SUNSET REVIEW PROCESS TIMELINE

Agenda Item: 3e Meeting Date: 6/6/25

Every four years, the Respiratory Care Board (RCB) undergoes sunset review by the Legislature through joint oversight hearings held by the Assembly Business and Professions Committee and the Senate Business, Professions, and Economic Development Committee.

This process evaluates the RCB's performance, and provides an opportunity for the Legislature, the Department of Consumer Affairs, the Board, and stakeholders to identify strengths and areas for improvement.

Draft Report

Begin drafting the report.

Review the previous sunset report for any unresolved issues that need attention.

Template Received

Receive the template report from legislative staff.

Fiscal Year Ends

End of Fiscal Year 2024/2025.

Compilation of Data and Information

Compile fiscal year data and budget information.

Contact DCA Digital Print Services to schedule printing of the final report.

Data Review

Review and verify the data in the report for consistency with published figures.

printing of the final report. Begin finalizing the report.

Board Approval

Prepare the final report for review at the Board meeting. The Board will review and approve the final report.

Draft Submission

Deadline to send the draft report to publications.

Final Submission

Submit the final report to the Legislature – Senate & Assembly B&P Committees.

Post the report on the website and distribute it to all stakeholders.

Jan-Apr 25

May - Jun 25

Jul 25

Aug 25

Sept 25

Oct 25

Nov 25

Dec 25

Prepare Response Early April: Prepare a

Early April: Prepare a written response to all issues identified in the background paper.

Submit Response

Mid-April: Submit formal written responses to the committee, 30 days after the hearing.

Public Posting

Post written responses and send them to stakeholders.

Policy Amendments

Sunset bills may be amended to include policy changes.

Legislation Negotiation

Negotiate on the legislation (if applicable).

Bills Passed

Sunset extension bills passed and signed into law.

Sunset Extended

Sunset date extended.

Bills Introduced

Sunset extension bills are introduced.

Consider meeting with the committee chair and consulting with Board leadership.

Hearings Begin

Sunset Review Hearings take place.

Legislative staff will provide a background paper identifying issues for fact-checking and review 10–14 days before the hearing.