

Fixed agenda for IBC

- Quarterly reports by section, including IT project dashboards
- Governor's efficiency in government as reported by the agencies
- Following items in HB 630 and HB 632
- Section A – ITSD details
- Update from related interim committees
- Staff research and other work limited to ~ 40 days per IBC per quarter

Interim Budget Committee Planning

Beginning in September 2021, Interim Budget Committees (IBC) will meet quarterly on the day before the scheduled quarterly Legislative Finance Committee meeting. Interim Budget Committees will be limited to the quarterly meetings.

Staff will prepare quarterly financial reports for the IBC that will include components outlined in [HB 497 Section 4 items a\) through d\)](#). State agency presentations will be scheduled as requested. Quarterly financial reports typically take each key staff member 100-160 hours to complete.

Coordination between the Interim Budget Committees and Interim Policy Committees (IPC) may occur if topics are of interest to both, in which case, the quarterly meeting would include both IBC and IPC members. Additional support resources needed to administer joint IBC and IPC quarterly meetings, such as secretaries and remote meeting coordinators, will be coordinated by staff.

Requests for staff research outside of the scope of the quarterly financial reports must fall into one of the following categories:

1. Brief follow-up questions to the meeting that do not exceed 16 hours of staff resources;
2. Research items that require between 8 and 40 hours of staff time may be approved by the IBC, but when added together may not exceed an estimated 160 hours per quarter; and
3. Research items that require more than 160 hours of staff time must be approved in the LFD workplan adopted by the LFC, research items approved will reduce the hours available under 2) above.

The Legislative Finance Committee is the management committee for the Legislative Fiscal Division. If an IBC wants to deviate from this plan, such as requesting additional research time or meetings, the requests need approved by the Legislative Finance Committee for inclusion in the approved work plan.

Other tools available to the IBC include informal conversations with staff, informal conversations on TEAMS with multiple legislators (not a quorum) and staff, and ongoing communications by electronic means.