

Legislative Council

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LEGISLATIVE COUNCIL RESOLUTION 25-02

(June 25, 2025)

A RESOLUTION of the LEGISLATIVE COUNCIL governing the conduct of committees:

Whereas, among the powers granted to the Legislative Council, IC 2-5-1.1 authorizes the Legislative Council to:

- (1) on its own initiative or at the direction of the General Assembly or of the Senate or House of Representatives, study subjects of interest and concern, and based on such study, recommend such legislation as the welfare of the state may require;*
- (2) direct standing committees of the Senate or House of Representatives, or appoint committees and subcommittees subject to the authority of the Council, to carry out studies on subjects of interest and concern;*
- (3) receive appropriations and make allocations for the reasonable and necessary expenditures of the Council and the standing and interim committees of the House of Representatives, Senate, and General Assembly;*
- (4) enter into whatever contracts or other arrangements deemed by it to be necessary or appropriate to exercising its rights, privileges, and powers and performing its duties under IC 2-5-1.1 and IC 2-6-1.5 and to carrying out the intent, purposes, and provisions of IC 2-5-1.1 and IC 2-6-1.5;*
- (5) coordinate and assist the work of standing or interim committees, subcommittees, or commissions appointed by the Council or at the direction of the General Assembly or of the Senate or House of Representatives; and*
- (6) do all other things necessary and proper to perform the functions of the legislative department of government and to carry out the intent, purposes, and provisions of IC 2-5-1.1;*

Whereas, IC 2-5-1.2 and IC 2-5-1.3 grant additional authority over committees to the Legislative Council; and

Whereas, the establishment of policies to govern the conduct of committees will carry out the intent, purposes, and provisions of IC 2-5-1.1, IC 2-5-1.2, and IC 2-5-1.3 and facilitate the work of committees and the General Assembly: Therefore,

Be it Resolved by the Indiana Legislative Council:

SECTION 1. DEFINITION. For the purposes of this Resolution, "committee" refers to a body that is a committee (as defined in IC 2-5-1.2-4) or is a task force, a commission, a committee or another body (however designated) that has been established by the Legislative Council or statute and:

- (1) is required by law to be staffed by the Legislative Services Agency or to operate under procedures or policies established by the Legislative Council;
- (2) whose chair by law must be selected by the Chair of the Legislative Council, the Speaker of the House, or the President Pro Tempore of the Senate; or
- (3) has members of the General Assembly serving as at least one-half (1/2) of its voting membership.

The term does not include the Legislative Council, the Bail and Release Review Commission, the Budget Committee, the Commission on Improving the Status of Children in Indiana, the Compliance Advisory Panel, the Youth Advisory Council, or the Indiana Uniform Law Commission.

SECTION 2. APPLICATION AND INTERPRETATION OF RESOLUTION. (a) Committees (including any subcommittees or working groups established for a committee) are under the jurisdiction of the Legislative Council. The Legislative Services Agency shall provide staff support to those committees as directed by the Legislative Council or the Personnel Subcommittee of the Legislative Council acting on behalf of the Legislative Council.

(b) In the event of a conflict between a statute governing a committee and a provision of this Resolution, the statute shall be treated as a non-binding directive and this Resolution prevails. If the statute in question is silent with regard to a provision of this Resolution, this Resolution prevails. If there is a conflict between IC 2-5-1.2 or IC 2-5-1.3 and another statute, IC 2-5-1.2 and IC 2-5-1.3 prevail.

SECTION 3. TERMS OF APPOINTMENT FOR CERTAIN COMMITTEE CHAIRS. This SECTION applies to committees established by IC 2-5-1.3-3 and IC 2-5-1.3-14. The appointment of a chair of a committee expires on December 31 of the year in which the chair is appointed unless otherwise authorized in writing by the Chair and Vice-Chair of the Legislative Council.

SECTION 4. FUNDING FOR COMMITTEES. (a) The budget of a committee is thirteen thousand five hundred dollars (\$13,500), unless a greater amount is authorized in writing by the Chair and Vice-Chair of the Legislative Council or is needed as permitted under subsection (b) or (g).

