Subcommittee
2019 GS | Membership, Meetings, & Information

Membership & Meetings
- 8 Session Meetings
  - Review All Budget Line-Items
    - Budget Issues/Changes
    - New Funding Requests (USBE/Governor/Others)
  - Requests for Appropriation
  - Budget Bills
    - House Bill 1 (Base) & House Bill 2
- Staff
  - Sean Faherty, Emily Willis, Lorna Wells

Primary Meeting Information
- Mostly Paperless – Legislature Website
  - Subcommittee Page
    - Meeting Notices, Agendas, Minutes, Audio
    - Meeting Materials
  - Budget.Utah.Gov
    - Compendium of Budget Information - Issues & Financial Tabs
    - Budget of the State of Utah
- Meeting Handouts
  - Request Print Copies
  - Documents from Agencies/Public
Subcommittee Schedule
2019 General Session

Agendas Posted 24 Hours Prior to Meeting

Individuals/Organizations Wishing to Address the Subcommittee:

- Contact Committee Staff 48 Hours Prior to Scheduled Meeting
- Email Presentation Materials 24 Hours Prior to Meeting
Requests for Appropriation
Due by Noon February 7th

Required Information:
• Itemized Budget
• Deliverables and/or Performance Measures
• Other State Funds Received by Organization
• Type of Organization (Government, Gov’t Not for Profit, Private Not for Profit, Private for Profit)
• Statewide Public Purpose

State Agencies Receive Funds and Must Follow State Procurement Laws
Rules & Quorum
- Specific for Joint Subcommittees (JR3-2)
  - Created in 2017 to Address Confusion
  - Different Quorum & Procedure Requirements
  - Not “House of Chair” or Standing/Interim Committee Rules
- Quorum Requirements (JR3-2-404)
  - 50% in One House & 50% +1 in the Other
    - 7 Senators | 9 Representatives
    - Cannot Split a Person
    - Majority/Minority Leadership Excluded
    - Unless Present, then Counted in Quorum
- Voting Requirements
  - 50% of Members in Attendance in One House
  - More than 50% in Attendance in the Other

Parliamentary Procedures
- Parliamentary Procedures (JR3-2-801 to 811)
  - Privileged Motions Take Precedence
    - (Adjourn, Recess, Call the Question, etc.)
  - Original Motions Debatable & Substituted
    - No Motion with a Pending Privileged or Substitute Motion
    - Substitute Disposes of Original Motion if Adopted
  - Division of a Motion
    - Not a Motion (Except During a Vote)
    - Member Clearly State How the Motion is Divided
  - Prohibited Motions
    - No Motion if no Quorum (Except Adjourn)
    - No Motion During Vote (Even Point of Order)
  - Repeating a Defeated Motion
    - Only After Consideration of Other Business
    - Defeated Budget Item or RFA in Later Meeting
**Quorum & Voting Scenarios – 2019 GS**

*Posted on “Related Links”*

**Story Problem:** How Members of Leadership Can Impact Quorum & Voting Requirements

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<thead>
<tr>
<th>Higher Education Appropriations Subcommittee</th>
<th>Senate</th>
<th>House</th>
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<tr>
<td>Total number of members</td>
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<tr>
<th>Quorum Requirements</th>
<th>Senate</th>
<th>House</th>
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<tbody>
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<td>If all leadership present</td>
<td>At least 4</td>
<td>5</td>
</tr>
<tr>
<td>All leadership present except 1 senator</td>
<td>At least 3</td>
<td>5</td>
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<tr>
<td>All leadership present except 2 senators</td>
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<tr>
<td>All leadership present except 3 senators</td>
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<tr>
<td>No leadership present</td>
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<tr>
<th>Voting Requirements</th>
<th>Senate</th>
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<td>At least 2</td>
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Subcommittee Meetings
2019 GS | Review Each Budgetary Line Item

Meeting Structure
- Presentation of Topic (Analyst)
  - Budget (Revenues & Expenditures)
  - Issues & Recommendations
- Agency Response or Presentation
  - Comments & Budget Recommendations
- Public Input (as Approved by Chairs)
- Subcommittee Discussion
  - Most Budgetary Actions Taken in Final Meeting
  - Contact Chairs with Additional Agenda Items

Budget Reviews
- Review All Line Items (Approx. 60)
  - Starting Point (Base Budget)
  - Purpose, Funding, Performance
  - Adjust Funding to Meet Current Needs or Issues
  - Evaluate Requests for Increases
- Subcommittee Allocation
  - $1,116,161,900 Ongoing State Funds (GF/EF)
  - Subcommittee Can Reallocation to Meet Priorities
- Recommendations to Executive Appropriations
  - Funding Reallocations
  - New Funding Priorities (Ongoing & One-time)
Asking Key Questions:
A Legislator’s Guide to Using Performance Information

Basic questions to ask agencies in budget and program review hearings

1. What is your program (or agency) mission? Who are your customers?
2. How is this program expected to help the state’s citizens? Which citizens?
3. What key results are expected from this use of taxpayers’ funds?
4. Did your program obtain the expected results in the most recent funding period?
5. What key performance indicators do you use to track progress in attaining these results?
6. What are the unintended impacts of the program, both positive and negative?
7. What have been the values for these indicators in past years?
8. How do these values compare to targets you established for the funds you received? Have any been unexpectedly good or unexpectedly poor?
9. For which citizen groups have the results been less than desired? (Examples: Groups by location, gender, income, age, race/ethnicity, disability, etc.)
10. If any targets were missed, why were those targets missed?
11. What is currently being done to improve deficiencies?
12. What actions does your proposed budget include that would improve results?
13. How would results change if funding is increased by 5 percent? Decreased by 5 percent?
15. What other programs and agencies are partners in producing desired results?
Questions?