

## Joint Committee on Ways and Means

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



Senator Elizabeth Steiner, Senate co-chair  
Representative Tawna Sanchez, House co-chair

Senator Fred Girod, Senate Co-Vice Chair  
Representative David Gomberg, House Co-Vice Chair  
Representative Greg Smith, House Co-Vice Chair

### Committee Rules

#### *82<sup>nd</sup> Legislative Assembly 2023 Session*

The Joint Committee shall 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.

#### **Officers**

1. Per ORS 171.555, members of the Joint Committee shall include members of the House appointed by the Speaker of the House and 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.

#### **Quorum**

2. 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.

#### **Meetings**

3. 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. The House co-chair and the Senate co-chair shall approve all Joint Committee and Subcommittee agenda items prior to posting.
4. Meetings shall be open to the public.

#### **Recording**

5. All meetings of the committee shall be recorded. A recording log of all meetings of the committee shall be produced to reference the recording of each meeting. Meetings will be video recorded when practicable. The recording log shall be available to the public within a reasonable time and shall include the following:
  - a. Attendance of members and staff;
  - b. Names of witnesses;
  - c. All motions and their disposition;
  - d. The recorded votes on official action; and
  - e. Any announcements of conflicts of interest.

#### **Subcommittees**

6. Bills and resolutions shall be assigned jointly by the House co-chair and Senate co-chair to the appropriate Subcommittee for consideration. A Subcommittee does not have the power to table or hold legislation or an agenda item but must report it back to the Joint Committee for consideration. The House and Senate co-chairs may, at any time by joint action, remove a bill or resolution from a Subcommittee and assign it to another Subcommittee or to the Joint Committee.

7. In addition to the quorum requirements, the co-chairs of the Joint Committee shall be deemed voting members of all Subcommittees when in attendance.

### **Committee Action**

8. 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.
9. In the event that the Joint Committee identifies a need for language to clarify or expand upon administrative requirements which are directly related to the execution of budgets during the fiscal period covered by the appropriation and expenditure limitation, such language may be included within the budget report for the bill. If the Joint Committee identifies the need for a statement of policy or administrative direction which goes beyond the criteria described above, such statement or directive shall be handled as a separate bill, a resolution, or by amendment to the appropriation bill.
10. A quorum for reporting legislation from any Subcommittee to the Joint Committee shall be a majority of appointed House members and a majority of appointed Senate members of that Subcommittee. The affirmative vote of a majority of the appointed Subcommittee members of each chamber is required to report legislation to the Joint Committee.
11. A quorum for reporting legislation to the floor of either chamber shall be a majority of House members and a majority of Senate members. The affirmative vote of a majority of the appointed members of each chamber is required to report legislation out of committee. In the event of a tie vote among the Senate members, the Senate President may attend as a voting member of the Joint Committee (under Senate Rule 8.05[4]).
12. Joint Committee bills and resolutions are to be sent to the floor of either chamber without minority reports. All committee members have the right to their own position in floor debate. If a member intends to oppose a Joint Committee bill, the member should advise the House or Senate co-chair in advance of debate in their respective chamber.
13. Once a bill has been reported to the floor of either chamber and passed, it shall be, after return to the Joint Committee in the second chamber, automatically reported to the floor of the second chamber unless the House or Senate co-chairs decide jointly that such legislation may be held in committee for further consideration.

### **Carry-Over Agendas**

14. 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 House and Senate 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 House and Senate 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 House and Senate rules.

#### **Measure Introduction and Amendments**

- 15. Appropriation bills and non-appropriation bills relating to fiscal matters may be introduced by the Joint Committee at any date.
- 16. All bills for introduction must first be approved by a Subcommittee before being brought to the Joint Committee unless permission for direct submission to the Joint Committee is granted jointly by the House and Senate co-chairs.
- 17. Measures introduced by the Joint 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 Joint 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**

- 18. 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**

- 19. 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.

#### **Suspending the Rules**

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