(b) Notwithstanding subsection (a), the budget of the Legislative Council and any committee consisting of at least sixteen (16) members is seventeen thousand five hundred dollars (\$17,500), with the following exceptions:

(1) The Chair and Vice-Chair of the Legislative Council may authorize a greater amount in writing for any committee.

(2) To pay per diem and mileage expenses incurred to conduct the number of meetings authorized by this Resolution, as provided in subsection (g).

(c) Payments for the following are chargeable against the budgets of committees:

(1) Payment of per diem, mileage, or travel allowances as permitted by this Resolution.

(2) Payment of per diem, mileage, and travel allowances to Legislative Services Agency committee staff when a committee meets outside Indianapolis.

(3) Payment of any expert witness or outside staff compensation or expenses approved under SECTION 11 of this Resolution.

(4) Payment for any special materials or publications purchased specifically for use by a committee.

(5) If approved by the Chair and Vice-Chair of the Legislative Council, payments for other necessary expenses of a committee.

(d) Except as provided in subsection (e), the budget of a committee takes effect on adoption of this Resolution and expires on November 1, 2025.

(e) The Chair and Vice-Chair of the Legislative Council at any time may extend in writing the time during which the budget of a subcommittee is effective to a date after October 31, 2025, and before July 1, 2026. The budgets of the Legislative Council, a subcommittee of the Legislative Council, and the Code Revision Commission expire July 1, 2026.

(f) The Legislative Council is committed to limiting committee spending to the budgeted amounts specified in subsections (a) and (b) above and authorization for greater amounts will only be approved in extraordinary circumstances. Extraordinary circumstances include the assignment of a significant number of complex topics to the committee or a requirement imposed by statute to conduct hearings outside the State House.

(g) If an amount greater than the budgeted amounts specified in subsections (a) and (b) is necessary to pay the per diem and mileage for members to attend the number of meetings authorized for the committee in SECTION 8 of this Resolution, the budget of that committee is increased, as needed, to pay the actual per diem and mileage incurred for members to attend the authorized meetings of the committee and its subcommittees. If the Chair and Vice-Chair of the Legislative Council authorize a greater number of meetings than the number specified in SECTION 8 of this Resolution, the budget of the committee is increased only as authorized in writing by the Chair and Vice-Chair of the Legislative Council.

SECTION 5. PER DIEM AND MILEAGE AUTHORIZATION. (a) HEA 1001 (2025) establishing appropriations for state fiscal years beginning after June 30, 2025, and ending before July 1, 2027, authorizes the Legislative Services Agency to pay per diem and mileage or travel allowances, in the amounts provided by law, to the following:

- (1) Any member of the General Assembly who is appointed by the Governor, Speaker of the House, President or President Pro Tempore of the Senate, House or Senate Minority Floor Leader, or Legislative Council, to serve on any research, study, or survey committee or commission and who attends a meeting of that body.
- (2) Any member of the General Assembly who attends any meetings authorized or convened under the auspices of the Legislative Council, including pre-session conferences and federal-state relations conferences.
- (3) Any member of the General Assembly who attends an out-of-state meeting as authorized by the Speaker of the House of Representatives or the President Pro Tempore of the Senate, as the case may be.
- (4) Any person who is not a member of the General Assembly, but who is appointed by the Governor, Speaker of the House of Representatives, President or President Pro Tempore of the Senate, House or Senate Minority Leader, or Legislative Council to serve on any committee under the jurisdiction of the Legislative Council and who attends a meeting of that committee.

The authorization described in this SECTION includes authority to pay per diem and mileage or travel allowances, in the amounts provided by law, to any member of a committee attending a meeting of a subcommittee authorized as provided in SECTION 7 of this Resolution or any legislative member of a committee attending a meeting of a working group authorized under SECTION 7 of this Resolution.

(b) A member of the General Assembly who participates virtually by an electronic means of communication in a meeting described in subsection (a) is not entitled to per diem, mileage, or travel allowance.

(c) The in-state meeting per diem amount for each lay member of a committee who is not a member of the General Assembly, is not a state employee, or an employee of a political subdivision is seventy-five dollars (\$75), regardless of who appointed the lay member.

