



## JOINT STATUTORY COMMITTEE ON LEGISLATIVE COUNSEL

### Committee Rules

82<sup>ND</sup> Legislative Assembly  
2023-2024

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

1. **Officers.** Per ORS 173.191, members of the Joint Committee shall consist of the Speaker of the House, the President of the Senate, those members of the House appointed by the Speaker of the House and those members of the Senate appointed by the President of the Senate. The officers of the Joint Committee shall include a co-chair from each chamber appointed by the appointing authority.
2. **Quorum.** A majority of the members appointed to the committee from the House of Representatives and a majority of the members appointed to the committee from the Senate shall constitute a quorum for the transaction of business. In the absence of a quorum, a co-chair may assign one or more members to receive testimony. A roll call shall determine the attendance of members, wherein they shall state their name and if they are attending by audio or video means when meeting remotely.
3. **Meetings.** The co-chairs shall call meetings, set agendas and cause notice of the time and place of committee meetings in accordance with House and Senate 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. Meetings shall be open to the public.
4. **Recording.** Meetings of the committee shall be recorded. The audio records shall be indexed and shall be submitted to the Oregon Archivist in accordance with Oregon law.
5. **Committee Action.** The affirmative vote of a majority of the appointed members of each chamber of the Joint Committee is required to approve recommendations.
6. **Off-site Meetings.** 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 public hearing or work session is held. Meetings shall be open to the public.

7. **Field Trips.** A written summary of the committee's activities may be prepared in lieu of a recording of a meeting when the committee conducts a tour, inspection, or other similar activity outside the Capitol; provided, however, that a recording of the meeting and recording log must be made if any public hearing or work session is held. If a written summary is prepared, it shall be made available to the public within a reasonable time after the meeting.
8. **Subcommittees.** Subcommittees may be appointed by the co-chairs with specific instructions on matters to be investigated by the subcommittees. However, only the full committee is authorized to take final action on recommendations affecting any matter before the committee.
9. **Amending the Rules.** Committee rules may be amended by the affirmative vote of the majority of the appointed House members of the committee and an affirmative vote of the majority of the appointed Senate members of the committee, but at least one day's notice shall be provided to each committee member and the Chief Clerk of the House and the Secretary of the Senate.
10. **Suspending the Rules.** These rules may be suspended temporarily by the affirmative vote of two-thirds (2/3) of the appointed members from the House and two-thirds (2/3) of the appointed members from the Senate.

PROPOSED: January 12, 2024