

RULES FOR THE JOINT BUDGET COMMITTEE REGULAR AND FISCAL SESSIONS

1. **PRESIDING OFFICER.** The Senate Chairman and House Chairman of the Joint Budget Committee shall rotate the chairmanship from day to day, unless otherwise agreed to by them.
2. **QUORUM.** The presence of *twenty-nine (29)* members of the Joint Budget Committee shall be necessary to constitute a quorum to transact business.
3. **VOTE.** The affirmative vote of a majority of the membership of the Joint Budget Committee (*29*) shall be necessary to adopt any matter, unless otherwise provided herein.
4. **LEGISLATIVE COUNCIL\JOINT BUDGET COMMITTEE OR JOINT BUDGET COMMITTEE RECOMMENDATIONS.** Appropriation bills shall be drafted in accordance with the recommendations of the Legislative Council\Joint Budget Committee, or Joint Budget Committee, or both, and shall be introduced in the General Assembly by the Joint Budget Committee, without alteration or change thereof.

For a Fiscal Session, Agency and Institutions budgets that have not received a recommendation by the Joint Budget Committee in Pre-Fiscal Session budget hearings shall be drafted in accordance with the recommendations of the previous Legislative Council\Joint Budget Committee budget hearings recommendations for the second year of the current biennium and staff is directed to include any amendments or revisions adopted in the first year of the current biennium Agency or Institution bill which was approved by the Joint Budget Committee and enacted by the General Assembly for the preparation of the bill, unless otherwise stated.

In the event the Legislative Council\Joint Budget Committee or the Joint Budget Committee meeting in Pre-Regular Session or Pre-Fiscal Session budget hearings has failed to make a recommendation on any appropriation, the bill to be introduced shall be as developed by the Joint Budget Committee.

If the Committee recommends "Do Pass, as Amended", the Committee shall attach the amendment proposed by the Committee to the bill.
5. **MEETINGS.** The Joint Budget Committee shall meet from time to time upon call of either one or both of the Co-Chairs, or at such time as determined by the Committee in its previous meeting, or upon written request of a majority of the members of the Committee filed with either or both of the Co-Chairs. Meetings of the Joint Budget Committee shall be held in Committee Room A, Fifth Floor, Big Mac Building, unless otherwise determined.
6. **AGENDA.** An agenda for each meeting of the Joint Budget Committee shall be prepared by the staff of the Bureau of Legislative Research, with the approval of the Co - Chairs of the Committee, reflecting all items of business scheduled for consideration at such meeting, and copies thereof shall be furnished each member of the Committee. No item of business may be considered at any meeting of the Joint Budget Committee which is not noted on the Agenda prepared in the aforementioned manner, except upon suspension of the Rules. Copies of the Agenda for each meeting of the Joint Budget Committee shall be made available to members of the General Assembly who are not members of the Committee, upon request therefor.
7. **SUSPENSION OF THE RULES -- RECONSIDERATION.** A vote of two-thirds (2/3), which equals **38** votes, of the membership of the Joint Budget Committee shall be required to suspend the Rules or to reconsider any action previously taken by the Committee. Provided, however, that the number of votes required to amend any rule shall be a majority of the membership of the Joint Budget Committee.
8. **AGENCY REQUESTS FOR SPECIAL HEARINGS.** Whenever a state agency or any other person shall request an opportunity to appear before the Joint Budget Committee to present any budget item, such request shall be in writing setting forth therein the proposition for the request, including supporting data. A state agency within the Executive Department shall, prior to submitting such letter, notify the Governor of their desire to appear before the Committee, outlining the business to be presented to the Committee, and shall attach to their request a letter from the Governor indicating the Governor's view in regard to such request. Copies of all letters

requesting special appearances shall be placed on the Agenda, under the heading of communications, for the next following Committee meeting in the manner set forth under the heading "Agenda" under these Rules.

9. **REQUESTS FROM THE GOVERNOR.** Whenever the Governor wishes to request a special appearance before the Joint Budget Committee, or desires to present a budget request, or a change in action on a budget request, for consideration by the Committee, the Governor shall address a letter to the Committee setting forth the details thereof. Letters from the Governor shall be placed under the heading "Letters from the Governor" in the manner and procedure set forth under "Agenda" in these Rules.
10. **REVENUE STABILIZATION LAW.** It shall be the duty of the Joint Budget Committee to prepare a proposed Revenue Stabilization Law, or amendments to the existing Revenue Stabilization Law, to provide funding for the budget enacted by the General Assembly. The draft of the proposed Revenue Stabilization Law shall be submitted to the Committee, and placed on the Agenda at least one (1) day prior to the meeting at which the same is to be considered.
11. **SINGLE SUBJECT MOTIONS.** No motion shall be considered by the Joint Budget Committee that recommends changes in more than one (1) budget or appropriation bill. Provided, that this Rule shall not apply to motions dealing with pay plan or fringe benefits or similar matters which may be common to more than one (1) appropriation bill. This Rule shall not apply to the bill proposing the Revenue Stabilization Law, or provisions to be contained therein.
12. **ROLL CALL VOTE.** Any three members of the Joint Budget Committee may require an oral roll call on any issue before the committee and have the ayes and nays entered into the record.
13. **ALTERNATES.** In order to sit and vote on a meeting to meeting basis, an alternate Joint Budget member must be contacted or authorized by the member for which he or she will serve. The alternate shall then notify the Joint Budget Committee staff, prior to the beginning of the meeting that he or she will be attending that meeting for the member who has authorized his or her attendance. The committee staff shall then strike that member's name from the roster for that meeting and shall substitute the alternate's name for the duration of the meeting.
14. **"MEMBER'S DAY".** (i) During a Regular Session, all members of the General Assembly may request that their bill (referred to as member bills) be considered by the Joint Budget Committee during its weekly meeting referred to as "member's day". (ii) During a Regular Session each Thursday is designated as "member's day", and the Joint Budget Committee will consider member bills first on the Joint Budget agenda. (iii) Each member wishing to have a bill considered on "member's day" must notify the staff at least one day before the meeting. (iv) An affirmative vote of two-thirds of the membership of the Joint Budget Committee is required to consider a member bill if the bill does not appear on a printed Joint Budget Committee agenda. (v) Copies of each member bill to be considered that day, will be made available to the committee members for their review and consideration. (vi) During a Fiscal Session, members day may be authorized at the direction of the Co-Chairs in accordance with (iii), (iv) and (v) herein.
15. **24 HOUR RULE.** During a Regular Session, there shall be at least one intervening business day between the day a bill is introduced and the day it may be considered by the Joint Budget Committee.
16. **SUBCOMMITTEES.** (i) The Co-Chairs of the Joint Budget Committee, the Speaker of the House of Representatives and the Senate President Pro Tempore shall be ex-officio members of any subcommittees formed unless otherwise set out by law. (ii) However, the ex-officio or their alternate member shall not be counted in determining the number of members required for a quorum or affirmative vote of the subcommittee but the ex-officio members shall be counted in determining a quorum or an affirmative vote. (iii) If a member of a subcommittee is unable to attend a meeting of the subcommittee, the member's alternate may attend and vote for that member. (iv) The majority of the membership of a subcommittee shall be necessary to constitute a quorum or an affirmative vote in accordance with (ii) herein, unless otherwise stated in the Arkansas Code.