All agencies are now required to submit adopted rules in electronic format.

2. The Office of the Secretary of State maintains a database of rules and regulations on its website at <http://sos.ri.gov/rules>. The site includes a search interface and a rules tracker. The user can perform a simple search by agency and key word. The advanced search feature allows a search across all agencies and offers a choice of sorting capabilities. The search engine allows Boolean searching of key terms. Users can also create an account to track a particular regulation and receive email updates. The database contains regulations filed from January 2002 to present; historical regulations are on file at the State Archives. Proposed rules can be searched using a separate database <http://sos.ri.gov/ProposedRules>.

3. *Code of Rhode Island Rules*. Charlottesville, Va.: LexisNexis Matthew Bender, 1991-. 27v. Updated monthly.

This commercial publication is a collection of all state agency rules adopted pursuant to the Administrative Procedures Act and filed with the Secretary of State. The set is organized by agency and follows a looseleaf format for updating. Currently, there are five libraries which subscribe to the *Code of Rhode Island Rules*: the State Library, the State Law Library, the State Archives, the University of Rhode Island, and the law library of the Roger Williams University School of Law.

4. *Rhode Island Government Register*. Charlottesville, Va.: LexisNexis Matthew Bender, 1992-. . Monthly.

This publication does not directly update the *Code of Rhode Island Rules*, but does contain a "List of Modifications to Rhode Island Rules" in each issue, and a complete list of current rules in the January issue. The *Register* also includes other legal information which affects administrative law, including appointments and Executive Orders of the Governor, Attorney General Opinions, Ethics Commission opinions, emergency rules, notices of proposed rulemaking and other regulatory agency actions. Each issue contains a monthly cumulative index to items under each major area covered by the *Register*: Office of the Governor,

Opinions, Rulemaking, Public Laws, and Other Regulatory Agency Actions. January and June issues also carry a Regulatory Agenda for the current year.

5. Historical Rules and Regulations.

Prior to the publication of the *Code of Rhode Island Rules*, no formal compilation of the *Code* was available. The Administrative Procedures Act did require agencies to file their regulations with the Secretary of State. Consequently, some agencies compiled booklets or pamphlet-style documents of its specific agency's rules and regulations, and deposited them at the State Library and the State Law Library. The information deposited was not always the most current or complete. Interested parties would be directed to the individual agencies for any information regarding agency rules and regulations.

D. Administrative Agency Decisions

1. The State of Rhode Island adopted the Administrative Procedures Act in 1962, by Public Law, ch. 112. *Rhode Island General Laws* § 42-35-2 requires each agency to adopt rules of practice for all formal and informal procedures and to make such rules available for public inspection. *Rhode Island General Laws* § 42-35-2 sets forth the notice, hearing and records requirements for contested cases. Some decisions, such as those from the Division of Taxation and the Public Utilities Commission decisions are available on Westlaw and LexisNexis. Others must be obtained directly from the agency. The State Law Library receives slip decisions from the Commissioner of Education. Most state agencies do not supply the library with decisions.

E. Attorney General

1. Check the Attorney General's website <http://www.riag.ri.gov> for access to advisory opinions. Access to opinions varies from one administration to the next.

2. Individual opinions can be obtained directly from the Attorney General's Office. Westlaw provides coverage of opinions from 1981 to date, and LexisNexis provides coverage from January, 1977 to date.

3. *Rhode Island Register*. Charlottesville, Va.: LexisNexis Matthew Bender, 1992-. Monthly.

4. *Reports and Opinions of the Attorney General*. Buffalo, NY: William S. Hein & Co., 1985-. Annual. Microfiche. Complete through 2010.

5. *The Attorney General's Guide to Open Government in Rhode Island*. 6th ed. revised July 2012. This publication can be downloaded at <http://www.riag.ri.gov/documents/opengov/guidetoopengovernmentbookletfullpagetext.pdf>. Open Meetings Act and Access to Public Records Act advisories and opinions can be searched at <http://www.riag.ri.gov/civilcriminal/search.php>.

6. The 2011 annual report of the State of Rhode Island Office of the Attorney General is available at <http://www.riag.ri.gov/documents/2011annualreport.pdf>.

V. Miscellaneous Publications

A. Guides and Directories

1. *The Rhode Island Government Owner's Manual*. Providence, RI: Office of the Secretary of State, 1996-. The on-line "Directory of Government Officials" is a continually updated, on-line version of the "Owner's Manual." It is available at <http://sos.ri.gov/govdirectory>. Free copies are available from the Secretary of State's Office, State House, 82 Smith St., Room 38 and at two Providence locations: Elections Division at 148 West River St. near the "Turnkey" Post Office and the State Archives at 337 Westminister St. To obtain a copy by mail, please mail a check in the amount of \$5 payable to "Secretary of State's Office" to cover the cost of postage at this address:

Secretary of State's Office
State House
82 Smith St., Room 38
Providence, RI 02903-1119

2. The RI.gov website at <http://www.ri.gov/index.php> provides a centralized portal for individuals and businesses to access Rhode Island government information and services.

