

**JOINT ADMINISTRATION AND REGULATION  
APPROPRIATIONS SUBCOMMITTEE RULES  
2009-2010 BIENNIUM**

A quorum of the Joint Administration and Regulation Appropriations Subcommittee is declared to be a majority of the members of the House Subcommittee and a majority of the members of the Senate Subcommittee.

Action by the Joint Subcommittee in the adoption, suspension, alteration, or elimination of rules and in the making of recommendations will require, on separate roll call vote, a majority vote of the members of the House Subcommittee and a majority vote of the Senate Subcommittee. However, other action shall require only a simple majority of each chamber present.

The Chairperson of the Senate Administration and Regulation Appropriation Subcommittee and the Chairperson of the House Administration and Regulation Appropriation Subcommittee will serve as Co-Chairpersons of the Joint Appropriations Subcommittee and each chamber will preside on alternate weeks or upon arrangements agreed to between the chambers.

The secretaries of the Senate Chairperson and the secretary of the House Chairperson will serve cooperatively as co-secretaries of the joint subcommittee and keep minutes and separate records of the joint committee action for each chamber.

The Subcommittee Co-Chairpersons at times established by the legislative leadership may schedule department budget hearings. The hearing schedule will be coordinated with the Legislative Services Agency, Fiscal Services Division.

The budget recommendation for a department will not be voted upon the same day the department's budget request is heard.

The budget recommendations approved by the Joint Subcommittee will be prepared in bill form as ordered by the Legislative Services Agency, Fiscal Services Division.

Any amendments to the Administration and Regulation Appropriations Bill should be in written form with the exception of corrective or nonsubstantive amendments.

Any person possessing a wireless device, such as a telephone or pager, during Subcommittee meetings must make certain the wireless device is not audible to any other person in the Subcommittee meeting. All telephone conversations that are not related to Subcommittee business shall be conducted outside the committee room.

Whenever Mason's Manual of Legislative Procedure does not conflict with rules specifically adopted by the subcommittee, Mason's Manual of Legislative Procedure shall govern the deliberations of the Subcommittee.