

LEGISLATIVE REGULATION REVIEW COMMITTEE

2013 - 2014 RULES

- (1) The committee shall meet on the fourth Tuesday of each month, except for the month of December when the committee shall meet on the third Tuesday. Special meetings may be called by either of the chairpersons. A regular meeting may be called by either of the chairmen. Any regular meeting may be postponed on agreement of the chairmen.
- (2) At any meeting of the committee, eight members shall constitute a quorum for the transaction of the business before the committee.
- (3) Each member of the committee shall have one vote. Any action by the committee shall require the affirmative vote of the majority of those members present, except, no regulation proposed by an agency shall be disapproved or rejected without prejudice, in whole or in part, except by the affirmative vote of at least eight members of the committee. There shall be no voting by proxy. Committee Votes are not held open.
- (4) A complete record of all meetings through and including the 2/28/2012 meeting of the committee shall be kept on file in the office of the committee. Beginning with the 3/27/2012 meeting all records will be maintained electronically.
- (5) The Chairmen shall act as co-presiding officers at all meetings of the committee when both are present, unless they agree otherwise. If one of the chairmen is absent, the other shall preside, if both are absent, the ranking members shall act as presiding officers pro-tempore, unless they agree otherwise.
- (6) The Chairmen may appoint such subcommittees as they deem necessary to carry on the work of the committee; such subcommittees shall have whatever authority may be delegated to them by the committee, including, but not limited to, reviewing proposed regulations submitted by one or more state agencies.

(7) Submittal of a proposed "permanent" regulation to the standing Legislative Regulation Review Committee as required by Section 4-170(b) of the General Statutes shall be on the first Tuesday of a month. The sixty-five and thirty-five day periods for action by the committee as required by Section 4-170(c) of the General Statutes shall commence on the date of submittal.

(a) Sixty-five day period (1st submittal) i.e. **New** proposed permanent regulations.

(b) Thirty-five day period (2nd submittal) i.e. **Resubmitted** proposed permanent regulations that were Rejected Without Prejudice.

(8) (a) Submittal of a proposed "emergency" regulation to the Standing Legislative Regulation Review Committee shall be in accordance with Section 4-168(b) of the General Statutes.

(b) The committee procedure for a proposed emergency regulation shall be as follows:

(1) Immediately upon receipt, a proposed emergency regulation shall be logged and forwarded to all members. The time period starts the day following receipt by the Office of the Legislative Regulation Review Committee.

(2) Section 4-168(b) of the general statutes states that the Legislative Regulation Review Committee may either approve or disapprove, in whole or in part, an emergency regulation within ten days (excluding Saturdays, Sundays and holidays) prior to the effective date of the proposed regulation at a regular meeting, or may upon the call of either chairs or any 5 or more members hold a special meeting for the purpose of approving or disapproving, in whole or in part, such a proposed regulation.

(3) The failure of the committee to meet to act on a proposed emergency regulation prior to the proposed effective date of said regulation will cause it to be deemed approved. For this reason, and because the rejection of any regulation requires the affirmative vote of at least eight members, a special meeting may be called.

(c) The rules for the call of a committee meeting on a proposed emergency regulation shall be as follows:

- (1) Either chairperson may call a special meeting of the full committee, to approve or disapprove, in whole or in part, the proposed regulation within the ten day period excluding Saturdays, Sundays, and holidays) prior to the proposed effective date of the proposed regulation.
- (2) If five or more members registers concern over the adoption of the proposed emergency regulation with either Chairman, a special meeting to consider the regulation will be called within the ten-day deadline period (excluding Saturdays, Sundays, and holidays).
- (9) For the benefit of Legislators and the public, agendas will be posted on the Legislative Regulation Review Committee website, with both Internet & Intranet access.
- (10) (a) All regulations submitted to the Office of the Legislative Regulation Review Committee shall include a submittal letter summarizing why the regulation is being promulgated and what is included in the regulation and a summary of all public hearings held by the Agency or comments received concerning their proposed regulations.

(b) For each regulation submitted to said office on or after March 7, 2007, the statement of purpose required by section 4-170(b) of the general statutes shall be a detailed, plain language narrative that includes:
 - (1) The purpose of the regulation, including the problems, issues or circumstances that the regulation proposes to address,
 - (2) A summary of the main provisions of the regulation
 - (3) The legal effects of the regulation, including all the ways that the regulation would change existing regulations or other law.

- (11) Requests by an agency for early consideration of a regulation by the committee must be received at least one week before the fourth Tuesday in the month prior to the month the agency wishes the regulation to be considered. If the request is approved, the regulation must be submitted in final form, with the approval of the Attorney general no later than the first Tuesday of the month the regulation is to be considered.
- (12) An agency may withdraw a regulation from consideration by the committee by submitting to the committee, prior to the convening of the meeting at which the committee will consider the regulation, a written notification of withdrawal. A regulation may be withdrawn after the meeting is convened only with the approval of the committee.
- (13) Corrections or substitute pages for a regulation already submitted to the committee must be submitted by the agency at least one week before the date the regulation is to be acted upon by the committee in order to be considered.
- (14) These rules of procedure may be amended by the affirmative vote of not less than eight members of the committee at a meeting duly warned and held for that purpose.

PURPOSE

The Legislative Regulation Review Committee was established to ensure a proper legislative review of proposed agency regulations, because administrative regulations have the force of law, a closer scrutiny and control by the legislative branch is clearly in the public interest to ensure that regulations do not contravene legislative intent.

Committee Rules were first adopted February 15, 1972 and amended on February 15, 1985, January 22, 1991, January 11, 1997, March 26, 2002, January 25, 2005, January 23, 2007, January 19, 2009, November 29, 2011. (Chapter 54 C.G.S.)