JOINT LEGISLATIVE COMMITTEE ON
INFORMATION MANAGEMENT AND TECHNOLOGY
2021 Session Committee Orientation Information

INFORMATIONAL & PROCEDURAL ISSUES

Remote Committee Meetings

- The Joint Legislative Committee on Information Management and Technology (JLCIMT) will meet remotely (i.e., virtually) using the Microsoft TEAMS application. The physical committee meeting room will be unavailable to members and the public until such time as the Legislature is able return to meeting in-person.
- JLCIMT members will be sent TEAMS invitations for each meeting of the committee by the Legislative Fiscal Office (LFO) Committee Coordinator - Sean McSpaden (Email: Sean.L.McSpaden@oregonlegislature.gov).

Attendance

- JLCIMT meetings are scheduled for Mondays and Wednesdays from 8:00-9:45 AM throughout the 2021 legislative session.

    - Note: The primary day for JLCIMT meetings will be Wednesdays with meetings to be held on Mondays at the call of the JLCIMT Co-Chairs.

- Please be in attendance at the scheduled starting time for each meeting. If you are unable to attend a meeting, please notify the JLCIMT Co-Chairs and Sean McSpaden, LFO Committee Coordinator. Attendance is important given quorum and voting majority requirements.

Committee Rules

- The Committee will use the rules which are included in your materials today. The Committee will adopt rules at its first meeting of the 2021 session.

- This Joint Committee has three Senate members and three House members. This means two Senate members and two House members are required to make a quorum and to report out or recommend legislation from the Committee.

Remote Meeting Operations

- For Committee meetings, please have your video/web camera turned on and mute your microphone unless speaking.
- Please use the "raise your hand" feature in Microsoft TEAMS to alert the presiding Committee Co-Chair that you have a question or comment to make.
- In the event of technical difficulties, exit and then try rejoining the TEAMS meeting. If still unable to rejoin the TEAMS meeting, please call into the TEAMS meeting using the phone number provided in the TEAMS invitation. *Please note, you may only call into the meeting with a phone number(s) previously provided by committee staff in the meeting invite for each meeting.*
- Roll call votes should only be used when a decision is in doubt, but may be requested by a Committee member. If a roll call for votes is needed, the roll will be called by the Committee Assistant.

Meeting Materials and Agendas

- Meeting agendas and materials will be provided to Committee members electronically, via the Oregon Legislative Information System (OLIS). It is up to individual members' staff to make sure the materials are printed if that is the preference of the member.
- Meeting Notice is required 48 hours in advance for informational meetings. Meeting Notice is required 72 hours before the first public hearing on a measure and 48 hours for subsequent public hearings and work sessions. This may change near the end of session.
- Amendments must be submitted electronically and posted for public viewing four hours before consideration.
- Measures can be carried over to the next scheduled meeting when work has not been completed, if the Committee Co-Chair announces that the measure will be carried over and the measure is carried over for the same purpose as originally scheduled (e.g., public hearing must be carried over as a public hearing).

INFORMATIONAL MEETINGS, PUBLIC HEARINGS AND WORK SESSION PROCESS

- At present, a few bills have been assigned to this Committee. The list of and links to access assigned measures can be found at: https://olis.oregonlegislature.gov/liz/2021R1/Committees/JLCIMT/AssignedMeasures

  If you have questions about specific bills, check with the LFO Committee Coordinator - Sean McSpaden | Email: Sean.L.McSpaden@state.or.us.

- Generally speaking, the Committee will spend the first two months holding informational meetings, public hearings, and possible work sessions on:

  Statewide IT Environment – Overview/Context (sample content below – subject to change)

  - Statewide IT Governance, Organization & Services
  - Statewide Information Security
  - Oversight of IT Projects
  - Enterprise Information Resources Management Strategy
  - Statutory/Budget Note Reports - Office of the State CIO
  - Broadband
  - State Interoperability Executive Council Activities - First Responder Network & State Communications Interoperability Planning
  - Data Sharing & Exchange - Chief Data Officer and Oregon Geographic Information Council Activities

  Agency IT Environment (select group of agencies)
  - Agency IT Profiles Progress on IT projects underway in 2019-21
  - IT related Budget Requests for 2021-23
  - Major IT Projects - Status/Oversight
  - Statutory/ Budget Note Reports - Agencies

  Bills assigned to the JLCIMT. Note: Joint Committees are not subject to chamber deadlines for the completion of public hearings and work sessions on referred bills.

In late March to late April the JLCIMT will hold public hearings on IT related bills (following House/Senate Committee work and a subsequent referral and assignment of bills to this Committee) and to prepare for work sessions by going over specific major issues and decisions that need to be made. There may also be special presentation topics.

In mid to late April through the end of the Session, the work of the JLCIMT will generally involve selected work sessions with Committee recommendations on IT related bills or recommendations to the Joint Committee on Ways and Means on agency IT project and budget requests that will generally be forwarded to the Joint Ways and Means Subcommittees for final action as part of agency budget bill deliberations.

Committee staff will stay in close coordination with the LFO Committee Coordinators for Subcommittees of the Joint Committee on Ways and Means throughout all phases.

- For work sessions, the Committee Coordinator will provide a summary memo and work session forms to Committee members in advance of the work session. Based on the Committee's action, LFO staff will develop proposed amendments to any IT related bills as appropriate. A Committee report will be prepared to document the Committee's recommendations for the Joint Committee on Ways and Means or other committees of the Legislature.

- The Joint Committee Co-Chair will assign a member to carry the Committee's recommended bills to the floors of each chamber, when appropriate. The LFO Committee Coordinator will prepare a speech for the carrier to use for floor action in each Chamber. The LFO Committee Coordinator will be available to provide staff support at the remote floor sessions in each chamber.

OTHER COMMITTEE WORK

- IT related Federal grant application requests
- Statewide or Agency IT related reports
- Substantive IT related legislation or "policy bills" with fiscal impact, as assigned by the Presiding Officers or the Co-Chairs of the Joint Committee on Ways and Means.