(d) In addition to per diem and mileage permitted under subsection (a), a lay member of a committee may request lodging reimbursement not to exceed a total of one hundred thirty-three dollars (\$133) per night (excluding applicable taxes and as adjusted) for in-state committee meetings held outside of Marion County. However, the limitation in this subsection prohibiting reimbursement for lodging when meetings are held in Marion County does not apply to a lay member of the commission established by IC 2-7-1.6-1 who resides more than one hundred (100) miles from the location of a meeting held in Marion County.

SECTION 6. LAY MEMBER APPOINTMENTS. This SECTION applies to committees that are established by IC 2-5-1.3 and assigned responsibilities by law a Resolution adopted by the Legislative Council, or the Personnel Subcommittee of the Legislative Council. The following committees, if assigned study topics in in 2025 have the following lay members:

(1) INTERIM STUDY COMMITTEE ON CHILD SERVICES.

- (A) Two (2) individuals who are not members of the General Assembly, appointed by the President Pro Tempore of the Senate.
- (B) Two (2) individuals who are not members of the General Assembly, appointed by the Speaker of the House of Representatives.
- (C) A juvenile court judge appointed by the Chief Justice of the Supreme Court.
- (D) One (1) individual appointed by the Governor.

(2) INTERIM STUDY COMMITTEE ON CORRECTIONS & CRIMINAL CODE.

- (A) Four (4) lay members appointed under IC 2-5-1.3-6(b).
- (B) An additional two (2) lay members appointed under IC 2-5-1.3-6(c) by the Chair of the Legislative Council, with the advice of the Vice-Chair of the Legislative Council.
- (C) The appointing authorities shall provide for the appointment of lay members under clauses (A) and (B) with the following experience or training:
 - (i) One (1) lay member who is a circuit or superior court judge who exercises criminal or juvenile jurisdiction.
 - (ii) One (1) lay member who is a public defender.
 - (iii) One (1) lay member who is a prosecuting attorney.
 - (iv) One (1) lay member who is a probation officer.
 - (v) One (1) lay member who is an employee of the department of correction.
 - (vi) One (1) lay member who has experience in administering a community corrections program and is not an employee of the department of correction.

(3) INTERIM STUDY COMMITTEE ON COURTS & THE JUDICIARY.

- (A) Four (4) lay members appointed under IC 2-5-1.3-6(b).
- (B) One (1) additional lay member appointed under IC 2-5-1.3-6(c) by the Chair of the Legislative Council, with the advice of the Vice-Chair of the Legislative Council.
- (C) The appointing authorities shall provide for the appointment of lay members under clauses (A) and (B) with the following experience or training:
 - (i) The Chief Justice of the Supreme Court or a representative designated by the Chief Justice.
 - (ii) One (1) lay member who is a sitting judge.
 - (iii) One (1) lay member who is a county commissioner.
 - (iv) One (1) lay member who is a member of a county council.
 - (v) One (1) lay member who is a circuit court clerk.

(4) INTERIM STUDY COMMITTEE ON PENSION MANAGEMENT OVERSIGHT.

- (A) Four (4) lay members appointed under IC 2-5-1.3-6(b) who are experts in the areas of finance, investments, or pension fund management.

(5) INTERIM STUDY COMMITTEE ON PUBLIC HEALTH, BEHAVIORAL HEALTH, & HUMAN SERVICES.

- (A) Four (4) lay members appointed under IC 2-5-1.3-6(b) with experience or training in public health, behavioral health, or human services.

Lay members appointed under this SECTION are voting members of the committee to which they are appointed.

SECTION 7. LIMITATIONS ON SUBCOMMITTEES AND WORKING GROUPS. (a) As used in this SECTION, "subcommittee" refers to any entity consisting of a subset of members of a committee.

(b) The chair of a committee may establish not more than two (2) subcommittees in an interim. A subcommittee may not have a member who is not a member of the committee establishing the subcommittee, unless the subcommittee is a subcommittee of the Legislative Council or a majority of the members of the Personnel Subcommittee of the Legislative Council approve in writing the appointment of additional lay members to the subcommittee. The total number of members on a subcommittee may not exceed one-half (1/2) of the members of the committee that established the subcommittee. A lay member on a subcommittee who is not a member of the full committee establishing the subcommittee is a non-voting member of the subcommittee, may participate only in the meetings or presentations of the subcommittee, and is not a voting member of the full committee. If a subcommittee is authorized, the chair of a subcommittee must be a legislator member of the committee that established the subcommittee.

