

# Joint Committee on Ways and Means

## Subcommittee Orientation - 2026 Regular Session

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### Subcommittee Information

- The Subcommittee on Education meets from 1:00-2:30pm, Tuesdays and Thursdays, in Hearing Room G.
- If you are unable to attend a meeting or will be late to a meeting, please notify your subcommittee co-chair and the Legislative Fiscal Office (LFO) subcommittee coordinator (Wendy Gibson, [wendy.gibson@oregonlegislature.gov](mailto:wendy.gibson@oregonlegislature.gov)).

### Rules

Prior to the first subcommittee meeting, the Joint Committee on Ways and Means (Full Committee) adopts rules that govern the operation of the Full Committee and each subcommittee. The 2026 rules are largely consistent with the Ways and Means rules adopted during the 2025 session. Key rules include the following:

- **Quorum:** The subcommittee may only be called to order after a quorum is established, which requires a majority of subcommittee members from each chamber to be in attendance. A call of the roll is not necessary to open a meeting.
- **Full Committee co-chairs:** The Full Committee co-chairs may attend subcommittee meetings to meet quorum requirements for their respective chamber and may vote when in attendance.
- **Agendas:** Agenda items are approved and bills are assigned by the Full Committee co-chairs to the appropriate subcommittee for consideration.
- **Subcommittee action:** The affirmative vote of a majority of the appointed subcommittee members of each chamber is required to report items to the Full Committee. Votes will be taken on a voice vote only, with the presiding subcommittee co-chair calling for any objections. If a roll call vote is requested, the committee assistant will call the roll.
- **All requests must advance to Full Committee:** Subcommittees do not have the power to table or hold items scheduled for work session. If the original motion fails, another motion must be made to move the item to the Full Committee through the following: 1) an alternate recommendation to modify the original recommendation; 2) a recommendation to deny the request; or 3) a return of the item to the Full Committee without recommendation.

## Meeting Operations

- **Presiding chair:** The Senate and House co-chairs will alternate holding the gavel every other subcommittee meeting.
- **ASL interpreters:** American Sign Language interpreters will interpret each meeting via Microsoft Teams or in person.
- **Language access:** Spoken language interpretation in languages other than English is also available to the public upon request. Please provide at least three business days' notice for language access services.
- **Live streaming:** Subcommittee members, staff, presenters, and audience members should turn off cell phones or other audible electronic devices. Microphones are sensitive and may pick up any side conversations. The hearing room is constantly televised but without audio when the subcommittee is at ease, in recess, or adjourned.

## Agendas and Posting Requirements

- **Meeting materials:** Agendas and meeting materials will be provided through the Oregon Legislative Information System (OLIS).
- **Posting requirements:** Meeting notice is required 48 hours before the first public hearing on a measure and 24 hours for all other meetings. Amendments must be posted for public viewing 4 hours before consideration. These deadlines may change near the end of session when adjournment sine die is imminent.
- **Amendments:** Amendments to measures need to be delivered to the Legislative Fiscal Officer, Amanda Beitel, by email ([amanda.beitel@oregonlegislature.gov](mailto:amanda.beitel@oregonlegislature.gov)) for posting to OLIS with sufficient time to meet the 4-hour requirement.
- **Carried over:** Measures can be carried over to the next scheduled meeting when work has not been completed if the presiding subcommittee co-chair announces the measure will be carried over and the measure is carried over for the same purpose as originally scheduled (e.g., a public hearing must be carried over as a public hearing).

## Informational Meetings and Work Sessions Process

- **Informational meetings:** Issues related to potential adjustments to agency budgets will be discussed under an "Informational Meeting" agenda item with invited testimony, as approved by the Full Committee co-chairs. Budget adjustments will be made in an omnibus budget measure that will be assigned to the Subcommittee on Capital Construction. No individual agency budget measures will be assigned to subcommittees.

- **Work sessions:** Work sessions will be scheduled for agency reports, federal grant requests, and policy measures, if any, assigned to the subcommittee by the Full Committee co-chairs. Subcommittees will follow the standard protocol for work sessions, which does not include public testimony. After a work session is opened, LFO will provide a brief overview of the item. For federal grant requests and reports, agencies will then be called forward to present their request. At the conclusion of the agency presentation and any subcommittee questions, the Department of Administrative Services Chief Financial Office (DAS-CFO) provides its recommendation for executive branch agencies followed by the LFO recommendation. Subcommittees will then proceed with the motion and voting.
- **Meeting materials:** For work session items, LFO will provide via OLIS a summary recommendation for policy measures, an analysis and recommendation for federal grant requests and agency reports, and other supporting documents in advance of the work session.
- **Response to member questions:** If a subcommittee member asks questions of the agency that need to be responded to in writing, the agency will have two working days to provide the written response to LFO unless an extension has been granted. Agency responses will then be posted to OLIS.
- **Budget reports:** A budget report is prepared to document the subcommittee's recommendations for policy measures that include budgetary adjustments. Budget notes may be included in the budget report if they are essential to clarify or expand on administrative requirements directly related to the budget. Proposed budget notes must be approved by the Full Committee co-chairs. LFO recommends submitting proposed budget note language to LFO staff for assistance with form and content.
- **Advancing to Full Committee:** The presiding subcommittee co-chair will assign a member, who must also be a member of the Full Committee, to carry the subcommittee's recommendation on work session items to the Full Committee. If the item is a bill, additional carriers will be assigned to carry the measure to each chamber's floor. Carriers to the House and Senate floors are not assigned for federal grant application requests or agency reports because those items require approval only through the Full Committee.

## Full Committee and Floor Sessions

- **Carriers to Full Committee:** LFO will prepare a summary of the subcommittee recommendation ("pony") for carriers of policy measures to read at the Full Committee and on the House and Senate floors during scheduled votes on the measures. Ponies will also be prepared for federal grant application requests and agency reports. Full

Committee ponies will be available on OLIS for members to access shortly before the Full Committee meeting.

- **Carriers to Floor:** Floor ponies will be emailed to members directly. LFO will be available to support carriers during the Full Committee meeting and at the side aisle of each chamber (or at the member's desk, if requested) during floor discussions.

## Orientation Materials and Other Resources

Electronic attachments posted on OLIS for today's orientation meeting include the following:

- Subcommittee Orientation Memorandum
- Joint Committee on Ways and Means Rules

Other resources and budget information can be found on the [LFO website](#). Publications that may be useful to the subcommittee include the following:

- 2025-27 Budget Highlights
- Emergency Board Summaries and Actions
- Budget Terms
- Budget Notes
- Legislative Budget Authorities
- State Agency Fee Approval and Ratification Process
- State Employee Compensation
- How Positions Are Created, Budgeted, and Used
- Limited Duration Positions
- Nonlimited Authority
- Referral of a Measure to a Budget Committee
- State of Oregon Bond Programs
- State Agency Pension Obligation Bonding
- Compensation Plan Funding