

HOUSE RESOLUTION NO. 2015-4600, by Representatives Sullivan and Kretz

1 BE IT RESOLVED, That no later than Friday, January 30, 2015, the
2 nineteenth legislative day, the House of Representatives shall meet
3 to consider adoption of permanent House Rules for the Sixty-Fourth
4 Legislature; and
5 BE IT FURTHER RESOLVED, That temporary House Rules for the Sixty-
6 Fourth Legislature be adopted as follows:

7 TEMPORARY RULES OF THE HOUSE OF REPRESENTATIVES
8 SIXTY-FOURTH LEGISLATURE 2015-2016

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17 **Definitions**

18 **Rule 1.** "Absent" means an unexcused failure to attend.

19 "Term" means the two-year term during which the members as a body
20 may act.

21 "Session" means a constitutional gathering of the house in
22 accordance with Article 2 § 12 of the state Constitution.

23 "Committee" means any standing, conference, joint, or select
24 committee as so designated by rule or resolution, and also means any
25 standing committee subcommittee.

26 "Fiscal committee" means the appropriations, capital budget,
27 finance, general government & information technology, and
28 transportation committees.

29 "Bill" means bill, joint memorial, joint resolution, or
30 concurrent resolution unless the context indicates otherwise.

31 **Chief Clerk to Call to Order**

32 **Rule 2.** It shall be the duty of the chief clerk of the previous
33 term to call the house to order and to conduct the proceedings until
34 a speaker is chosen.

35 **Election of Officers**

36 **Rule 3.** The house shall elect the following officers at the
37 commencement of each term: Its presiding officer, who shall be styled
38 speaker of the house; a speaker pro tempore, who shall serve in
39 absence or in case of the inability of the speaker; a deputy speaker
40 pro tempore, who shall serve in absence or in case of the inability
41 of the speaker and speaker pro tempore; and a chief clerk of the
42 house. Such officers shall hold office during all sessions until the
43 convening of the succeeding term: PROVIDED, HOWEVER, That any of
44 these offices may be declared vacant by the vote of a constitutional
45 majority of the house, the members voting viva voce and their votes

1 shall be entered on the journal. If any office is declared vacant,
2 the house shall fill such vacant office as hereinafter provided. In
3 all elections by the house a constitutional majority shall be
4 required, the members shall vote viva voce and their votes shall be
5 entered on the journal. (Art. II § 27)

6 **Powers and Duties of the Speaker**

7 **Rule 4.** The speaker shall have the following powers and duties:

8 (A) The speaker shall take the chair and call the house to order
9 precisely at the hour appointed for meeting and if a quorum be
10 present, shall cause the journal of the preceding day to be read and
11 shall proceed with the order of business.

12 (B) The speaker shall preserve order and decorum, and in case of
13 any disturbance or disorderly conduct within the chamber or
14 legislative area, shall order the sergeant at arms to suppress the
15 same and may order the sergeant at arms to remove any person creating
16 any disturbance within the house chamber or legislative area.

17 (C) The speaker may speak to points of order in preference to
18 other members, arising from the seat for that purpose, and shall
19 decide all questions of order subject to an appeal to the house by
20 any member, on which appeal no member shall speak more than once
21 without leave of the house.

22 (D) The speaker shall sign all bills in open session. (Art. II §
23 32)

24 (E) The speaker shall sign all writs, warrants, and subpoenas
25 issued by order of the house, all of which shall be attested to by
26 the chief clerk.

27 (F) The speaker shall have the right to name any member to
28 perform the duties of the chair, but such substitution shall neither
29 extend beyond adjournment nor authorize the representative so
30 substituted to sign any documents requiring the signature of the
31 speaker.

32 (G) The speaker, in open session, shall appoint committee chairs
33 as selected by the majority party caucus, and shall appoint members
34 to committees in the same ratio as the membership of the respective
35 parties of the house, unless otherwise provided by law or house
36 rules.

37 (H) The speaker shall serve as chair of the rules committee.

38 (I) The speaker shall have charge of and see that all officers,
39 attaches, and clerks perform their respective duties.

40 (J) The speaker pro tempore shall exercise the duties, powers,
41 and prerogatives of the speaker in the event of the speaker's death,
42 illness, removal, or inability to act until the speaker's successor
43 shall be elected.

44 **Chief Clerk**

45 **Rule 5.** The chief clerk shall perform the usual duties pertaining
46 to the office, and shall hold office until a successor has been
47 elected.

