



Montana Legislative Services Division
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MEMORANDUM

TO: Law and Justice Interim Committee

FR: Todd Everts, Director of Legal Services/Code Commissioner *TME*

RE: Legal Analysis of Committee Public Participation Requirements and the Application of Proxy Voting Rules

DATE: June 7, 2012

During the Law and Justice Interim Committee's (LJIC) April 19 and 20, 2012, meeting, the LJIC approved two motions requesting a legal analysis regarding:

- (1) the application of the public participation constitutional and statutory requirements with respect to specific LJIC agenda items and motions; and
- (2) the presiding officer's application of proxy voting rules with respect to certain LJIC motions.

Specifically, I was asked to address the following questions:

QUESTION #1: Did the LJIC's action taken on day one of a two-day noticed committee meeting without taking public comment and without the action being specifically noted on the day one committee meeting agenda, authorizing the issuance of subpoenas to compel attendance and testimony of certain individuals that had declined the committee's request to appear for an agenda item that was scheduled and noticed for the second day of the committee meeting, comply with the public participation statutory and constitutional requirements?

**SHORT
ANSWER:**

The Montana Constitution establishes a right for the public to participate in agency operations prior to a final agency decision as provided by law and also establishes a right for the public to examine documents and observe deliberations of all public bodies. The Montana Supreme Court has liberally construed the application of these linked constitutionally established rights. However, committees of the legislature are statutorily exempt from the requirements of Title 2, chapter 3, part 1, regarding specific agency notice requirements and certain public participation requirements in governmental agency decisionmaking. Based on the application of applicable constitutional, statutory, and case law to the factual circumstances, the committee's action likely complied with the public participation statutory and constitutional requirements.

QUESTION #2: Under the LJIC's operating rules, did the LJIC presiding officer have the discretion to determine whether a proxy vote is allowed?

SHORT

ANSWER: Yes. Please note that the Legislative Council, at its May 2012 meeting, voted to amend the interim committee operating rules and eliminated the presiding officer's authority to invalidate proxy votes. See attached amended rules.

Set out below is my detailed legal analysis.

LEGAL ANALYSIS

I. *Factual Background*

On April 19 and 20, 2012, the LJIC held a two-day Committee meeting. The Legislative Services Division followed standard interim committee notice procedures 10 days prior to the meeting via posting the meeting agenda on the LJIC's website, sending electronic copies of the meeting agenda to interested parties, electronically sending out a press release regarding the upcoming meeting, and mailing meeting packets including the meeting agenda to committee members. The two-day meeting agenda that was noticed contained the standard caveat language noting that all times are approximate with respect to individual agenda items.

The second day of the two-day meeting agenda contained an agenda item entitled "Lake County Law Enforcement Issues - Adequacy of Current Statutes" that was scheduled for approximately 1:30 p.m. on Friday, April 20, 2012. As specifically noted on the agenda, four of the five presenters had declined to show up and provide testimony. The fifth presenter was classified as "tentative" with respect to whether he would attend the meeting and provide testimony.

Before recessing for lunch on the first day (April 19, 2012) of the two-day committee meeting, the presiding officer noted that the individuals that the committee had specifically requested to attend and provide testimony regarding an agenda item involving Lake County law enforcement issues and the adequacy of state statutes had declined to appear before the committee the following day. Pursuant to the committee's statutory authority under 5-5-214 and 5-11-107, MCA, the presiding officer requested that the LJIC exercise its subpoena powers and compel the individuals to appear and testify the following day. After extensive committee discussion, the LJIC voted on whether to approve a motion to authorize the presiding officer to issue subpoenas. The LJIC's vote on the motion split--six members voting in favor of the motion and six members (three present and three absent and voting via proxy) voting against the motion. Citing the LJIC's operating rules with respect to what constituted a valid proxy, the presiding officer invalidated the three proxy votes and the motion to approve the issuance of the subpoenas passed the committee on vote count of six to three. Public comment was not solicited regarding the motion nor was the motion specifically noted on the day one committee meeting agenda. Following committee action regarding the issuance of subpoenas, four out of the five individuals that had declined to attend and testify regarding the Lake County agenda item showed up on the second day of the committee meeting and provided testimony.

