



- 1.0 RULES OF OPERATION. The Commission shall be governed by its enabling statutes, Section 3.85, and by these rules:
- 2.0 MEMBERSHIP. Commission membership is governed by Section 3.85.
- 3.0 OFFICERS. The Commission shall elect a Chair, Vice Chair, and Secretary by a majority vote of the membership. The Chair shall alternate every two years between a member of the Senate and a member of the House. The Chair and Vice Chair shall be from different Houses. Officers shall serve until their successors are elected, however, not for more than two years. Elections shall be conducted within one month after the appointment of the members pursuant to Section 3.85, subdivision 3. If an officer vacates office for any reason, a new officer shall be elected by the Commission as soon as possible from the House of the previous incumbent.
- 4.0 EXECUTIVE COMMITTEE. The Chair, Vice Chair, and Secretary shall constitute the Executive Committee. The Executive Committee has the authority to act on behalf of the full Commission between Commission meetings. All members shall be notified of all Executive Committee actions.
- 5.0 CONDUCT OF MEETINGS. All meetings of the full Commission, except meetings pertaining to personnel issues, shall be open to the public. The Chair shall as far as practicable give three days notice of any meeting.

A majority of the Commission membership (6 members) shall constitute a quorum. The election of Commission officers requires a majority vote of the membership. The approval of a recommendation for legislative action requires at least three of the members drawn from the House of Representatives and at least three of the members drawn from the Senate. All other Commission business, including all administrative actions, require a simple majority vote of those members present.

- 6.0 STAFF. Staff shall be hired and compensation established as provided in statute.
- 7.0 BUDGET & EXPENSES. The Executive Committee shall be responsible for budget development. The Commission shall approve, disapprove, or modify biennial budget proposals for submission to the Legislative Coordinating Commission. No Commission expenditures shall be made without authorization by the Chair or, in the absence of the Chair, by a member designated by the Chair.
- 8.0 AMENDMENTS. Notice shall be sent to all members in advance of any proposed amendments to these rules. Rules may be suspended or amended by a vote of approval of at least four of the members drawn from the House of Representatives and at least four of the members drawn from the Senate.

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Amended March 2, 1987, by adding Rule 9.0, pension bills must be introduced on a timely basis to be considered.

Amended March 20, 1989, by rescinding Rule 9.0.

Amended March 5, 1991, by requiring three members from each body to recommend legislation.

Amended January 30, 1998, by stating that seven members constitute a quorum and by requiring four members from each body to recommend legislation.

Amended September 15, 1999, by stating that six members constitute a quorum and by requiring three members from each body to recommend legislation.