48 The chief clerk shall employ, subject to the approval of the
49 speaker, all other house employees; the hours of duty and assignments
50 of all house employees shall be under the chief clerk's directions

1 and instructions, and they may be dismissed by the chief clerk with
2 the approval of the speaker. The speaker shall sign and the chief
3 clerk shall countersign all payrolls and vouchers for all expenses of
4 the house and appropriately transmit the same. In the event of the
5 chief clerk's death, illness, removal, or inability to act, the
6 speaker may appoint an acting chief clerk who shall exercise the
7 duties and powers of the chief clerk until the chief clerk's
8 successor shall be elected.

9 **Duties of Employees**

10 **Rule 6.** Employees of the house shall perform such duties as are
11 assigned to them by the chief clerk. Under no circumstances shall the
12 compensation of any employee be increased for past services. No house
13 employee shall seek to influence the passage or rejection of proposed
14 legislation.

15 **Admission to the House**

16 **Rule 7.** It shall be the general policy of the house to keep the
17 chamber clear as follows:

18 (A) The sergeant at arms shall admit only the following
19 individuals to the wings and adjacent areas of the house chamber for
20 the period of time beginning one-half hour prior to convening and
21 ending one-half hour following the adjournment of the house's daily
22 session:

23 The governor or designees, or both;
24 Members of the senate;
25 State elected officials;
26 Officers and authorized employees of the legislature;
27 Former members of the house who are not advocating any pending or
28 proposed legislation;
29 Representatives of the press;
30 Other persons with the consent of the speaker.

31 (B) Only members, pages, sergeants at arms, and clerks are
32 permitted on the floor while the house is in session.

33 (C) Lobbying in the house chamber or in any committee room or
34 lounge room is prohibited when the house or committee is in session
35 unless expressly permitted by the house or committee. Anyone
36 violating this rule will forfeit his or her right to be admitted to
37 the house chamber or any of its committee rooms.

38 **Absentees and Courtesy**

39 **Rule 8.** No member shall be absent from the service of the house
40 without leave from the speaker. When the house is in session, only
41 the speaker shall recognize visitors and former members.

42 **Bills, Memorials and Resolutions - Introductions**

43 **Rule 9.** Any member desiring to introduce a bill shall file the
44 same with the chief clerk. Bills filed by 10:00 a.m. shall be
45 introduced at the next daily session, in the order filed: PROVIDED,
46 That if such introduction is within the last ten days of a regular
47 session, it cannot be considered without a direct vote of two-thirds
48 (2/3) of all the members elected to each house with such vote
49 recorded and entered upon the journal. (Art. II § 36)

50 Any returning member or member-elect may prefile a bill with the
51 chief clerk commencing the first Monday in December preceding any

1 regular session or twenty (20) days before any special session.
2 Prefiled bills shall be introduced on the first legislative day.

3 All bills shall be endorsed with a statement of the title and the
4 name of the member or members introducing the same. The chief clerk
5 shall attach to all bills a substantial cover bearing the title and
6 sponsors and shall number each bill in the order filed. All bills
7 shall be printed unless otherwise ordered by the house.

8 Any bill introduced at any session during the term shall be
9 eligible for action at all subsequent sessions during the term.

10 **Reading of Bills**

11 **Rule 10.** Every bill shall be read on three separate days:
12 PROVIDED, That this rule may be temporarily suspended at any time by
13 a two-thirds (2/3) vote of the members present; and that on and after
14 the fifth day prior to the day of adjournment sine die of any
15 session, as determined pursuant to Article II, Section 12 of the
16 state Constitution or concurrent resolution, or on and after the
17 third day prior to the day a bill must be reported from the house as
18 established by concurrent resolution, this rule may be suspended by a
19 majority vote.

20 A bill may be returned to second reading for the purpose of
21 amendment by a suspension of the rules: PROVIDED, That on and after
22 the fifth day prior to the day of adjournment sine die of any
23 session, as determined pursuant to Article II, section 12 of the
24 state Constitution or concurrent resolution, or on and after the
25 third day prior to the day a bill must be reported from the house as
26 established by concurrent resolution, this rule may be suspended and
27 a bill returned to second reading for the purpose of amendment by a
28 majority vote.

29 (A) FIRST READING. The first reading of a bill shall be by title
30 only, unless a majority of the members present demand a reading in
31 full.

32 After the first reading the bill shall be referred to an
33 appropriate committee.

34 Upon being reported out of committee, all bills shall be referred
35 to the rules committee, unless otherwise ordered by the house.

