

MEMORANDUM



JOINT BUDGET COMMITTEE

TO Members of the Joint Budget Committee
FROM Carolyn Kampman, JBC Staff Director (303-866-4959)
DATE April 12, 2023
SUBJECT Long Bill Conference Committee Process

ESTABLISHING A CONFERENCE COMMITTEE

- Pursuant to Joint Rule #4, when the Long Bill is a Senate Bill the Senate acts first to request a conference committee when the Senate considers House amendments to Senate bills. The JBC Chair also requests permission to "go beyond the scope of differences between the two chambers" to address technical issues or new information. [*Chair Zenzinger did this Monday (4/10), and the President appointed Senate JBC members to the conference committee, with Senator Zenzinger as Chair*]
- The House acts second and "assent" to a conference committee. The Vice Chair also requests permission to go beyond the scope of differences between the two chambers. [*On 4/10 the Speaker appointed the three JBC members to the conference committee with Rep. Bird as Chair, and Rep Bird's request to go beyond the scope of differences between the two chambers was granted on Tuesday (4/11)*]
- A Senator will serve as Chair and a Representative will serve as Vice Chair of the conference committee.

CONFERENCE COMMITTEE ACTION

BASIC FORMAT OF CONFERENCE COMMITTEE MEETING

- Chair calls the Conference Committee to order, and ask JBC Staff to call the role.
 - The Committee will need to consider amendments to:
 - resolve differences between the House and the Senate;
 - correct technical errors; and
 - make other changes to the Long Bill.
 - Except for the first and last items listed below, motions can be made in any order.
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SPECIFIC TYPES OF MOTIONS CONSIDERED

1. *FIRST Motion*: I move that we start with the **Senate (Reengrossed) version** [or House (Rerevised) version] of the Long Bill.
2. **MOTIONS WITHIN THE SCOPE OF DIFFERENCES BETWEEN THE HOUSE AND THE SENATE:**
 - a. *Motion to keep an amendment that is in the reengrossed bill, but change it*: I move that we retain **Senate Amendment #X**, which [description of what the original amendment did], but [describe a change to the original amendment such as a smaller dollar amount or use of a different source of funding].

- b. *Motion to remove an amendment that is in the reengrossed bill:* I move that we reject **Senate Amendment #X**, which [description of what the original amendment did].
 - c. *Motion to accept a House amendment that is not in the reengrossed bill:* I move that we restore **House Amendment #Y**, which [description of what the original amendment did].
 - d. *Motion to accept a House amendment that is not in the reengrossed bill, but change it:* I move that we restore **House Amendment #Y**, which [description of what the original amendment did], but [describe a change to the original amendment such as a smaller dollar amount or use a different source of funding].
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MOTIONS BEYOND THE SCOPE OF DIFFERENCES BETWEEN THE HOUSE AND THE SENATE:

3. Motions concerning amendments adopted by both the House and Senate:

- a. *Motion to remove an amendment adopted by both chambers:* I move that we reject **Senate Amendment #X** (and House Amendment #Y), which [description of what the original amendment did]
- b. *Motion to retain an amendment adopted by both chambers, but change it:* I move that we retain **House Amendment #Y** (and Senate Amendment #X), which [description of what the original amendment did], but [describe a change to the original amendment such as a smaller dollar amount or use a different source of funding].

4. Motions concerning technical corrections that have been identified by JBC staff in collaboration with state agency staff:

- a. *Motion:* I move that we include in the report the **amendments recommended by JBC staff to make technical corrections** to the Long Bill, as described in the memorandum from ____ dated ____.
- b. *Additional motion for any other technical issues that arise:* I move that we include in the report an amendment to ...

5. Motions to make other changes to the Long Bill:

- a. *Motion:* I move that we include in the report an amendment to [description of what the amendment will do, including dollar amount (and FTE if applicable), source of funding, department and line item, and footnote or request for information if applicable)].

6. Motions concerning JBC budget package place holders:

- a. *Motion:* I move that we reduce/increase the place holder for [state specific dollar amount and purpose of place holder identified in the Budget Package and Long Bill Narrative] by \$_____.

7. *LAST Motion:* Prepare the conference committee report of the first conference committee on the Long Bill based on the prior motions.

PREPARING A CONFERENCE COMMITTEE REPORT

- If the Chair provides information about which version of the Long Bill the committee intends to start with and which amendments will likely be considered, JBC Staff can have all these amendments drafted and proofed prior to the conference committee meeting. The JBC Staff Director can also assist by preparing individual motions required by the conference committee to achieve members' desired objectives.
- Each motion requires a *majority vote* to pass.
- The conference committee report requires *at least two signatures from members from each chamber*.
- JBC staff will draft the conference committee report based on the motions approved by the conference committee. This compilation process requires at least a day or one late night of work, so the two chambers will not be able to consider the report until the morning after the conference committee concludes at the earliest.
- Legal Services staff will review the draft prepared by the JBC staff. This includes a review of the version that identifies individual amendments and the associated purpose clauses as well as the final report that excludes these items. Once the conference committee report is finalized, Legal Services staff will bring it to members of the conference committee for signatures.
- The JBC Staff Director can assist by preparing a memo that summarizes the conference committee recommendations to assist the Chair and Vice Chair in presenting the report.

CONSIDERATION OF THE CONFERENCE COMMITTEE REPORT

- Once the signatures are collected, the conference committee report is delivered to the House front desk first (if it's a Senate bill). If the House adopts the report and readopts the bill, then the bill is delivered to the Senate for action.
- Once the Senate adopts the report and readopts the bill, then JBC staff will enroll the conference committee report into the Long Bill and take the technical steps necessary to prepare the Long Bill into an Act to send to the Governor's Office. Depending on the number and complexity of amendments, this process can take anywhere from three days to a week.