II. Did the LJIC's action taken on day one of a two-day noticed committee meeting without taking public comment and without the action being specifically noted on the day one committee meeting agenda, authorizing the issuance of subpoenas to compel attendance and testimony of certain individuals that had declined the committee's request to appear for an agenda item that was scheduled and noticed for the second day of the committee meeting, comply with the public participation statutory and constitutional requirements?

Answering this question necessitates an analysis and understanding of the complex relationship between the the public's right to participate provision of Montana's Constitution under Article II, section 8, the public's right to know provision under Article II, section 9, and the statutory provisions that implement these constitutional provisions. At the core of these constitutional and statutory provisions is the recognition that governmental accountability is exercised through the public's right to be intimately involved in state and local government decisionmaking and activities.

A 2005 Attorney General's Opinion provides an excellent summation of the relationship between these two constitutional rights:

The "right to know" gives the public the right to "examine documents" and "to observe the deliberations of all public bodies or agencies of state government and its subdivisions except in cases in which the demand of individual privacy clearly exceeds the merits of public disclosure." Mont. Const. art. II, § 9 (emphasis added). The constitutional "right of participation" is more limited. The public has a right to "expect governmental agencies to afford such reasonable opportunity for citizen participation in the operation of the agencies prior to the final decision as may be provided by law." Mont. Const. art. II, § 8 (emphasis added).

The use of the phrase "all public bodies or agencies of state government and its subdivisions" in section 9 and the narrower term "governmental agencies" in section 8 has significance for the determination of the answers to your questions. Section 9 gives the public a right to know that applies to every public body in the state. Subject to the individual privacy exception, the public has a right to observe the deliberations and examine the documents of every public body. In contrast, section 8 defines the constitutional right to participation that applies to a much narrower group of public entities. Under this section the public has a right to participation only in the operation of "agencies" and only "as may be provided by law." 51 A.G. Op. 12 (2005)

The Montana Supreme Court has liberally construed the application of these constitutionally established rights. Assoc. Press v. Crofts, 321 Mont. 193, 89 P.3d 971 (2004); Bryan v. Yellowstone County Elementary School District No. 2, 312 Mont. 257, 60 P.3d 381 (2002); and Common Cause v. Statutory Committee to Nominate Candidates for Commissioner of Political Practices, 263 Mont. 324, 868 P.2d 604 (1994). The Court has further held that Article II, sections 8 and 9, are linked in that if an individual is not provided with opportunity to observe public deliberations or examine public documents under Article II, section 9, then that individual cannot exercise his or her right to participate in the operations of agencies under Article II, section 8. Bryan v. Yellowstone County Elementary School District No. 2, 312 Mont. 257, 60 P.3d 381 (2002), and Board of Trustees v. Board of County Commissioners, 186 Mont. 148, 606 P.2d 1069 (1980).

The legislature has implemented Article II, sections 8 and 9, by enacting Title 2, chapter 3, parts 1 and 2, MCA, respectively. The focal point of this analysis is whether the LJIC's actions

are subject to the notice and public participation provisions of Title 2, chapter 3, part 1, MCA.¹

Title 2, chapter 3, part 1, MCA, specifically implements Article II, section 8, by establishing requirements for state and local agencies regarding notice of agency actions and establishing procedures for citizen participation in agency decisionmaking. The specific agency statutory public participation and notice requirements are set out below.

2-3-103. Public participation -- governor to ensure guidelines adopted. (1) (a) Each agency shall develop procedures for permitting and encouraging the public to participate in agency decisions that are of significant interest to the public. The procedures must ensure adequate notice and assist public participation before a final agency action is taken that is of significant interest to the public. The agenda for a meeting, as defined in 2-3-202, must include an item allowing public comment on any public matter that is not on the agenda of the meeting and that is within the jurisdiction of the agency conducting the meeting. However, the agency may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter. Public comment received at a meeting must be incorporated into the official minutes of the meeting, as provided in 2-3-212.

(b) For purposes of this section, "public matter" does not include contested case and other adjudicative proceedings.

(2) The governor shall ensure that each board, bureau, commission, department, authority, agency, or officer of the executive branch of the state adopts coordinated rules for its programs. The guidelines must provide policies and procedures to facilitate public participation in those programs, consistent with subsection (1). These guidelines must be adopted as rules and published in a manner so that the rules may be provided to a member of the public upon request.