36 The rules committee may, by majority vote, refer any bill in its
37 possession to a committee for further consideration. Such referral
38 shall be reported to the house and entered in the journal under the
39 fifth order of business.

40 (B) SECOND READING. Upon second reading, the bill number and
41 short title and the last line of the bill shall be read unless a
42 majority of the members present shall demand its reading in full. The
43 bill shall be subject to amendment section by section. No amendment
44 shall be considered by the house until it has been sent to the chief
45 clerk's desk in writing, distributed to the desk of each member, and
46 read by the clerk. All amendments adopted during second reading shall
47 be securely fastened to the original bill. All amendments rejected by
48 the house shall be passed to the minute clerk, and the journal shall
49 show the disposition of such amendments.

50 When no further amendments shall be offered, the speaker shall
51 declare the bill has passed its second reading.

52 (C) SUBSTITUTE BILLS. When a committee reports a substitute for
53 an original bill with the recommendation that the substitute bill do
54 pass, it shall be in order to read the substitute the first time and

1 have the same printed. A motion for the substitution shall not be in
2 order until the second reading of the original bill.

3 (D) THIRD READING. Only the last line of bills shall be read on
4 third reading unless a majority of the members present demand a
5 reading in full. No amendments to a bill shall be received on third
6 reading but it may be referred or recommitted for the purpose of
7 amendment.

8 (E) SUSPENSION CALENDAR. Bills may be placed on the second
9 reading suspension calendar by the rules committee if at least two
10 minority party members of the rules committee join in such motion.
11 Bills on the second reading suspension calendar shall not be subject
12 to amendment or substitution except as recommended in the committee
13 report. When a bill is before the house on the suspension calendar,
14 the question shall be to adopt the committee recommendations and
15 advance the bill to third reading. If the question fails to receive a
16 two-thirds vote of the members present, the bill shall be referred to
17 the rules committee for second reading.

18 (F) HOUSE RESOLUTIONS. House resolutions shall be filed with the
19 chief clerk who shall transmit them to the rules committee. If a
20 rules committee meeting is not scheduled to occur prior to a time
21 necessitated by the purpose of a house resolution, the majority
22 leader and minority leader by agreement may waive transmission to the
23 rules committee to permit consideration of the resolution by the
24 house. The rules committee may adopt house resolutions by a sixty
25 percent majority vote of its entire membership or may, by a majority
26 vote of its members, place them on the motions calendar for
27 consideration by the house. House resolutions are not subject to
28 debate, except for resolutions necessary for the operation of the
29 house, and resolutions commemorating Children's Day, Day of
30 Remembrance, Martin Luther King Jr. Day, National Guard Day, and
31 President's Day.

32 (G) CONCURRENT RESOLUTIONS. Reading of concurrent resolutions may
33 be advanced by majority vote.

34 **Amendments**

35 **Rule 11.** The right of any member to offer amendments to proposed
36 legislation shall not be limited except as provided in Rule 10(E) and
37 as follows:

38 (A) AMENDMENTS TO BE OFFERED IN PROPER FORM. The chief clerk
39 shall establish the proper form for amendments and all amendments
40 offered shall bear the name of the member who offers the same, as
41 well as the number and section of the bill to be amended.

42 (B) COMMITTEE AMENDMENTS. When a bill is before the house on
43 second reading, amendments adopted by committees and recommended to
44 the house shall be acted upon by the house before any amendments that
45 may be offered from the floor.

46 (C) SENATE AMENDMENTS TO HOUSE BILLS. A house bill, passed by the
47 senate with amendment or amendments which shall change the scope and
48 object of the bill, upon being received in the house, shall be
49 referred to the appropriate committee and shall take the same course
50 as for original bills unless a motion not to concur is adopted prior
51 to the bill being referred to committee.

1 (D) AMENDMENTS TO BE GERMANE. No motion or proposition on a
2 subject different from that under consideration shall be admitted
3 under color of amendment; and no bill or resolution shall at any time
4 be amended by annexing thereto or incorporating therein any other
5 bill or resolution pending before the house.

6 (E) SCOPE AND OBJECT NOT TO BE CHANGED. No amendment to any bill
7 shall be allowed which shall change the scope and object of the bill.
8 This objection may be raised at any time an amendment is under
9 consideration. The speaker may allow the person raising the objection
10 and the mover of the amendment to provide brief arguments as to the
11 merits of the objection. (Art. II § 38)

12 (F) NO AMENDMENT BY REFERENCE. No act shall ever be revised or
13 amended without being set forth at full length. (Art. II § 37)

14 (G) TITLE AMENDMENTS. The subject matter portion of a bill title
15 shall not be amended in committee or on second reading. Changes to
16 that part of the title after the subject matter statement shall
17 either be presented with the text amendment or be incorporated by the
18 chief clerk in the engrossing process.

