



## **PREVAILING WAGE ADVISORY COMMITTEE (PWAC)**

### Background, Purpose and Operating Policies of the Advisory Committee

The Prevailing Wage Advisory Committee was established in 1995 by the Legislature. (ORS 279C.820) The stated purpose of the committee is to assist the Commissioner of the Bureau of Labor and Industries in the administration of ORS 279C.800 to 279C.870 (the Prevailing Wage Rate law).

The following operating policies of the advisory committee have been adopted:

#### **I. Advisory Committee Operating Policies**

- a. The Advisory Committee will meet at the discretion of the Wage and Hour Division Administrator to consider issues related to ORS 279C.800 to 279C.870 that are presented to the Agency by advocates, stakeholders, employers, business organizations, and the public, or issues raised by the Commissioner.
- b. The Commissioner and Wage and Hour Division Administrator may ask the Advisory Committee to consider policies, possible amendments or additions to administrative rules or to the PWR law as deemed helpful or necessary to achieve compliance with the law.
- c. Upon the request of the Commissioner or Wage and Hour Division Administrator, after considering an issue presented, the Committee will make a recommendation for consideration.

#### **II. Committee Membership**

- a. As required by ORS 279C.820, the Advisory Committee will include equal representation of members from management and labor in the building and construction industry who perform work on public works contracts. Additional "interested parties" may be appointed to the committee at the discretion of the Commissioner and Wage and Hour Division Administrator.
- b. Members will be appointed by the Commissioner for two-year terms. Members may be reappointed once upon expiration of their terms.

### **III. Committee Organization**

- a. A quorum will be comprised of a simple majority of members appointed to the Committee. In the absence of a quorum, the Committee may convene as a subcommittee for the purposes of taking public testimony.
- b. With advance written notice to the Commissioner, a Committee member may designate a stand-in if they are unable to attend a particular meeting. Stand-ins will not be allowed to vote on issues and will not be counted toward a quorum of the Committee. Stand-ins will be allowed to participate fully in the Committee discussion and all other proceedings on behalf of the member who designated the stand-in.
- c. Minutes of all meetings of the Committee will include:
  - i. Attendance of members and staff;
  - ii. Names, affiliations and any written testimony of witnesses;
  - iii. All motions and their disposition;
  - iv. Recorded votes on all official actions; and
  - v. Any announcements of conflicts of interest.

A written record of minutes will be prepared by Bureau of Labor and Industries staff. Minutes will be available to the public within a reasonable time after a meeting.

- d. All meetings of the Advisory Committee will be open to the public except as provided by the Oregon Public Meetings Law.

### **IV. Recommendations of the Committee**

- a. Recommendations of the Committee will be made by a simple majority vote of those present.
- b. A dissenting opinion may also be submitted to the Commissioner at the discretion of individual members. Members intending to submit dissenting opinions must notify the Committee after the vote and before adjournment of the meeting in which the dissenting vote was cast.