2-3-104. Requirements for compliance with notice provisions. An agency shall be considered to have complied with the notice provisions of 2-3-103 if:

(1) an environmental impact statement is prepared and distributed as required by the Montana Environmental Policy Act, Title 75, chapter 1;

(2) a proceeding is held as required by the Montana Administrative Procedure Act;

(3) a public hearing, after appropriate notice is given, is held pursuant to any other provision of state law or a local ordinance or resolution; or

(4) a newspaper of general circulation within the area to be affected by a decision of significant interest to the public has carried a news story or advertisement concerning the decision sufficiently prior to a final decision to permit public comment on the matter.

It must be emphasized that statutorily, the specific public participation and notice requirements noted above apply only to state and local agencies (2-3-102, MCA). The legislature and any branch, committee, or officer of the legislature is not included in the definition of "agency" and is therefore statutorily exempt from the specific requirements provided in 2-3-103 and 2-3-104, MCA. The Montana Supreme Court in Common Cause confirmed that the term "agency" does not include a legislative committee within the meaning of 2-3-102. Common Cause supra, 263 Mont. at 330. In addition to the legislature, the governor and the judicial branch are also statutorily exempt from the public participation and notice requirements pursuant to 2-3-102 (1), MCA.

¹There is no legal issue with respect to the conclusion that the LJIC's April 2012 meeting constituted a "meeting" under the open meeting laws that was open to the public pursuant to Title 2, chapter 3, part 2, MCA.

Although the specific public participation and notice requirements in Title 2, chapter 3, part 1, MCA, do not statutorily apply to the legislature, the Montana Supreme Court in Common Cause has held that the open meeting requirements in Title 2, chapter 3, part 2, MCA, apply to legislative committees. Common Cause supra, 263 Mont. at 331. The Court has also held that Montana law requires that public notice be given of meetings of legislative committees subject to the open meeting statutes and that "[w]ithout public notice, an "open" meeting is open in theory only, not in practice". Board of Trustees, 186 Mont. at 156 and Common Cause supra, 263 Mont. at 331.

There is no disputing that the LJIC's April 2012 meeting constituted a "meeting" under the open meeting laws and that the LJIC's meeting was open to the public pursuant to Title 2, chapter 3, part 2, MCA. The LJIC complied with the Montana Supreme Court's holding in Common Cause that notice of legislative committee meeting is required when the LJIC followed standard interim committee notice procedures 10 days prior to the April 2012 meeting by posting the meeting agenda on the LJIC's website, sending electronic copies of the meeting agenda to interested parties, electronically sending out a press release regarding the upcoming meeting, and mailing meeting packets including the meeting agenda to committee members. In addition, members of the public were in attendance during the LJIC's meeting.

The crux of the issue raised with respect to this legal opinion is whether LJIC's action authorizing the issuance of subpoenas taken on day one of a two-day noticed committee meeting without public comment or the action being specifically noted on the day one committee meeting agenda runs afoul of the notice and public participation provisions in 2-3-103, MCA, requiring that an "agency may not take action on any matter discussed unless specific notice of that matter is included on an agenda and public comment has been allowed on that matter". As noted previously, because the legislature is not defined as an "agency" pursuant to 2-3-102, MCA, it is statutorily exempt from the requirements of 2-3-103, MCA, and therefore LJIC's actions did not violate those statutory provisions.

I would be remiss if I did not note that it has been the longstanding practice of the legislative committees to voluntarily adhere (when possible) to the provisions of 2-3-103, MCA. Most of the legislative interim committee agendas are structured to provide notice to the public that the committee may be taking action regarding a particular agenda item and that the public is allowed to comment on the agenda item prior to committee action. Interim committee operating rules set out public participation guidelines that provide that each committee is committed to providing an opportunity for effective public involvement in public policy development and review.

III. Under the LJIC's operating rules, did the LJIC presiding officer have the discretion to determine whether a proxy vote is allowed?

Under the Rules, Procedures, and Guidelines for Legislative Interim Committees and Activities adopted by Legislative Council (September 21, 2001), the LJIC presiding officer clearly had the authority to exercise his discretion in determining the validity of the proxy votes with respect to the motion authorizing the presiding officer to issue subpoenas on behalf of the committee.

