



Legislative Services Office

Idaho State Legislature

Eric Milstead
Director

Serving Idaho's Citizen Legislature

December 20, 2020

MEMORANDUM

To: Agency Directors, Institution Executives, and Fiscal Officers

From: Paul Headlee, Manager
Division of Budget & Policy Analysis
Legislative Services Office

Subject: Revised JFAC Budget Hearing Schedule v2 and Hearing Orientation Details

This is a follow-up to the November 23 memorandum regarding the JFAC budget hearing schedule and hearing instructions for the 2021 session. Included on page 2 are details for an orientation on Tuesday, December 29 that I encourage you to either view via IPTV or participate in via Zoom.

Revised Budget Hearing Schedule:

The following adjustments were made to the initial schedule:

- Some adjustments to the presentations on January 12 and 13,
- The CAT Fund hearing has been moved from February 15 to February 4,
- A reordering of some hearings on January 25, and
- The Community College Presidents have been added to January 27.

All other agency hearings remain unchanged. This revised schedule (version 2) is attached and will be posted to the LSO website at <https://legislature.idaho.gov/lso/bpa/process/>

Modifications to the JFAC Committee Room

Due to COVID-19 there will be some modifications to the JFAC committee room to allow for social distancing for JFAC members, staff, and agency personnel. These will include:

- Moving the audience benches out to allow room for eight temporary JFAC member desks,
- LSO staff, the agency presenter, and DFM will have the option to participate in-person or via Zoom,
- If presenting in-person, the agency director will be allowed one additional staff member with them in the room and as many as practicable participating via Zoom, and
- Space will be very limited for everyone else, including the public and the media.

Kristen Ford, Manager
Research & Legislation

Paul Headlee, Manager
Budget & Policy Analysis

April Renfro, Manager
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Glenn Harris, Manager
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JFAC Budget Hearing Process Orientation

I will be providing an orientation to the budget hearing process in C310 (JFAC Committee Room) from 2:00 p.m. to 4:00 p.m. on **Tuesday December 29**. There will be limited seating in the JFAC room for no more than a total of 15 individuals to attend in-person. Therefore, the orientation will be streamed live by IPTV at <http://idahoptv.org/insession/leg.cfm> for those who would like to watch and via Zoom for those who would like to participate and ask questions. The Zoom link for Tuesday, December 29 is:

<https://us02web.zoom.us/j/82648844554?pwd=V3AwWGcySEpKK2MySVJpVXM1WGdRdz09>

The attached budget hearing process guide will be used for the orientation and for hearings. JFAC will follow last session's format, where the LSO analyst will display the budget hearing packet on the screen and yield to the agency director or agency presenter to discuss specific items. This session there may be any combination of the LSO analyst, agency presenter, DFM staff, and JFAC members participating in-person or via Zoom. A Zoom link will be provided to each agency by your LSO analyst prior to the hearing.

Please feel free to contact me or your LSO analyst with questions on how to best prepare for your hearing. I will keep you informed of any changes that may affect this process and I hope that you can participate on December 29. Thank you.

cc: JFAC Members

Alex Adams, DFM