

House and Senate Appropriations Chairs' Guidance for Area Committee Chairs

February 7, 2019

Chairs' Expectations

Area Committees are expected to work jointly in reviewing agency budgets and operations by focusing on core functions of government and whether they are adequately funded. Committees should also look for efficiencies across State government, including looking at duplicative programs and evaluating if fund levels are appropriate for non-core services, including non-profits and other non-essential services.

Committee Work

- Begin planning with staff week of February 11; educational briefings should begin the week of February 25
- Rotate presiding over meetings
- Maintain transparency by having open meetings and posting documents to committee websites
- Consult other area committees for items that cross multiple agencies
- Refer certain items to the Full Chairs
 - Salary-related items, debt service, capital or other Statewide issues
- Plan to check in with the Full Chairs on your progress reviewing agencies and programs

Joint Educational Meetings (items for potential review)

- Fiscal Research staff will provide relevant budget background
- Review past legislative budget and policy actions
- Review interim committee reports
- Review federal changes impacting states
- Hear Governor's Budget (when appropriate)
- Evaluate agencies by looking at the programs and services they provide. For each program/service, look at:
 - Does this program fulfill a Constitutional requirement?
 - Is this program required by federal mandate? State mandate?
 - Is this program appropriately funded to complete its mission?
 - Do program outcomes justify expenditures?
 - For mandatory programs, are there ways to manage growth and reduce expenditures?
 - Is the set of services or programs the State offers an effective way to address the issue?
 - Can some programs be eliminated?
 - Can the savings from those programs be used more effectively to run other programs?

Guidance Forthcoming

- Spending targets
- Subcommittee deliberations and voting
- Special provisions