**RULES, PROCEDURES, AND GUIDELINES
For INTERIM COMMITTEES**

Adopted by the Legislative Council

September 21, 2001

Amended: December 7, 2011 and May 5, 2012



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RULES, PROCEDURES, AND GUIDELINES FOR LEGISLATIVE INTERIM COMMITTEES AND ACTIVITIES

Preamble: Legislative committees operating during the interim between regular legislative sessions have a history of constructively and collectively addressing and, often, resolving critical public policy issues for Montanans. It is the general policy of the Legislature that interim committees reach general agreement on any issue that requires a committee decision. If general agreement cannot be reached, the chairman or chairwoman may call for a vote of the members.

I. QUORUMS/PARLIAMENTARY PROCEDURES

A. Meetings of legislative interim committees (committees) must be held in the State Capitol unless otherwise designated by the chairman or chairwoman.

B. Notice of regular meetings must be given to the members and the public a minimum of 10 days prior to each meeting.

C. Public notice is accomplished by posting to the Legislative Branch website information about the time, location, and agenda of meetings and through dissemination of the same material to news media, committee members, and interested persons. Staff of the Legislative Services Division (LSD) shall maintain an updated mailing list of persons stating an interest in each committee's activities. Anyone who requests to be included on the mailing list must be included. If practical and feasible, notice may also be given by U.S. mail, e-mail, fax, or other means.

D. A special meeting may be scheduled by a majority of members at any meeting or may be called, with at least 24-hour notice to the members, by the chairman or chairwoman or a majority of a committee. A special meeting may not include agenda items that require a public hearing.

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E. Meetings of committees and subcommittees must be conducted under the established rules of the Montana Senate as to quorums and parliamentary procedure.

II. PUBLIC PARTICIPATION GUIDELINES

A. A functional role of each interim committee is to review and assess the development and implementation of public policy. Public comment should be solicited and be designed to assist committees in their policy role.

B. Each committee is committed to providing an opportunity for effective public involvement in public policy development and review.

C. (1) Except as provided in subsection (2), public comment will be taken at the discretion of the committee chairman or chairwoman. Public comment may be taken in person or through written communication.

(2) Public comment may not be accepted over the phone. (amended 12/7/11)

D. In order to manage the committee's time and agenda, the chairman or chairwoman of a committee may limit individual public comment in a manner that allows equal and fair opportunity for public comment.

E. Submission of written comments is encouraged. Written comments may be accepted at any time through electronic or regular correspondence and will be copied to all committee members and entered into the record. (amended 12/7/11)

F. Common courtesy is required of all parties at all times.

G. The chairman or chairwoman has the discretion to recess committee meetings whenever considered appropriate.

H. Recording or videotaping of committee meetings is permissible in a manner that does not disrupt the meeting.

III. ELECTION OF OFFICERS

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A. Nominations for the chairman or chairwoman and vice-chairman or chairwoman of a committee must be made from the floor after appointments of new members have been made. The chairman or chairwoman and the vice-chairman or chairwoman may not be of the same political party.

B. In order to be elected, a candidate shall obtain a majority of votes of all the members.

C. Members shall vote for the chairman or chairwoman and vice-chairman or chairwoman by voice vote or a roll call vote.

IV. PROXY VOTES

A. Proxies are generally discouraged. ~~Employment of a proxy is inappropriate whenever a question before a committee has not received a prior hearing or where new debate occurs the day of the vote.~~ *(Legislative Council Amendment, May 5, 2012)*

B. For the exercise of a proxy to be valid, the deputized member shall hold a written proxy from the absent member, ~~that specifies the question to which the proxy applies. Where a written proxy refers generally to a question but does not precisely address the question called to a vote, the chairman or chairwoman shall determine whether the proxy will be allowed.~~ *(Legislative Council Amendment, May 5, 2012)*

V. APPOINTMENTS

The chairman or chairwoman may appoint a subcommittee's chairman or chairwoman, members of subcommittees, and as necessary, nonlegislative members of special committees.

VI. SUBCOMMITTEES

A. The chairman or chairwoman may establish temporary or standing subcommittees of the interim committee to make investigations or perform other functions as may be delegated by the committee.

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B. The chairman or chairwoman of a subcommittee shall work closely with the committee staff in determining research priorities within the topic areas assigned to the subcommittee. Significant conflicts between committee research and subcommittee research responsibilities may be referred to the chairman or chairwoman of the committee for resolution.

C. The chairman or chairwoman of a subcommittee shall make, on behalf of the subcommittee, periodic reports and recommendations to the committee.