3. *Directory of City/Town Officials*. Rhode Island Department of Administration. Office of Local Government Assistance. Providence, RI. Annual. Also available online at <http://www.muni-info.ri.gov/publications>. See also the following web page <http://www.muni-info.ri.gov/municipalities>.

B. Statistical Sources

1. Rhode Island. Administrative Office of the State Courts. *Report on the Judiciary*. Annual. Annual reports from 2003 to date are available at <http://www.courts.ri.gov/publicresources/annualreports/default.aspx>.

2. Rhode Island. Governor's Justice Commission. Statistical Analysis Center. *Serious Crime in Rhode Island*. West Warwick, RI, [1982-1992] Annual.

3. Rhode Island. Department of State Police. *Crime in Rhode Island: Uniform Crime Reports*. Providence, RI, [1993-]. Annual. Continues *Serious Crime in Rhode Island*. Reports from 1997 to present are at <http://.risp.state.ri.us/stats>.

4. Rhode Island. Economic Research Division. *Rhode Island Basic Economic Statistics*. Providence, RI: Department of Economic Development, Economic Research Division. Irregular. Data and publications are at <http://www.riedc.com/data-and-publications>.

5. Rhode Island. Governor's Advisory Council on Health. *Annual Report*. Cranston, RI: Department of Human Services, 1999-2000.

C. Periodicals

1. *Rhode Island Bar Journal*. v.1- (1952-). Published bi-monthly, six times annually by the Rhode Island Bar Association, 115 Cedar Street, Providence Rhode Island 02903.

The *Rhode Island Bar Journal Index*, compiled by librarians at the Roger Williams University School of Law, is accessible from the Law Library's "Research" page at <http://law.rwu.edu/library/research/ri-bar-journal-index> where it is kept up to date.

2. *Rhode Island Lawyers Weekly*. v. 1, no. 1 (March 1980)-. Weekly. Published by Lawyers Weekly, 10 Milk Street, 10th Floor, Boston, MA 02108. Includes reports of recent opinions from the state courts and local federal courts, and provides articles on the law and current legal issues. Contains classified section, advertisements, and law firm news.

3. Daniel K. Kinder et al, eds. *Rhode Island Employment Law Letter*. Brentwood, TN: M. Lee Smith Publishers. v.1- ; 1996-. Monthly.

D. Practice Materials

1. Chase, Roland F. *Rhode Island Zoning Handbook*. 2d ed. Newport, RI: R. F. Chase, 2006-. Supplemented annually.

2. Green, Eric D. *Rhode Island Evidence Manual*. Charlottesville, VA: LEXIS Law Publishing, 2000. Latest supplementation 2005 as of this writing.

3. Hirsch, Jeffrey L and William A. Farrell. *Labor and Employment in Rhode Island: A Guide to Employment Laws, Regulations, and Practices*. Newark, NJ: LexisNexis Matthew Bender, 1992. 1v. (loose-leaf).

4. Kent, Robert B. et al. *Rhode Island Civil and Appellate Procedure: Rules of Civil and Appellate Procedure with Commentaries*. 1v. (Looseleaf) St Paul, MN: Thomson West, 2004-. This work updates Professor Robert B. Kent's treatise, *Rules of Civil Procedure with Commentaries*. Part 1 was written in conjunction with Professor Kent by Professor B. Mitchell Simpson, III, of Roger Williams University School of Law and former Rhode Island Supreme Court Justice Robert G. Flanders, Jr. It focuses on the Superior Court rules of civil procedure. Part 2, written by David A. Wollin, focuses on the Supreme Court rules of appellate procedure.

5. *Model Civil Jury Instructions for Rhode Island*. Providence, Rhode Island Bar Association, Superior Court Bench/Bar Committee. 2d ed., 2003. 1v. (loose-leaf) with CD-ROM.

6. O'Keefe, Sharon. *R. I. Child Welfare Law: A Lawyer's Guide*. Providence, Rhode Island Bar Association, 1998. 1v.

7. Resmini, Ronald J. *Rhode Island Civil Practice and Procedure*. Charlottesville, VA: LexisNexis Matthew Bender, 1996- . 2v.

8. Resmini, Ronald J. *Rhode Island Tort Law and Personal Injury Practice*. Charlottesville, VA: LexisNexis Matthew Bender. 2d ed., 1999- . 2v.

