



30th Alaska State Legislature
House Finance Budget Subcommittee
Department of Labor
FY19 Operating Budget

Chair:

Rep. Neal Foster
Capitol Room 410
465-3789

Members:

Rep. Sam Kito
Capitol Room 403
465-4766

Rep. Adam Wool
Capitol Room 412
465-4976

Rep. Andy Josephson
Capitol Room 102
465-4939

Rep. Louise Stutes
Capitol Room 408
465-2487

Rep. Gary Knopp
Capitol Room 424
465-2693

Rep. Chris Birch
Capitol Room 112
465-4931

Rep. Colleen Sullivan-Leonard
Capitol Room 420
465-4833

Rep. Lance Pruitt
Capitol Room 410
465-3438

Committee Aide:
Brodie Anderson
465-3789

MEMORANDUM

DATE: February 7, 2018

TO: House Finance Department of Labor Budget Subcommittee Members

FROM: Representative Neal Foster, Chair

RE: Subcommittee Amendment Procedure and Closeout

The purpose of this memo is to outline the procedures of the FY19 Department of Labor Budget Subcommittee Amendment and Close-out process.

Subcommittee Proposals and Amendments

On Wednesday, February 14th, the subcommittee will consider amendments. An amendment could be in the form of a traditional budget amendment, or that of a proposal recommending statutory changes that will result in budget savings. All subcommittee members can introduce, debate, and vote on amendments to the department's operating budget.

Procedure

Please note that the hard deadline for submitting amendments will be **1:00pm Monday, February 12th**. Any amendments that do not match the scope of our examination of the Department of Labor may be ruled out of order. Additionally, amendments that are incorrectly drafted may also be voided. The Chair's office will happily work with the sponsor to more closely craft the amendment to the subcommittee's focus, or correct any technical errors.

When submitting budget amendments or statutory change proposals, please submit to the Chair's office using the forms attached to this memo.

Scope of Amendments

To fulfill the goals of this subcommittee, we will only focus on amendments that fit the scope of our inquiry into the Department. The Chair retains the authority to rule amendments out of order. As a rule, amendments that make unallocated, across-the-board reductions or additions to the department will not be accepted.

If an amendment is offered that reduces funding for a program, service or activity that the department is statutorily required to provide, the

sponsor should cite that statute. Members should be familiar with statutory obligations and how they affect the department's budget.

Additionally, if there is a formal or informal legal services opinion regarding a proposed amendment that indicates there may be constitutional or statutory concerns, the sponsor of the amendment is strongly encouraged to provide this information to the subcommittee.

Subcommittee Vote

Proposed subcommittee amendments will be discussed and voted in our Wednesday, February 14th meeting.

All amendments that pass will be presented to the full Finance Committee by the Subcommittee Chair and a final narrative report describing any statutory change recommendations being referred to the policy committee.

Closeout

A brief closeout meeting will occur on Wednesday, February 21th, at which time the Subcommittee's report will be adopted and transmitted to House Finance.