

JOINT COMMITTEE ON WAYS AND MEANS SUBCOMMITTEE ORIENTATION

Informational and Procedural Issues

Attendance

- The Subcommittee meeting time is set by leadership. It is important to arrive by the scheduled starting time as attendance is very important given the requirement that a quorum be present to open a meeting and to report out recommendations to the Joint Committee.
- If you are absolutely unable to attend a meeting, please notify the Legislative Fiscal Office at 503-986-1828.

Subcommittee Rules

- The Subcommittee will operate under the rules of the Joint Committee on Ways and Means.
- The Subcommittee has three Senate members and five House members. This means that two Senate members and three House members are required to make a quorum in order to report out legislation and other items to the Joint Committee. Senate and House Ways and Means Co-Chairs may also participate and vote when in attendance, as described in committee rules.

Meeting Operations

- Subcommittee members, staff, presenters, and audience members should silence cell phones and other electronic devices.
- The dais microphones are very sensitive and may pick up side conversations. Keep laptops away from the microphones so that clear audio of the meeting can be recorded.
- Most votes will be on a voice vote only, with the presiding co-chair calling for any objections. If a roll call is needed, the committee assistant will call the roll.

Access to Meeting Materials

- Agendas and staff-generated meeting materials will be posted electronically via the Oregon Legislative Information System (OLIS) prior to each meeting. Members may choose to access documents directly on their laptops at the dais, or may choose to print out materials beforehand and bring them to the meeting.

Subcommittee Process and Procedure

- The primary work of the Subcommittee, including issues related to items in the budget, will be discussed under an “Informational Meeting” agenda item.
- Budget adjustments will be made in an omnibus budget measure which will be assigned to the Capital Construction Subcommittee. There will be no other individual agency budget measures assigned to Subcommittees.
- Work sessions will be scheduled for various agency reports, federal grants, and policy measures assigned to the Subcommittee.
- A Subcommittee does not have the power to table or hold an agenda item but must report it back to the Joint Committee for consideration either with recommendation or without recommendation, as described in committee rules.

Budget Notes

- Budget notes may be included in the omnibus measure budget report if essential to clarify or expand on administrative requirements directly related to the budget, as described in committee rules.
- Proposed budget notes are to be submitted to the Subcommittee Co-Chairs who will then transmit them to the Ways and Means Co-Chairs for review and approval.

Resources

- 2019-21 Budget Highlights:
<https://www.oregonlegislature.gov/lfo/JWM%20Documents/2019-21%20Budget%20Highlights.pdf>
- 2019-21 Legislatively Adopted Budget Detailed Analysis:
<https://www.oregonlegislature.gov/lfo/Documents/2019-21%20Legislatively%20Adopted%20Budget%20Detailed%20Analysis.pdf>