

Procedures for Joint Legislative Task Force on the Underground Economy in the Construction Industry

Organization and Conduct of the Task Force

1. The Senate and House committee chairs will act as co-chairs of the Task Force. The co-chairs will manage the Task Force meetings, in consultation with the executive committee consisting of the co-chairs, the House and Senate committees ranking minority members, the agency liaisons **and a representative from both business and labor**. This will include developing agendas based on requests of Task Force members and, if deemed necessary, scheduling meetings different from those on the draft work plan. **If a member of the Task Force or the executive committee is unable to attend a meeting, he or she may designate an alternate.**
2. Any portion of a Task Force meeting may be devoted to public comment, as agreed to by the executive committee.
3. Agendas and other meeting materials will be distributed by e-mail. Public information produced by the Task Force will be maintained on a Task Force webpage on the House and Senate committee websites.

Task Force Subcommittees

4. The Task Force may agree to one or more subcommittees of its membership, the labor and business subcommittee members to be selected by their respective caucuses. Subcommittees would be responsible for discussing and making recommendations to the full Task Force on specific topics assigned by the Task Force.
5. Each of the labor and business caucuses may suggest non-members to participate in an advisory committee or committees, as agreed to by the Task Force. Advisory committees would be asked to discuss and make recommendations to the full Task Force on specific topics assigned by the Task Force.

Research Requests

6. Research requests for data from the Employment Security Department, the Department of Labor and Industries or the Department of Revenue will be made by the executive committee. The executive committee will review all data requests from Task Force members, develop agreement on the questions asked and the assumptions to be used in developing responses, prioritize requests, and submit the requests in writing through the appropriate agency liaison. Prioritization will be based on the need for the information to support Task Force scheduled agenda items. The agency liaisons will bring unresolved data request issues to the executive committee for resolution.

Decision Making Process

7. Decisions will be made by the agreement of a majority of the Task Force voting members. Minority reports may be offered. Any interim understandings reached during discussions will remain tentative until an agreement is reached on all issues under discussion, unless agreed otherwise.