9. Rhode Island Bar Association website is <http://www.ribar.com>. Members of the public can search the Attorney Directory. A "Members Only" section for members of the R.I. Bar provides access to the Casemaker Web Library which includes a federal library and the libraries of state law for other states in the Casemaker consortium. States in the consortium include: Alabama, Alaska, Colorado, Connecticut, Hawaii, Idaho, Indiana, Kansas, Kentucky, Maine, Massachusetts, Michigan, Mississippi, Nebraska, New Hampshire, North Carolina, North Dakota, Ohio, Rhode Island, South Carolina, Texas, Utah, Vermont, Washington, and Wyoming.

Materials in the federal library include: U.S. Supreme Court opinions, 1935- ; U.S. Circuit Court opinions as provided electronically by the individual courts; federal court rules; U.S. Constitution; U.S. Code; and U.S. Code of Federal Regulations. Rhode Island documents include the following:

- a. Rhode Island Caselaw: Supreme Court Reports, v.1-122 (1828-1980) and Atlantic Reporter v.412- (1980-date); Superior Court opinions from 2000-date.
- b. Statutes and current Session Laws.
- c. Court Rules.
- d. Rhode Island Constitution.
- e. Attorney General opinions: 1995 to date.
- f. Ethics opinions: 1999 to date.
- g. Jury Instructions.
- h. Rhode Island Bar Journal: Jan. 2000 to date.
- i. Workers' Compensation opinions: 1990 to date.

10. *Rhode Island's Law of Workers' Compensation: Desk Reference*, by George Healy, Samuel L. Disano; editing by Linda Milner. Providence, RI: Rhode Island Bar Association, Continuing Legal Education. Annual. Latest annual publication is 2010.

11. Riedel, David T. *Wills, Trusts, and Gifts*. Standish, ME: Tower Pub., 1998. 1v. (loose-leaf) Latest update 2002.

12. Savage, Judith C. et al. *A Practical Guide to Evidence in Rhode Island*. Boston, MA: MCLE, 2011.

13. Weisberger, Joseph R. *Rhode Island Appellate Practice; Rules and Statutes Affecting Appellate Practice and Procedure with Commentary*. Charlottesville, VA: LEXIS Law Publishing, 1985- . 1v. (loose-leaf) Latest supplementation 1993 as of this writing.

14. Several useful titles are published by LexisNexis in specialized areas such as education, fire laws, and banking. These are generally one-volume works, published annually, and gathering together laws and rules on the subject.

VI. Depository Program and Depository Libraries

A. State Publications Clearinghouse for Libraries

The State Publications Clearinghouse was established as a section of the Rhode Island State Library in 1985 (*Rhode Island General Laws* § 29-7). Its main purpose is to maintain a complete and permanent collection of state publications. The Clearinghouse also systematically collects and distributes state publications to twenty-two (22) other state depository libraries in order to facilitate public access to state government information. State agencies, departments, and commissions supported wholly or in part by state funds are required by Title 29, Chapter 7, Section 5 of the *Rhode Island General Laws* to deposit prior to public release a minimum of twenty-five (25) copies of their publications with the Clearinghouse. State publications include any materials published by authority of a state agency/department, regardless of the source of funds, which is intended for distribution outside the agency and not published solely to meet the internal operation needs of the agency. The Clearinghouse then distributes these copies to depository libraries. Each depository library is required to maintain and make available to the general public state publications produced in the last five years. The State Library, Providence Public Library and the University of Rhode Island Library each retain all state documents permanently.

Greg Facincani at the State Library is the Clearinghouse Director. He can be reached by phone at 401-222-2473 or by email at gfacincani@sos.ri.gov. Web site is <http://sos.ri.gov/library/publicationsclearinghouse>.

B. Depository Libraries

There is a complete listing of full depository libraries at <http://sos.ri.gov/library/publicationsclearinghouse/fulldepository> and of selective depository libraries at <http://sos.ri.gov/library/publicationsclearinghouse/selectivedepository>.

The Rhode Island State Library and the University of Rhode Island are full depositories. The Rhode Island State Law Library is a selective depository.

C. Checklist of Rhode Island State Documents

Checklists are prepared quarterly by the Clearinghouse Director and cumulated annually. Citations are arranged in alphabetical order by the name of the issuing agencies, although names of certain agencies have been inverted to facilitate indexing. Annual *Checklists* from 1996 to date are available online at <http://sos.ri.gov/library/publicationsclearinghouse/checklists>.

Copies of some publications may be available from the Clearinghouse Director. Otherwise, copies should be requested from the originating agency or located in a depository library.