19 **Final Passage**

20 **Rule 12.** Rules relating to bills on final passage are as follows:

21 (A) BUDGET BILLS. No final passage vote may be taken on an
22 operating budget, transportation budget, or capital budget bill until
23 twenty-four (24) hours after the bill is placed on the third reading
24 calendar. The twenty-four (24) hour requirement does not apply to
25 conference reports, which are governed by Joint Rule 20, or to bills
26 placed on the third reading calendar by a two-thirds (2/3) vote of
27 the members present.

28 (B) RECOMMITMENT BEFORE FINAL PASSAGE. A bill may be recommitted
29 at any time before its final passage.

30 (C) FINAL PASSAGE. No bill shall become a law unless on its final
31 passage the vote be taken by yeas and nays, the names of the members
32 voting for and against the same be entered on the journal of each
33 house, and a majority of the members elected to each house be
34 recorded thereon as voting in its favor. (Art. II § 22)

35 (D) BILLS PASSED - CERTIFICATION. When a bill passes, it shall be
36 certified to by the chief clerk, said certification to show the date
37 of its passage together with the vote thereon.

38 **Hour of Meeting, Roll Call and Quorum**

39 **Rule 13.** (A) HOUR OF MEETING. The speaker shall call the house to
40 order each day of sitting at 10:00 A.M., unless the house shall have
41 adjourned to some other hour.

42 (B) ROLL CALL AND QUORUM. Before proceeding with business, the
43 roll of the members shall be called and the names of those absent or
44 excused shall be entered on the journal. A majority of all the
45 members elected must be present to constitute a quorum for the
46 transaction of business. In the absence of a quorum, seven members
47 with the speaker, or eight members in the speaker's absence, having
48 chosen a speaker pro tempore, shall be authorized to demand a call of
49 the house and may compel the attendance of absent members in the
50 manner provided in Rule 21(B). For the purpose of determining if a

1 quorum be present, the speaker shall count all members present,
2 whether voting or not. (Art. II § 8)

3 (C) The house shall adjourn not later than 10:00 P.M. of each
4 working day. This rule may be suspended by a majority vote.

5 **Daily Calendar and Order of Business**

6 **Rule 14.** The rules relating to the daily calendar and order of
7 business are as follows:

8 (A) DAILY CALENDAR. Business of the house shall be disposed of in
9 the following order:

10 First: Roll call, presentation of colors, prayer, and approval of
11 the journal of the preceding day.

12 Second: Introduction of visiting dignitaries.

13 Third: Messages from the senate, governor, and other state
14 officials.

15 Fourth: Introduction and first reading of bills, memorials, joint
16 resolutions, and concurrent resolutions.

17 Fifth: Committee reports.

18 Sixth: Second reading of bills.

19 Seventh: Third reading of bills.

20 Eighth: Floor resolutions and motions.

21 Ninth: Presentation of petitions, memorials, and remonstrances
22 addressed to the Legislature.

23 Tenth: Introduction of visitors and other business to be
24 considered.

25 Eleventh: Announcements.

26 (B) UNFINISHED BUSINESS. The unfinished business at which the
27 house was engaged preceding adjournment shall not be taken up until
28 reached in regular order, unless the previous question on such
29 unfinished business has been ordered prior to said adjournment.

30 (C) EXCEPTIONS. Exceptions to the order of business are as
31 follows:

32 (1) The order of business may be changed by a majority vote of
33 those present.

34 (2) By motion under the eighth order of business, a bill in the
35 rules committee may be placed on the calendar by the affirmative vote
36 of a majority of all members of the house.

37 (3) House resolutions and messages from the senate, governor, or
38 other state officials may be read at any time.

39 **Motions**

40 **Rule 15.** Rules relating to motions are as follows:

41 (A) MOTIONS TO BE ENTERTAINED OR DEBATED. No motion shall be
42 entertained or debated until announced by the speaker and every
43 motion shall be deemed to have been seconded. A motion shall be
44 reduced to writing and read by the clerk, if desired by the speaker
45 or any member, before it shall be debated and by the consent of the
46 house may be withdrawn before amendment or action.

