

Legislative Task Force on Workforce Education Excellence Rules of Procedure

PURPOSE: The purpose of these rules is to establish rules and procedures for conducting the business of the **Legislative Task Force on Workforce Education Excellence** and to inform the members of the Arkansas General Assembly and the public of the procedures and rules of the task force.

DUTIES:

The task force is required by Act 951 of 201, AN ACT TO CREATE A LEGISLATIVE TASK FORCE TO REVIEW TECHNICAL AND WORKFORCE EDUCATION PROGRAMS AND RECOMMEND WAYS TO ALIGN TECHNICAL AND WORKFORCE EDUCATION PROGRAMS TO PRODUCE AN EFFICIENT, TECHNOLOGICALLY ADVANCED TECHNICAL AND WORKFORCE EDUCATION SYSTEM; AND FOR OTHER PURPOSES, to:

1. Review the structure (regional and state-wide) and the fiscal and programmatic performance of Arkansas's system of career and technical education programs and workforce development programs to better align the system to meet current and future training and retraining needs.
2. On or before February 1, 2018, the task force shall file with the Governor, the Speaker of the House of Representatives, the President Pro Tempore of the Senate, and the chairs of the House Committee on Education and the Senate Committee on Education a written preliminary report of the activities, findings, and recommendations of the task force.
3. On or before September 1, 2018, the task force shall file with the Governor, the Speaker of the House of Representatives, the President Pro Tempore of the Senate, and the chairs of the House Committee on Education and the Senate Committee on Education a written, final report of the activities, findings, and recommendations of the task force.
4. The task force may file an updated final report on or before July 1, 2019.
5. The task force expires on July 1, 2019.

PARLIAMENTARY PROCEDURE: Except as otherwise specified by these rules, the rules of the Arkansas House of Representatives and the Arkansas Senate shall be observed by the task force, insofar as they are applicable. If an applicable rule does not exist or the House and Senate rules are incompatible, the chair shall decide the issue.

1. Quorum. The task force is made up of sixteen (16) members, ten (10) members of the General Assembly and six (6) members who represent industry in Arkansas. A majority of the members of the task force shall constitute a quorum for transacting business.
2. Action. An affirmative vote of a majority of a quorum present shall be required for the passage of a motion or other task force action.
3. Roll Call. The task force shall vote by voice vote unless a roll call vote is requested by two (2) or more task force members. Roll call votes shall be recorded in the meeting minutes.

4. Motions. A motion shall receive a second to be considered for action by the task force.
5. Public Comment. The chair may provide the public an opportunity to speak during a task force meeting to allow for public comment on issues before the task force.
6. Minutes. Staff shall produce minutes of each task force meeting to be adopted by the task force at the subsequent scheduled meeting.

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