(c) The jurisdiction of a subcommittee is limited to the study topics and other responsibilities assigned to the full committee or the subcommittee under Legislative Council Resolution 25-01, including study topics and responsibilities subsequently approved in writing by a majority of the members of the Personnel Subcommittee of the Legislative Council. No official action shall be taken by a subcommittee but the subcommittee may direct a report of its activities only to the full committee. The report may include requests that the committee consider a proposal of the subcommittee.

(d) The expenses of a subcommittee, including per diem, mileage, and travel allowances payable under IC 2-5-1.2-11, shall be paid from money authorized by the Legislative Council for operation of the committee. The amount authorized by the Legislative Council for expenditures of a committee may not be increased to pay for the operation of a subcommittee.

(e) In addition to any subcommittees authorized by IC 2-5-1.3-12, another statute, or the Legislative Council, a chair of a committee may establish informal working groups made up of committee members or other individuals selected by the chair so long as the working groups operate as follows:

- (1) No official action will be taken by a working group but the working group may direct a report that describes its activities only to the full committee.
- (2) A report of a working group may include requests that the full committee consider a proposal described in the report.
- (3) The Legislative Services Agency will not staff or take minutes during a working group meeting.
- (4) A lay member of a committee is not entitled to a per diem or any expense reimbursement for activities related to the working group.
- (5) A legislative member of a committee may direct a request to the Senate or House of Representatives, in accordance with the chamber's internal procedures, to receive a per diem and other expense reimbursement for activities related to the working group. The member is not otherwise entitled to per diem or other expenses related to the working group.
- (6) Jurisdiction of a working group is limited to the study topics and other responsibilities assigned to the full committee under Legislative Council Resolution 25-01, including study topics and responsibilities subsequently approved in writing by the Chair and Vice-Chair of the Legislative Council.

SECTION 8. LIMITATIONS ON MEETINGS. (a) A committee may not hold more than three (3) meetings in an interim with the following exception:

- (1) A committee may hold a greater number of meetings than specified in this Resolution if approved in writing by the Chair and Vice-Chair of the Legislative Council.

(b) A committee with subcommittees may hold an aggregate total of not more than two (2) subcommittee and working group meetings that do not count against the meeting limitations in subsection (a), unless the Chair and Vice-Chair of the Legislative Council approve in writing a greater number of subcommittee and working group meetings.

SECTION 9. COMMITTEE MEETING DEADLINE. (a) This subsection does not apply to the following:

- (1) The Legislative Council.
- (2) A subcommittee of the Legislative Council.
- (3) A committee created by statute or resolution of the Legislative Council, if that statute or resolution specifically requires or permits meetings during other times of the year or over multiple years. A statutory provision stating that a committee shall meet upon the call of the chair of the committee is not specific authority for meetings after October 31, 2025.

Per diem and mileage or travel allowances may be paid for attendance at a meeting of a committee or subcommittee only if the meeting is held before November 1, 2025, or the meeting has the prior written approval of the Chair and Vice-Chair of the Legislative Council.

(b) This subsection applies to a committee or subcommittee for which authority or approval to meet after Organization Day is given. The Executive Director of the Legislative Services Agency may withdraw staff support from committees (including subcommittees)

that propose to meet after Organization Day for the 2026 Regular Session, if, in the Executive Director's opinion, staff resources cannot reasonably be diverted from legislative session work.

SECTION 10. LOCATION OF COMMITTEE MEETINGS HELD OUTSIDE OF THE STATE HOUSE. (a) This SECTION does not apply to any part of a meeting that consists of an on-site inspection of a project or program.

(b) A committee meeting or meeting of a subcommittee or working group of a committee that is to be held at a site other than the State House must be pre-approved by the Chair and Vice-Chair of the Legislative Council. The chair of the committee shall select a site:

- (1) that accommodates the needs of individuals with disabilities; and
- (2) from which meetings may be web cast on the legislative web site using available equipment and internet connections that meet the legislature's technical requirements.

