

LEGISLATIVE COMMITTEE POLICY AND PROCEDURE

1.0 GENERAL POLICY

1.1 It is the policy of the Association to provide clear and consistent procedure for considering and adopting legislative policy positions. All requests brought forward by individuals, counties, or affiliate organizations which obligate UAC staff to engage in legislative activity must be adopted by the Board, or during the General Session, by the Legislative Committee.

2.0 LEGISLATIVE POLICY POSITION APPROVAL PROCESS

2.1 The UAC Legislative Committee meetings shall be chaired by the UAC President or, when the President is not available, by a member of the Executive Committee designated by the President.

2.2 Legislative policy positions are adopted by the Legislative Committee during the General Session and all elected officials present are entitled to vote.

2.3 The goal of the Legislative Committee shall be to adopt positions by consensus. A vote shall be taken on any legislation that requires action by UAC, but divided positions should be avoided. If there is no consensus on a specific piece of legislation, the Legislative Committee shall take no position and shall reconsider the issue at a later meeting. If circumstances require a position be adopted, then a divided position shall be acceptable.

2.4 The Legislative Committee agenda shall be developed by UAC staff in consultation with the UAC President and the President of each UAC affiliate. The agenda shall be available by 1:00 p.m. each Wednesday of the General Session. The agenda shall identify Action items which require a decision by the Legislative Committee and information items which do not. Recommendations or requests for a change to a previously adopted position shall be considered as Action items.

- 2.5 Items that are not identified on the agenda, shall not be considered Action items, and a position shall not be taken unless there is full consensus on a position, or there are exigent circumstances that require UAC take a position immediately.
- 2.6 Speakers who wish to address a bill shall be invited to speak to the legislation but shall be time limited unless the issue is one requiring action by the Legislative Committee. Members of leadership or the Governor's staff who speak to the group shall be provided appropriate leeway in time limits.
- 2.7 UAC staff may work on policy requests from counties and any UAC affiliate prior to final approval being granted by the Legislative Committee and shall ensure all requests are presented to the Legislative Committee for action as soon as possible.
- 2.8 Regardless of whether the UAC Legislative Committee adopts a position on an action item, each county and each affiliate within UAC retains the right to advocate for their own position.



LEGISLATIVE COORDINATION COMMITTEE POLICY AND PROCEDURE

1.0 GENERAL POLICY

1.1 UAC staff must have the support of a structured process that authorizes the direction staff shall take regarding legislation or legislative policy proposals, allowing for prioritization of all legislative work. All recommendations shall be presented to the Legislative Coordination Committee and shall follow the recommendation process. The Legislative Coordination Committee shall make policy recommendations to the Legislative Committee prior to or during the General Session.

2.0 LEGISLATIVE POLICY RECOMMENDATION PROCESS

2.1 The Legislative Coordination Committee shall consist of members appointed by the President and approved by the Executive Committee. These shall include one chairperson per UAC affiliate or designee of the elected officers; representatives from counties with outside, contract or staff lobbyists appointed by the Association President; and the remaining members shall be elected county attorneys or staff attorneys from counties appointed at-large by the President.

2.2 The Legislative Coordination Committee shall: Represent the Association and all counties collectively during the interim between sessions to the various committees of the Utah State Legislature.

2.2.1 Obtain information and advice concerning pending, proposed, or recommended legislation.

2.2.2 Prepare draft legislation or make amendments to legislation on behalf of the Association or to legislation proposed by other organizations or legislators.

2.2.3 Study issues, conduct research and analyze information that is pertinent to the Association's legislative positions.

2.2.4 Develop recommendations in the form of resolutions and/or position statements to present to the members during the Annual Convention and the Legislative Committee during the General Session.

2.2.5 Annually review existing positions and/or policies and propose necessary revisions, additions or deletions of established policy and positions.

2.2.6 Issue Consideration.

2.3 Officials from member counties may present their positions, recommendations and any other information on legislative issues to the Legislative Coordination Committee.

2.4 Drafted resolutions must go before the Legislative Coordinating Committee for review.

2.5 UAC staff may work on county and affiliate organization policy requests prior to final approval being granted by the Legislative Coordinating Committee, the Board, and the UAC affiliate organizations.

2.6 After review, final policy position recommendations shall be adopted by the Legislative Coordinating Committee by a majority vote of more than half of the votes.

2.7 Final policy position recommendations by the Legislative Coordination Committee must be presented to the Legislative Committee for final approval prior to, or during the General Session.

2.8 Prioritization of recommendations shall be determined by a vote of the Legislative Coordination Committee.