## **Committee Staff**

# House Committee on Business, Labor, Economic and Workforce Development

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# Senate Business, Labor & Technology

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Members of the Legislative Council Staff are nonpartisan staff assigned to each committee of reference. While staff works most closely with the chair, staff also serves the other committee members and the public. The following is a summary of the primary services provided by committee staff.

#### Services Provided to the Chairman

- Assist with calendaring of bills and notifying the bill sponsors;
- · Monitor committee workload and maintain committee status sheet;
- Prepare committee reports for chairman's signature:
- · Coordinate oversight hearings;
- Monitor conflicting amendments and other potential technical errors in bills and amendments;
- Notify chairman of statutory, sunset, oversight, advisory reporting requirements; and
- Keep original bill for delivery to the House Chief Clerk or Senate Secretary with the committee report.

## **Services Provided to All Committee Members**

- Distribute amendments and fiscal notes;
- Provide research memos; and
- Maintain records of committee activities.

#### Services Provided to the Committee and the Public

- Provide committee meeting summaries;
- Explain legislative policies and procedures; and
- Respond to questions concerning scheduled meetings and recent committee activity.