

**Interim Rules Review Committee
Recommended Rules Presentation Format**

When you submit the final draft to the Legislative Research Council (LRC) and the Rules Review Committee, please answer these questions to show that the SDCL § 1-26 rule-making process is complete. Use this format to organize your presentation to the Committee.

- Approval to proceed? Yes No Date August 24, 2018
- The date of your public hearing. Date October 25, 2018
- The date you submitted the proposed rules and the supporting documents to LRC and the Bureau of Finance and Management: Date September 25, 2018 (Note - This must be completed *at least 20 days* before your public hearing.)
 - any publication incorporated by reference;
 - the fiscal note;
 - the impact statement on small business; and
 - the notice of hearing.
- The date and the name of the newspapers where you published the notice of the public hearing.
 - Date 9/28/2018 Newspaper Sioux Falls Argus Leader
 - Date 9/28/2018 Newspaper Yankton Daily Press and Dakotan
 - Date 10/3/2018 Newspaper Tyndall Tribune and Register
 - Date 9/28/2018 Newspaper Pierre Capital Journal
- Summarize how and when interested persons, if any, were contacted and how many were contacted. **On September 25, 2018, copies of the hearing notice and proposed rule were sent to the fourteen individuals who have requested mail notification of rule-making by the commission. On the same date, electronic copies of the hearing notice and proposed rule were sent to the individual who petitioned for the rule change and to a member of the press who has requested electronic notification of rule-making. Also on September 25, 2018, copies of the hearing notice and proposed rule were mailed to the Sheriff of Bon Homme County, the Chairman of the Board of Trustees of Tabor, and the finance officer for Tabor. The hearing notice, proposed rule, small business impact statement, and fiscal notes were also posted on the Open SD website for the State of South Dakota.**
- Provide the page numbers in the minutes where it mentions how the agency considered amendments, data, opinions, or arguments regarding the proposed rules, along with any changes and final action. _____
- If the rules are implementing a bill from last session, identify the bill number. N/A
- The date you submitted the final rules and supporting documents to the LRC and the Rules Review Committee: Date _____ (Note - This must be received *no later than 5 days* before the Rules Review Committee meeting.)
 - the "Approval of Rules" - Form 11 (LRC only);
 - the style and form copy (LRC only);
 - the "Affidavit" of mailing - Form 12 (LRC only);

- the final copy of the rules (Both);
- the minutes of the hearing (Both);
- the record of written comments (Both);
- the impact statement on small business – Form 14 (Committee only);
- the fiscal note – Form 5 (Committee only);
- the budgetary information required to increase a fee (Committee only); and
- the rules process outline (Both).