D. Any recommendation of a subcommittee is a recommendation to the full committee only. Only the full committee may take action to implement a recommendation, which should be based on clearly stated findings and recommendations that are formally adopted by the full committee.

VII. STAFF RESEARCH

A. The Executive Director of the LSD is responsible for managing the staff's workload under guidelines established by the Legislative Council.

B. Committee staff are responsible for assisting individual committee members on request by compiling and analyzing material relating to the committee's statutory responsibilities.

C. By the conclusion of the second regular meeting following appointment of new members, the committee shall establish a work plan for the biennium.

D. Priority must be given to research relating to the committee's primary study topics each biennium as identified in the approved committee work plan.

E. A request from an individual member for research not included in the work plan may not interfere with research required by the plan. Staff work to respond to a research request not included in the work plan may not exceed 16 hours without approval of the chairman or chairwoman and the vice-chairman or chairwoman.

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F. The limitation on conducting research does not apply to bill drafting services during and immediately preceding a legislative session.

VIII. REVIEW COMMITTEE

The chairman or chairwoman, vice-chairman or chairwoman and subcommittee chairmen or chairwomen, if any, shall serve as a review committee for any publication required by statute.

IX. TRAVEL AND EXPENSE REIMBURSEMENT

A. The chairman or chairwoman is responsible for authorizing out-of-state travel by committee members that will result in a request for reimbursement from the committee's budget.

B. Committee members shall receive salary and be reimbursed for meals, lodging, mileage, and miscellaneous expenses as provided by law and the travel policy established by the Legislative Council.

C. Overnight lodging is reasonable when a legislator would be required to leave home earlier than 6:30 a.m. or arrive home later than 6:30 p.m. in order to have attended all of the meeting or have conducted all of the legislative business authorized.

To compute whether this would be required, an average travel speed (overall including incidental stops) of 50 miles an hour is used. The one-half hour immediately preceding and immediately following a meeting or legislative activity is an in-town travel shift and considered to be part of the total meeting schedule for the purposes of the reasonableness computation.

D. A member is considered necessarily away from home on the day of a meeting or other authorized legislative activity and on any other day when travel qualified under (1) above is required.

E. Subject to statute, a meal falling within reasonable travel times may be claimed.

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Special circumstances are considered in determining reasonableness. Such circumstances may include inclement weather, a legislator's health, variables related to flying instead of driving, and schedule conflicts which require a member to choose a more expensive mode of travel in order to participate in the legislative activity. Special circumstances should be clearly presented on the claim form. (C. through E. adopted June 26, 2009)

X. MINUTES OF INTERIM COMMITTEE MEETINGS

A. The digital recordings of interim committee meetings are recognized and designated as the official minutes of interim committee meetings.

B. In conjunction with the digital minutes, staff will prepare an annotated log that functions as an index and time stamp to the digital record, similar to minutes of standing committee meetings during sessions. The log will:

(1) indicate at what points during the meeting the various agenda items can be found in the digital record;

(2) identify each speaker and detail each motion and vote;

(3) describe the topic of pertinent discussion, including identification of critical discussion or questions between committee members and witnesses, staff, and each other; and

(4) establish "hot links" to documents discussed by or presented to an interim committee, thereby allowing an interested party to have quick internet access to that information as well.

C. For pivotal discussions, staff will fully describe questions, responses, observations, revelations, commitments, proposals, and the like. On rare occasion, the audio record could be transcribed (if the committee determined transcription to be necessary).

D. Whenever a committee tours or travels, the minutes would identify the location of the meeting, the committee members and staff attending, the person leading the tour (if applicable), the primary people at the meeting, and a general time frame.

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It should be a practice that the following meeting include an agenda item during which an overview of the tour would be presented, members could ask questions or add comments, and the public could provide input.

(Adopted June 26, 2009.)

XI. REQUESTS FOR MATERIAL

A. Right to Know Policy:

- (1) Records subject to constitutional individual privacy protection are protected from public review or scrutiny.
- (2) All other records are subject to right to know provisions of the Constitution.
- (3) It is necessary for the staff to protect records from theft, loss, defacement, or alteration and to prevent undue interference with the discharge of committee functions.