47 (B) MOTIONS IN ORDER DURING DEBATE. When a motion has been made
48 and seconded and stated by the chair, the following motions are in
49 order, in the rank named:

50 (1) Privileged motions:

1 Adjourn
2 Adjourn to a time certain
3 Recess to a time certain
4 Reconsider
5 Demand for division
6 Question of privilege
7 Orders of the day
8

9 (2) Subsidiary motions:

10 First rank: Question of consideration
11 Second rank: To lay on the table
12 Third rank: For the previous question
13 Fourth rank: To postpone to a day certain
14 To commit or recommit
15 To postpone indefinitely
16 Fifth rank: To amend
17

18 (3) Incidental motions:

19 Points of order and appeal
20 Method of consideration
21 Suspension of the rules
22 Reading papers
23 Withdraw a motion
24 Division of a question

25 (C) THE EFFECT OF POSTPONEMENT - MOTIONS TO POSTPONE OR COMMIT.
26 Once decided, no motion to postpone to a day certain, to commit, or
27 to postpone indefinitely shall again be allowed on the same day and
28 at the same stage of the proceedings. When a question has been
29 postponed indefinitely, it shall not again be introduced during the
30 session. The motion to postpone indefinitely may be made at any stage
31 of the bill except when on first reading.

32 (D) MOTIONS DECIDED WITHOUT DEBATE. A motion to adjourn, to
33 recess, to lay on the table and to call for the previous question
34 shall be decided without debate.

35 All incidental motions shall be decided without debate, except
36 that members may speak to points of order and appeal as provided in
37 Rule 22.

38 Motions to adopt house resolutions shall be decided without
39 debate, except as provided in Rule 10(F).

40 A motion for suspension of the rules shall not be debatable
41 except that the mover of the motion may briefly explain the purpose
42 of the motion and one member may briefly state the opposition to the
43 motion.

44 (E) MOTION TO ADJOURN. A motion to adjourn shall always be in
45 order, except when the house is voting or is working under the call
46 of the house; but this rule shall not authorize any member to move
47 for adjournment when another member has the floor.

1 **Members Right to Debate**

2 **Rule 16.** The methods by which a member may exercise his or her
3 right to debate are as follows:

4 (A) RECOGNITION OF MEMBER. When any member desires to speak in
5 debate or deliver any matter to the house, the member shall rise and
6 respectfully address the speaker and pause until recognized.

7 (B) ORDER OF SPEAKING. When two or more members arise at once,
8 the speaker shall name the one who is to speak.

9 (C) LIMITATION OF DEBATE. No member shall speak longer than ten
10 (10) minutes without consent of the house: PROVIDED, That on and
11 after the fifth day prior to the day of adjournment sine die of any
12 session, as determined pursuant to Article II, Section 12 of the
13 state Constitution or concurrent resolution, or on and after the
14 third day prior to the day any bill must be reported from the house
15 as established by concurrent resolution, no member shall speak more
16 than three (3) minutes without the consent of the house. No member
17 shall speak more than twice on the same question without leave of the
18 house: PROVIDED, That the chair of the committee or the mover of the
19 question may close debate if it is consistent with Rule 18 (Previous
20 Question).

21 **Rules of Debate**

22 **Rule 17.** The rules for debate in the house are as follows:

23 (A) QUESTION OF PRIVILEGE. Any member may rise to a question of
24 privilege and explain a personal matter, by leave of the speaker, but
25 the member shall not discuss any pending question in such
26 explanations.

27 (B) WITHDRAWAL OF MOTION, BILL, ETC. After a motion is stated by
28 the speaker or a bill, memorial, resolution, petition, or
29 remonstrance is read by the clerk, it shall be deemed to be in
30 possession of the house, but may be withdrawn by consent of the house
31 at any time before decision or amendment.

32 (C) READING OF A PAPER. When the reading of any paper is called
33 for and is objected to by any member, it shall be determined by a
34 vote of the house.

35 (D) DISTRIBUTION OF MATERIALS. Any materials of any nature
36 distributed to the members' desks on the floor shall be subject to
37 approval by the speaker and shall bear the name of at least one
38 member granting permission for the distribution. This shall not apply
39 to materials normally distributed by the chief clerk.

40 (E) ORDER OF QUESTIONS. All questions, whether in committee or in
41 the house, shall be propounded in the order in which they are named
42 except that in filling blanks, the largest sum and the longest time
43 shall be put first.

