

**Joint Legislative Committee on
Information Management
and Technology**

Oregon State Capitol
900 Court Street NE, H-178
Salem, Oregon 97301



Sen. Aaron Woods, Co-Chair
Sen. Kim Thatcher
Sen. Rob Wagner

Rep. Nancy Nathanson, Co-Chair
Rep. Annessa Hartman
Rep. Kevin Mannix

Committee Rules
82nd Legislative Assembly
2024 Session

The Joint Committee shall operate in accordance with the Oregon Constitution; Senate and House Rules; custom, usage, and precedents; Mason's Manual of Legislative Procedure; and applicable statutory provisions.

Officers

1. Per ORS 171.852, members of the Joint Committee shall include members of the Senate appointed by the President of the Senate and members of the House appointed by the Speaker of the House. The officers of the Joint Committee shall include a co-chair from each chamber appointed by the appointing authority.

Quorum

2. A majority of the members appointed to the committee from the Senate and a majority of the members appointed to the committee from the House of Representatives shall constitute a quorum for the transaction of business.

Meetings

3. The co-chairs shall call meetings, set agendas, and cause notice of the time and place of committee meetings in accordance with Senate and House Rules. In the event of a conflict, the more generous public notice provisions apply. The notice shall specify the type of meeting and, if applicable, whether testimony will be taken.
4. Meetings shall be open to the public.

Recording

5. Meetings of the committee shall be recorded. A recording log of all meetings of the committee shall be produced to index the audio recording of each meeting. The log shall be available to the public and shall include names of members and staff present, testifying witnesses, all motions and their disposition, recorded votes on official action, and any announcements of conflicts of interest. The audio records shall be submitted to the Oregon Archivist in accordance with Oregon law.

Committee Action

6. The affirmative vote of a majority of the appointed members of each chamber of the Joint Committee is required to:
 - a. Cause a measure to be introduced by the committee.
 - b. Table a measure.
 - c. Remove a measure from the table.
 - d. Amend a measure.
 - e. Report a measure to the floor of either chamber.
 - f. Approve recommendations.

Carry-Over Agendas

7. In the event the committee does not complete the scheduled agenda, the items may be carried over to the next scheduled meeting with the following guidelines:
 - a. The measure must have been initially scheduled within the time required under Senate and House rules.
 - b. The measure must be carried over for the same type of meeting or that portion which was left unfinished upon adjournment.
 - c. A co-chair announces in committee their intent to schedule the measure at the next meeting.
 - d. A revised agenda listing the measures that originally received the notice required under Senate and House rules shall be posted as soon as possible following adjournment of the committee meeting.
 - e. Measures that have had a work session and are waiting only for the fiscal/revenue review by the committee may be carried over until the impacts have been received at which time they may be taken up under a work session for final consideration in accordance with carryover provisions in Senate and House rules.

Measure Introduction and Amendments

8. Measures introduced by the committee at the request of any organization or person shall indicate the legislator, individual, or organization interested in the measure by stating that the measure is introduced by the committee “at the request of [the legislator, individual, or organization].” Amendments offered in committee shall bear the name of the legislator or the name of an individual, organization, or agency on whose behalf the amendment was requested.

Off-Site Meetings

9. Any committee meeting held outside the Capitol shall adhere to the same notice provisions as a regular meeting. Recordings shall be made in the same manner as a regular meeting unless the use of recording equipment is not practicable. At a minimum, written minutes must be kept noting attendance and any subject matter discussed. A recording of the meeting and recording log must be made if any work session is held. Meetings shall be open to the public.

Amending the Rules

10. Committee rules may be amended by the affirmative vote of the majority of the appointed Senate members of the committee and an affirmative vote of the majority of the appointed House members of the committee, but at least one day’s notice shall be provided to each committee member and the Secretary of the Senate and the Chief Clerk of the House.

Suspending the Rules

11. These rules may be suspended temporarily by the committee by the affirmative vote of two-thirds (2/3) of its appointed members from the Senate and two-thirds (2/3) of its appointed members from the House.