B. The following procedures apply to records that are available for public inspection and copying:

- (1) Committee records are available for inspection and copying upon request by any person during regular office hours of the LSD.
- (2) The request may be oral or in writing to the Executive Director of the LSD and must reasonably identify the record wanted.
- (3) The records may be inspected in appropriate accommodations within the State Capitol as identified by the Executive Director.
- (4) Copies of material will be made and distributed at a cost-reimbursable rate. Requests for copying that involve excessive staff time may be referred to the Executive Director. The person making a request may be required to copy the records in the offices of the Legislative Services Division.

C. The following records are not available for public inspection and copying:

- (1) Personnel records, except general employment information, such as dates and duration of employment, title of position and salary.

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- (2) Prior to bid opening, information that would give advantage to any person bidding on services or other contracts sought by the committee.
- (3) Material prepared in anticipation of litigation that would not be available to a party in litigation with the committee under the Montana Rules of Civil Procedure on pretrial discovery.
- (4) Prior to any testing period, materials used to test job applicants if disclosure would compromise the fairness or objectivity of the testing process.
- (5) Proprietary information, including computer programs, which is entrusted to the committee under exclusive contract.
- (6) Any other information that the Executive Director of the LSD determines to be not available because the demands of individual privacy clearly exceed the merits of public disclosure.

XII. EQUIPMENT

Legislative Services Division equipment, including but not limited to telephones, computers, software, and copying and fax machines, is primarily for the use of LSD staff and may be made available to committee members for committee business. When the Legislature is in session, legislators may use LSD equipment from time to time. Use of LSD equipment at any time may not interfere with the staff's need for and use of the equipment. Any use of LSD equipment must be for legislative business only.

XIII. COMPLETION OF INTERIM COMMITTEE WORK

September 15 prior to a regular legislative session is the guideline date for completing interim committee work. For the purposes of this guideline, "completing interim committee work" means that the committee:

- A. shall have adopted its findings, conclusions, and recommendations, if any, with respect to an interim study assigned to it by bill, by the Legislative Council, or under its own authority;
- B. if a final report is prepared, shall have approved a draft of the report as prepared by the committee's staff;

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- C. shall have approved for introduction in the next legislative session, all draft legislation that is prepared by the committee's staff on behalf of the committee in executing its duties under 5-5-215(2), MCA;
- D. shall have assigned an unopposed or holdover legislator, preferably a member of the committee, as the sponsor of legislation described in XIII. E., above;
- E. shall have submitted for LSD drafting purposes, any request for legislation made on behalf of an entity described in and for which the committee has monitoring responsibility under 5-5-215(1)(c), MCA.
- F. all other duties and responsibilities assigned to a committee under Title 5, chapter 5, MCA, or elsewhere in the MCA, unless another date is specifically provided by law or in case of exigency.

XIV. COMMITTEE REVIEW OF AGENCY-PROPOSED LEGISLATION

- A. Mid-April through mid-June of each even-numbered year is the guideline for receipt by interim committees of descriptions of legislation that may be requested by executive branch agencies or other entities. For agency-proposed legislation, the committees must follow the guidelines established in section XII. E.
- B. For the purposes of reviewing the descriptions of proposed legislation in anticipation of acting as the "requestor" of the legislation, the completed EPP form as required by the OBPP is the information to be submitted to interim committees. An entity not required to submit the EPP form shall submit equivalent information.

XV. EDUCATING INTERESTED PARTIES

- A. Interim committees should educate interested parties about legislative processes, particularly those processes involving preparation of agency-requested legislation, interim committee review, and preintroduction of bills, including deadlines and target dates.
- B. For the purposes of these guidelines, "interested parties" include: legislators; the governor and the director of the governor's Office of Budget and Program Planning; agency directors and their respective chief legal counsels; statewide elected officials and their respective chief legal counsels; boards, commissions,

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and similar entities that may request legislation be prepared on their behalf (e.g., FWP Commission or Board of Education); the Montana University System (including the Regents, Commissioner's Office, and Presidents' and Chancellors' offices of the respective units); and any other entity or individual who may have a formal interest in legislative processes.

- C. To promote efficiency and consistency, the basic processes, time lines, etc. should apply uniformly to all interim committees, executive agencies and entities assigned to executive agencies, statewide elected officials, and the university system.

January 16, 2004 version: CI2196 4029lena.

June 26, 2009 version: CI0429 9180sfna.

March 2, 2010 version: CI0070 0067sfna

December, 7, 2011 version: CI0206 2110sfna.