44 (F) DIVISION OF POINTS OF DEBATE. Any member may call for a
45 division of a question which shall be divided if it embraces subjects
46 so distinct that one being taken away a substantive proposition shall
47 remain for the decision of the house; but a motion to strike out and
48 to insert shall not be divided. The rejection of a motion to strike
49 out and to insert one proposition shall not prevent a motion to
50 strike out and to insert a different proposition.

1 (G) DECORUM OF MEMBERS. While the speaker is putting the
2 question, no member shall walk across or out of the house; nor when a
3 member is speaking shall any member entertain private discourse or
4 pass between the speaking member and the rostrum.

5 (H) REMARKS CONFINED. A member shall confine all remarks to the
6 question under debate and avoid personalities. No member shall impugn
7 the motive of any member's vote or argument.

8 (I) EXCEPTION TO WORDS SPOKEN IN DEBATE. If any member be called
9 to order for words spoken in debate, the person calling the member to
10 order shall repeat the words excepted to and they shall be taken down
11 in writing at the clerk's table. No member shall be held in answer or
12 be subject to the censure of the house for words spoken in debate if
13 any other member has spoken before exception to them shall have been
14 taken.

15 (J) TRANSGRESSION OF RULES - APPEAL. If any member, in speaking
16 or otherwise, transgresses the rules of the house the speaker shall,
17 or any member may, call the member to order, in which case the member
18 so called to order shall immediately sit down unless permitted to
19 explain; and the house shall, if appealed to, decide the case without
20 debate; if there be no appeal, the decision of the chair shall
21 prevail.

22 If the decision be in favor of the member called to order, the
23 member shall be at liberty to proceed; if otherwise, and the case
24 shall require it, the member shall be liable to the censure of the
25 house.

26 **Ending of Debate - Previous Question**

27 **Rule 18.** The previous question may be ordered by a two-thirds
28 (2/3) vote of the members present on all recognized motions or
29 amendments which are debatable.

30 The previous question is not debatable and cannot be amended.

31 The previous question shall be put in this form: "Representative
32 _____ demands the previous question. As many as are in favor of
33 ordering the previous question will say 'Aye'; as many as are opposed
34 will say 'No'."

35 The results of the motion are as follows: If determined in the
36 negative, the consideration goes on as if the motion had never been
37 made; if decided in the affirmative it shall have the effect of
38 cutting off all debate and bringing the house to a direct vote upon
39 the motion or amendment on which it has been ordered: PROVIDED
40 HOWEVER, That when a bill is on final passage or when the motion to
41 postpone indefinitely is pending, one of the sponsors of the bill or
42 the chair of the committee may have the privilege of closing debate
43 after the previous question has been ordered.

44 If an adjournment is had after the previous question is ordered,
45 the motion or proposition on which the previous question was ordered
46 shall be put to the house immediately following the approval of the
47 journal on the next working day, thus making the main question
48 privileged over all other business, whether new or unfinished.

49 **Voting**

50 **Rule 19.** (A) PUTTING OF QUESTION. The speaker shall put the
51 question in the following form: "The question before the house is

1 (state the question). As many as are in favor say 'Aye'; and after
2 the affirmative vote is expressed, "as many as are opposed say 'No'."

3 (B) ALL MEMBERS TO VOTE. Every member who was in the house when
4 the question was put shall vote unless, for special reasons, excused
5 by the house.

6 All motions to excuse a member shall be made before the house
7 divides or before the call for yeas and nays is commenced; and any
8 member requesting to be excused from voting may make a brief and
9 verbal statement of the reasons for making such request, and the
10 question shall then be taken without further debate.

11 Upon a division and count of the house on the question, only
12 members at their desks within the bar of the house shall be counted.

13 (C) CHANGE OF VOTE. When the electric roll call machine is used,
14 no member shall be allowed to vote or change a vote after the speaker
15 has locked the roll call machine. When an oral roll call is taken, no
16 member shall be allowed to vote or change a vote after the result has
17 been announced.

18 (D) PRIVATE INTEREST. No member shall vote on any question which
19 affects that member privately and particularly. A member who has a
20 private interest in any bill or measure proposed or pending before
21 the legislature shall disclose the fact to the house of which he is a
22 member, and shall not vote thereon. (Art. II § 30)

23 (E) INTERRUPTION OF ROLL CALL. Once begun, the roll call may not
24 be interrupted. No member or other person shall visit or remain at
25 the clerk's desk while the yeas and nays are being called.

