

HOUSE RESOLUTION NO. 2016-4648, by Representatives Sullivan and Kretz

1 WHEREAS, The House of Representatives adopted permanent rules for  
2 the Sixty-Fourth Legislature under House Resolution No. 2015-4607;  
3 NOW, THEREFORE, BE IT RESOLVED, That Rule 23 as set forth in  
4 House Resolution No. 2015-4607 is amended to read as follows:

5 PERMANENT RULES OF THE HOUSE OF REPRESENTATIVES  
6 SIXTY-FOURTH LEGISLATURE 2015-2016

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### **Definitions**

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

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

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

29 "Committee" means any standing, conference, joint, or select  
30 committee as so designated by rule or resolution, and also means any  
31 standing committee subcommittee.

1 "Fiscal committee" means the appropriations, capital budget,  
2 finance, general government & information technology, and  
3 transportation committees.

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

#### 6 **Chief Clerk to Call to Order**

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

#### 10 **Election of Officers**

11 **Rule 3.** The house shall elect the following officers at the  
12 commencement of each term: Its presiding officer, who shall be styled  
13 speaker of the house; a speaker pro tempore, who shall serve in  
14 absence or in case of the inability of the speaker; a deputy speaker  
15 pro tempore, who shall serve in absence or in case of the inability  
16 of the speaker and speaker pro tempore; and a chief clerk of the  
17 house. Such officers shall hold office during all sessions until the  
18 convening of the succeeding term: PROVIDED, HOWEVER, That any of  
19 these offices may be declared vacant by the vote of a constitutional  
20 majority of the house, the members voting viva voce and their votes  
21 shall be entered on the journal. If any office is declared vacant,  
22 the house shall fill such vacant office as hereinafter provided. In  
23 all elections by the house a constitutional majority shall be  
24 required, the members shall vote viva voce and their votes shall be  
25 entered on the journal. (Art. II § 27)

#### 26 **Powers and Duties of the Speaker**

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

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

32 (B) The speaker shall preserve order and decorum, and in case of  
33 any disturbance or disorderly conduct within the chamber or  
34 legislative area, shall order the sergeant at arms to suppress the  
35 same and may order the sergeant at arms to remove any person creating  
36 any disturbance within the house chamber or legislative area.

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

6 (D) The speaker shall sign all bills in open session. (Art. II §  
7 32)

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

11 (F) The speaker shall have the right to name any member to  
12 perform the duties of the chair, but such substitution shall neither  
13 extend beyond adjournment nor authorize the representative so  
14 substituted to sign any documents requiring the signature of the  
15 speaker.

16 (G) The speaker, in open session, shall appoint committee chairs  
17 as selected by the majority party caucus, and shall appoint members  
18 to committees in the same ratio as the membership of the respective  
19 parties of the house, unless otherwise provided by law or house  
20 rules.

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

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

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

#### 28 **Chief Clerk**

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

32 The chief clerk shall employ, subject to the approval of the  
33 speaker, all other house employees; the hours of duty and assignments  
34 of all house employees shall be under the chief clerk's directions  
35 and instructions, and they may be dismissed by the chief clerk with  
36 the approval of the speaker. The speaker shall sign and the chief  
37 clerk shall countersign all payrolls and vouchers for all expenses of

1 the house and appropriately transmit the same. In the event of the  
2 chief clerk's death, illness, removal, or inability to act, the  
3 speaker may appoint an acting chief clerk who shall exercise the  
4 duties and powers of the chief clerk until the chief clerk's  
5 successor shall be elected.

6 **Duties of Employees**

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

12 **Admission to the House**

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

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

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

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

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

35 **Absentees and Courtesy**

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

#### 4                   **Bills, Memorials and Resolutions - Introductions**

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

12       Any returning member or member-elect may prefile a bill with the  
13 chief clerk commencing the first Monday in December preceding any  
14 regular session or twenty (20) days before any special session.  
15 Prefiled bills shall be introduced on the first legislative day.