SECTION 11. EXPERT WITNESS COMPENSATION. (a) If a committee or subcommittee or working group of a committee wishes to compensate an expert witness or outside staff for services, the chair of the committee must obtain the prior written approval of the Chair and Vice-Chair of the Legislative Council.

(b) Requests for expert witness or outside staff compensation must be submitted to the Chair and Vice-Chair of the Legislative Council in writing, and must indicate the amount of compensation, honorarium (if any), and estimated amount of expense reimbursement (travel and lodging) that is desired. Once approved, the compensation, honorarium (if any), and reimbursement shall be paid from funds appropriated to the Legislative Council and the Legislative Services Agency and allocated to that committee, unless a committee has its own appropriation.

SECTION 12. ISSUANCE OF SUBPOENA. Committees and subcommittees and working groups of committees do not have the power to subpoena or otherwise compel the production of testimony or documents except to the extent such power is specifically granted by the Legislative Council under IC 2-5-1.1.

SECTION 13. TAKING FINAL ACTION BY COMMITTEES. (a) Unless there are specific contrary provisions in a statute, a committee may not recommend a bill draft, a final report, or take other final action, unless that draft, report, or another final action has been approved by a majority of the voting members appointed to serve on that committee. A subcommittee or working group of a committee may not recommend a bill draft, a final report, or take another final action except to recommend to the committee establishing the subcommittee or working group that the committee adopt the subcommittee's or working group's proposal. The recommendation of a subcommittee or working group to a committee must be approved by a majority of the voting members appointed to serve on the subcommittee or working group. All such votes of a committee, subcommittee, or working group must be taken at a public meeting and shall be recorded in the report of the committee, subcommittee, or working group.

(b) A member of a committee, subcommittee, or working group must be present at a meeting of the committee, subcommittee, or working group to cast a vote. Proxy votes are never in order at a committee, subcommittee, or working group meeting.

(c) Absence from one (1) or more meetings does not disqualify a member of a committee or subcommittee or working group of a committee from casting votes at a subsequent meeting.

SECTION 14. COMMITTEE REPORTS; DEADLINES. (a) Each committee shall submit a final report to the Legislative Council within ten (10) working days after the final meeting of the committee. The report must be submitted in an electronic format under IC 5-14-6. However, the Chair and Vice-Chair of the Legislative Council may jointly extend the due date for a committee's final report beyond the ten (10) day period. The final report shall set forth, in separate sections, background information, the committee's findings, and the committee's recommendations concerning the topics identified in the committee's work program.

(b) This subsection applies only to a committee or other entity that is not a committee. An entity to which study topics have been referred by the Legislative Council is requested to submit a final report at such time and contain such information as the Legislative Council directs. These entities are requested to report their findings and recommendations on those topics to the Legislative Council in an electronic format under IC 5-14-6 within ten (10) working days after their final meeting for the interim.

(c) Requests for any minority reports on study topics assigned by the Legislative Council must follow the procedures outlined in SECTION 16 of this Resolution.

SECTION 15. COMMITTEE POLICY RECOMMENDATIONS. A committee may not direct a public policy recommendation (except in its final report) to any public or private entity (except the Indiana House of Representatives, the Indiana Senate, or the Legislative Council) unless that committee has first obtained the written approval of the Personnel Subcommittee of the Legislative Council to do so.

SECTION 16. COMMITTEE MINORITY REPORTS. (a) Staff of the Legislative Services Agency may not prepare a "minority report" for members of a committee unless at least four (4) legislator members of that committee jointly make such a request in writing to the Executive Director of the Legislative Services Agency. The request must be made not later than five (5) working days after adoption of a final report, and the minority report must be completed not later than the ten (10) working days after the date the request is made. Not more than one (1) minority report may be prepared for any committee.

(b) Staff of the Legislative Services Agency may not prepare a "minority report" for members of a subcommittee or working group.

SECTION 17. DURATION OF THIS RESOLUTION. (a) This Resolution takes effect upon adoption by the Legislative Council.

(b) This Resolution, as amended from time to time, remains in force until specifically repealed or superseded.

(c) This Resolution supersedes Legislative Council Resolution 24-02.