Adopt Plc 214 to read as follows:

PART Plc 214 SUBCOMMITTEES

Plc 214.01 Purpose and Applicability, Definition.

(a) The purpose of this part is to establish uniform procedures governing the establishment, administration, and operation of subcommittees pursuant to RSA 310:2, IV.

(b) This part shall apply to every board, commission, or council administered by the office listed in RSA 310:2,II.

(c) "Subcommittee" means a committee established by a board in accordance with these rules to review matters assigned by a board and make recommendations to the board.

Plc 214.02 Establishment of Subcommittees.

(a) Subject to the approval of the executive director, a board may establish one or more subcommittee(s).

(b) A board requesting approval of a subcommittee shall submit a written request to the executive director specifying:

(1) The purpose of the subcommittee;

(2) The subject matter to be reviewed; and

(3) The anticipated duration of the subcommittee.

(c) Upon approval, the executive director shall determine:

(1) The composition of the subcommittee;

(2) The duration of the subcommittee;

(3) The frequency of meetings; and

(4) Such other logistics, and resources to be used for the subcommittee.

(d) The executive director may modify, change, or extend any of the determinations in (c) above based on, board needs and available resources.

Plc 214.03 Membership.

(a) The executive director shall appoint the members of each subcommittee.

(b) Membership may include:

(1) Board members; and

(2) Other individuals the executive director deems appropriate.

(c) The executive director shall have the discretion to remove any member from the subcommittee to accomplish the purpose of the subcommittee.

Plc 214.04 Duties and Authority.

(a) A subcommittee shall review and make recommendations regarding only those matters assigned to it by the board pursuant to the board's statutory authority.

(b) A subcommittee may gather information, review records, deliberate, and formulate recommendations.

(c) A subcommittee shall report its recommendations to the board for consideration by the expiration of the duration established by the executive director.

(d) Unless expressly authorized by statute and delegated by the board or executive director as the case may be, a subcommittee shall not:

(1) Take final action on behalf of the board;

(2) Adopt administrative rules;

(3) Issue, deny, suspend, revoke, condition, or otherwise take final action on a license, permit, registration, or certification;

(4) Enter into settlement agreements; or

(5) Adjudicate licensing or disciplinary matters.

Plc 214.05 Meetings.

(a) Meetings of a subcommittee shall be conducted in accordance with RSA 91-A, RSA 310:5, and Plc administrative rules, as applicable.

(b) The office shall provide notice of meetings and maintain meeting records as required by law.

Plc 214.06 Recommendations.

(a) Recommendations of the subcommittee shall be advisory only.

(b) No recommendation shall constitute action of the board unless adopted by the board at a meeting conducted in accordance with applicable law.

(c) The board may adopt, reject, modify, or refer a recommendation back to the subcommittee for further consideration.

Plc 214.07 Termination.

(a) A subcommittee shall terminate upon:

(1) Completion of the assigned review and recommendation;

(2) Expiration of the duration established by the executive director; or

(3) Dissolution by the executive director.

(b) Dissolution of a subcommittee shall not preclude the approval of a subsequent subcommittee for the same or similar purpose.

Plc 214.08 Mileage and Per Diem Administrative Rule Plc 1003 or its successor shall govern per diem compensation and reimbursable expenses.

APPENDIX A: State Statute(s) Implemented

Rule	**State Statute(s) Implemented**
Plc 214.01	RSA 310:2, IV
Plc 214.02	RSA 310:2, IV
Plc 214.03	RSA 310:2, IV
Plc 214.04	RSA 310:2, IV
Plc 214.05	RSA 310:2, IV
Plc 214.06	RSA 310:2, IV
Plc 214.07	RSA 310:2, IV
Plc 214.08	RSA 310:2, IV