

INTERIM BUDGET COMMITTEE ON GENERAL GOVERNMENT

MEETING TIMES

- Quarterly meetings, a day before the Legislative Finance Committee – December 13, 2023, March 13, 2024, June 19, 2024, September 18, 2024, December 11, 2024
- Anticipated meeting time is 8:30am to 4:30pm
- Notice of committee hearings will be done through the legislative website at: [Interim Budget Committee Section A - Montana State Legislature \(mt.gov\)](#)
- Subcommittee 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
- The Interim Budget Committee may hold joint meetings to discuss topics related to both committees. Other committees the IBC may wish to hold joint meetings with include the Economic Affairs and State Administration and Veterans' Affairs Interim Committees

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 need to be provided to staff and legislators two weeks prior to the hearing. They 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 two weeks 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 agency staff and members of the public must register to attend electronically at [Interim Budget Committee Section A - Montana State Legislature \(mt.gov\)](#). 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 subcommittee