26 (F) YEAS AND NAYS - RECORDED VOTES. Upon the final passage of any
27 bill, the vote shall be taken by yeas and nays and shall be recorded
28 by the electric voting system: PROVIDED, HOWEVER, That an oral roll
29 call shall be ordered when demanded by one-sixth (1/6) of the members
30 present. (Art. II § 21)

31 The speaker may vote last when the yeas and nays are called.

32 When the vote is by electric voting machine or by oral roll call
33 on any question, it shall be entered upon the journal of the house. A
34 recorded vote may be compelled by one-sixth (1/6) of the members
35 present. A request for a recorded vote must be made before the vote
36 is commenced.

37 (G) TIE VOTE, QUESTION LOSES. In case of an equal division, the
38 question shall be lost.

39 (H) DIVISION. If the speaker is in doubt, or if division is
40 called for by any member, the house shall divide.

41 (I) STATEMENT FOR JOURNAL. A member whose recorded vote does not
42 accurately reflect his or her intent may submit a written statement
43 for the journal clarifying their intent to vote aye or nay. The
44 statement must be submitted to the chief clerk on the same day the
45 vote is taken. A member who is excused for one or more days of
46 recorded votes may submit a written statement for the journal
47 explaining the reason for his or her absence. The statement may not
48 exceed fifty words and must be submitted to the chief clerk on the
49 same day the member returns.

50 **Reconsideration**

51 **Rule 20.** Notice of a motion for reconsideration on the final
52 passage of bills shall be made on the day the vote to be reconsidered

1 was taken and before the house has voted to transmit the bill to the
2 senate.

3 Reconsideration of the votes on the final passage of bills must
4 be taken on the next working day after such vote was taken: PROVIDED,
5 That on and after the fifth day prior to the day of adjournment sine
6 die of any session, as determined pursuant to Article II, Section 12
7 of the state Constitution, or concurrent resolution, or on and after
8 the third day prior to the day a bill must be reported from the house
9 as established by concurrent resolution, then reconsideration of
10 votes on the final passage of bills must be taken on the same day as
11 the original vote was taken.

12 A motion to reconsider an amendment may be made at any time the
13 bill remains on second reading.

14 Any member who voted on the prevailing side may move for
15 reconsideration or give notice thereof.

16 A motion to reconsider can be decided only once when decided in
17 the negative.

18 When a motion to reconsider has been carried, its effect shall be
19 to place the original question before the house in the exact position
20 it occupied before it was voted upon.

21 **Call of the House**

22 **Rule 21.** One-sixth (1/6) of the members present may demand a call
23 of the house at any time before the house has divided or the voting
24 has commenced by yeas and nays.

25 (A) DOORS TO BE CLOSED. When call of the house has been ordered,
26 the sergeant at arms shall close and lock the doors, and no member
27 shall be allowed to leave the chamber: PROVIDED, That the rules
28 committee shall be allowed to meet, upon request of the speaker,
29 while the house stands at ease: AND PROVIDED FURTHER, That the
30 speaker may permit members to use such portions of the fourth floor
31 as may be properly secured.

32 (B) SERGEANT AT ARMS TO BRING IN THE ABSENTEES. The clerk shall
33 immediately call a roll of the members and note the absentees, whose
34 names shall be read and entered upon the journal in such manner as to
35 show who are excused and who are absent without leave.

36 The clerk shall furnish the sergeant at arms with a list of those
37 who are absent without leave, and the sergeant at arms shall proceed
38 to bring in such absentees; but arrests of members for absence shall
39 not be made unless ordered by a majority of the members present.

40 (C) HOUSE UNDER CALL. While the house is under a call, no
41 business shall be transacted except to receive and act on the report
42 of the sergeant at arms; and no other motion shall be in order except
43 a motion to proceed with business under the call of the house, a
44 motion to excuse absentees, or a motion to dispense with the call of
45 the house. The motion to proceed with business under the call of the
46 house and the motion to excuse absent members shall not be adopted
47 unless a majority of the members elected vote in favor thereof. The
48 motion to dispense with the call of the house may be adopted by a
49 majority of the members present.

50 **Appeal from Decision of Chair**

51 **Rule 22.** The decision of the chair may be appealed from by any
52 member, on which appeal no member shall speak more than once unless

1 by leave of the house. In all cases of appeal, the question shall be:
2 "Shall the decision of the chair stand as the judgment of the house?"

