

Effective: 3/77
Revised: 12/08
Approved: _____

THE LEGISLATIVE AUDIT DIVISION

RULES OF THE LEGISLATIVE AUDIT COMMITTEE

- (1) Purpose. The purpose of these rules is to form a basis for the operations of the Legislative Audit Committee.
- (2) Parliamentary Procedure. Except as otherwise specified by these rules, the proceedings of the Legislative Audit Committee shall be governed by the Joint Rules of the House and Senate of the Legislative Assembly, so far as they are applicable, together with Mason's Manual of Legislative Procedure.
- (3) Officers. The Legislative Audit Committee shall elect, from its membership, a chair, a vice chair, and a secretary who shall serve until their successors are elected. Upon the election of the chair, the vice chair shall be elected from the other legislative body. The Legislative Auditor shall assist the secretary of the Audit Committee.
- (4) Location. The Legislative Audit Committee's office shall be the Office of the Legislative Auditor in the State Capitol and all regular meetings shall be held at such office, but the chair may call special meetings at any other place.
- (5) Meetings. Regular meetings of the Legislative Audit Committee shall be held at the call of the chair. Upon written request to the chair of the Legislative Audit Committee by a majority of the members, the chair is required to call a special meeting.
- (6) Quorum. Seven members of the Legislative Audit Committee shall constitute a quorum, and a vote of seven members on the prevailing side is required to carry any motion. At least ten members of the Committee must be present to organize and elect officers.
- (7) Roll Call. A roll call vote shall be taken upon any question at the request of any Legislative Audit Committee member.

- (8) Reports. Audit reports prepared by the Legislative Auditor become public documents only upon receipt by the committee. News releases shall not be made to the press, radio, or television until after the committee has officially met to review the audit report of a state agency. However, with the approval of the chair and the vice chair the Legislative Auditor may release information from a report prior to presentation of the report to the committee.

- (9) Change of Rules. These rules may be suspended by a vote of nine of the members of the Committee. Amendments to the rules may be made, after six days' written notice of intent thereof, together with a copy of the proposed change, by a vote of nine members of the Committee.

ADOPTED: January 13, 2009