

HB 5 SELECT COMMITTEE ON CORRECTIONS FACILITY CAPACITY & SYSTEM DEVELOPMENT

Draft

MEETING TIMES

- Quarterly meetings, a day before the Interim Budget Committees and two days before the Legislative Finance Committee – December 12, 2023, March 19, 2024, June 18, 2024, September 17, 2024
- Anticipated meeting time is 8:00am to 4:30pm
- Notice of committee hearings will be done through the legislative website at: <https://www.leg.mt.gov/dfd/hb-5-study/>
- Committee members will be emailed agendas and meeting materials at least a week prior to the meeting
- All meeting changes will be noticed at least three days in advance
- We will have all meetings available electronically on Zoom. Zoom links will be sent to the members in advance of the meeting

QUORUM

- Quorum is four members – no proxies may be used for establishing a quorum
- Quorum must exist to start meetings, so please be on time or get excused by chair

MOTIONS AND VOTING

- Motions do not require a second
- Chair may make motions
- Notify the Chair of proxies

PRESENTATIONS

- Handouts should be three-hole punched and letter sized. Use a minimum of paper
- It is fine to use visual aids electronically, but any information contained in the reports must be provided one week prior to presentation

PUBLIC COMMENT

- All agency officials and members of the public must sign in to testify if in person
- Witnesses presenting testimony before the committee should remain in the room to answer any questions from committee members until the chairman excuses them
- Electronic testimony will be accepted also. All members of the public must register to attend electronically at: <https://www.leg.mt.gov/dfd/hb-5-study/>
- Testimony and supporting documentation MUST be submitted by NOON the day before the hearing begins
- Written testimony may also be submitted for the permanent committee record. Written testimony should be submitted electronically at <https://leg.mt.gov/public-testimony> and include the name and affiliation of the person who submitted the testimony. Testimony and supporting documentation MUST be submitted by NOON the day before the hearing begins
- All testimony must follow the committee rules

CELL PHONES

- Ring, beep, or make any noise and you buy baked goods for the committee