3 **Standing Committees**

4 **Rule 23.** The standing committees of the house and the number of
5 members that shall serve on each committee shall be as follows:

6	1.	Agriculture & Natural Resources.....	13
7	2.	Appropriations.....	33
8	3.	Business & Financial Services.....	11
9	4.	Capital Budget.....	9
10	5.	Commerce & Gaming.....	9
11	6.	Community Development, Housing & Tribal Affairs.....	7
12	7.	Early Learning & Human Services.....	11
13	8.	Education.....	21
14	9.	Environment.....	11
15	10.	Finance.....	15
16	11.	General Government & Information Technology.....	7
17	12.	Health Care & Wellness.....	15
18	13.	Higher Education.....	13
19	14.	Judiciary.....	13
20	15.	Labor.....	7
21	16.	Local Government.....	9
22	17.	Public Safety.....	9
23	18.	Rules.....	23
24	19.	State Government.....	7
25	20.	Technology & Economic Development.....	13
26	21.	Transportation.....	25

27 Committee members shall be selected by each party's caucus.
28 Membership on appropriations subcommittees is restricted to the
29 membership of the appropriations committee. The majority party caucus
30 shall select all committee chairs.

31 **Duties of Committees**

32 **Rule 24.** House committees shall operate as follows:

33 (A) NOTICE OF COMMITTEE MEETING. The chief clerk shall make
34 public the time, place and subjects to be discussed at committee
35 meetings. All public hearings held by committees shall be scheduled
36 at least five (5) days in advance and shall be given adequate
37 publicity: PROVIDED, That when less than eight (8) days remain for
38 action on a bill, the Speaker may authorize a reduction of the five-
39 day notice period when required by the circumstances, including but
40 not limited to the time remaining for action on the bill, the nature
41 of the subject, and the number of prior hearings on the subject.

42 (B) COMMITTEE QUORUM. A majority of any committee shall
43 constitute a quorum for the transaction of business.

1 (C) SESSION MEETINGS. No committee shall sit while the house is
2 in session without special leave of the speaker.

3 (D) DUTIES OF STANDING COMMITTEES.

4 (1) Only such bills as are included on the written notice of a
5 committee meeting may be considered at that meeting except upon the
6 vote of a majority of the entire membership of the committee to
7 consider another bill.

8 (2) A majority recommendation of a committee must be signed by a
9 majority of the entire membership of the committee in a regularly
10 called meeting before a bill, memorial, or resolution may be reported
11 out: PROVIDED, That by motion under the eighth order of business, a
12 majority of the members elected to the house may relieve a committee
13 of a bill and place it on the second reading calendar.

14 Majority recommendations of a committee can only be "do pass,"
15 "do pass as amended," or that "the substitute bill be substituted
16 therefor and that the substitute bill do pass."

17 (3) Members of the committee not concurring in the majority
18 report may prepare a written minority report containing a
19 recommendation of "do not pass" or "without recommendation," which
20 shall be signed by those members of the committee subscribing
21 thereto, and submitted with the majority report.

22 (4) All committee reports shall be spread upon the journal. The
23 journal of the house shall contain an exact copy of all committee
24 reports, together with the names of the members signing such reports.

25 (5) Every vote to report a bill out of committee shall be taken
26 by the yeas and nays, and the names of the members voting for and
27 against, as well as the names of members absent, shall be recorded on
28 the committee report. Any member may call for a recorded vote, which
29 shall include the names of absent members, on any substantive
30 question before the committee. A copy of all recorded committee votes
31 shall be kept by the chief clerk and shall be available for public
32 inspection.

33 (6) All bills having a direct appropriation shall be referred to
34 the appropriate fiscal committee before their final passage.

35 (7) No standing committee shall vote by secret written ballot on
36 any issue.

37 (8) During its consideration of or vote on any bill, resolution,
38 or memorial, the deliberations of any standing committee of the house
39 of representatives shall be open to the public.

40 (9) A standing committee to which a bill was originally referred
41 shall, prior to voting the bill out of committee, consider whether
42 the bill authorizes rule-making powers or requires the exercise of
43 rule-making powers and, if so, consider:

44 (a) The nature of the new rule-making powers; and

45 (b) To which agencies the new rule-making powers would be
46 delegated and which agencies, if any, may have related rule-making
47 powers.

48 (10) Standing committee subcommittees established in Rule 23 have
49 the same powers and duties as standing committees.

50 (11) Insofar as practicable, testimony in public hearings should
51 be balanced between those in support of and in opposition to proposed
52 legislation, with consideration given to providing an opportunity for
53 members of the public to testify within available time.

54 **Standing Committees - Expenses - Subpoena Power**