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

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

23       No house bill may be introduced that is identical to any other  
24 pending house bill.

#### 25                   **Reading of Bills**

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

35       A bill may be returned to second reading for the purpose of  
36 amendment by a suspension of the rules: PROVIDED, That on and after  
37 the fifth day prior to the day of adjournment sine die of any  
38 session, as determined pursuant to Article II, section 12 of the

1 state Constitution or concurrent resolution, or on and after the  
2 third day prior to the day a bill must be reported from the house as  
3 established by concurrent resolution, this rule may be suspended and  
4 a bill returned to second reading for the purpose of amendment by a  
5 majority vote.

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

9 After the first reading the bill shall be referred to an  
10 appropriate committee.

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

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

17 (B) SECOND READING. Upon second reading, the bill number and  
18 short title and the last line of the bill shall be read unless a  
19 majority of the members present shall demand its reading in full. The  
20 bill shall be subject to amendment section by section. No amendment  
21 shall be considered by the house until it has been sent to the chief  
22 clerk's desk in writing, distributed to the desk of each member, and  
23 read by the clerk. All amendments adopted during second reading shall  
24 be securely fastened to the original bill. All amendments rejected by  
25 the house shall be passed to the minute clerk, and the journal shall  
26 show the disposition of such amendments.

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

29 (C) SUBSTITUTE BILLS. When a committee reports a substitute for  
30 an original bill with the recommendation that the substitute bill do  
31 pass, it shall be in order to read the substitute the first time and  
32 have the same printed. A motion for the substitution shall not be in  
33 order until the second reading of the original bill.

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

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

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

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

27

### **Amendments**

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

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

35 (B) COMMITTEE AMENDMENTS. When a bill is before the house on  
36 second reading, amendments adopted by committees and recommended to



1 the house shall be acted upon by the house before any amendments that  
2 may be offered from the floor.

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

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

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

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

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

27 **Final Passage**

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

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

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

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

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

#### 9 **Hour of Meeting, Roll Call and Quorum**

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

13 (B) ROLL CALL AND QUORUM. Before proceeding with business, the  
14 roll of the members shall be called and the names of those absent or  
15 excused shall be entered on the journal. A majority of all the  
16 members elected must be present to constitute a quorum for the  
17 transaction of business. In the absence of a quorum, seven members  
18 with the speaker, or eight members in the speaker's absence, having  
19 chosen a speaker pro tempore, shall be authorized to demand a call of  
20 the house and may compel the attendance of absent members in the  
21 manner provided in Rule 21(B). For the purpose of determining if a  
22 quorum be present, the speaker shall count all members present,  
23 whether voting or not. (Art. II § 8)

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

#### 26 **Daily Calendar and Order of Business**

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

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

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

33 Second: Introduction of visiting dignitaries.

34 Third: Messages from the senate, governor, and other state  
35 officials.

1 Fourth: Introduction and first reading of bills, memorials, joint  
2 resolutions, and concurrent resolutions.

3 Fifth: Committee reports.

4 Sixth: Second reading of bills.

5 Seventh: Third reading of bills.

6 Eighth: Floor resolutions and motions.

7 Ninth: Presentation of petitions, memorials, and remonstrances  
8 addressed to the Legislature.

9 Tenth: Introduction of visitors and other business to be  
10 considered.

11 Eleventh: Announcements.

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

16 (C) EXCEPTIONS. Exceptions to the order of business are as  
17 follows:

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

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

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

## 25 Motions

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

27 (A) MOTIONS TO BE ENTERTAINED OR DEBATED. No motion shall be  
28 entertained or debated until announced by the speaker and every  
29 motion shall be deemed to have been seconded. A motion shall be  
30 reduced to writing and read by the clerk, if desired by the speaker  
31 or any member, before it shall be debated and by the consent of the  
32 house may be withdrawn before amendment or action.

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

36 (1) Privileged motions:

37 Adjourn

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

7

8 (2) Subsidiary motions:

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

16

17 (3) Incidental motions:

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

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

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

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

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

6 A motion for suspension of the rules shall not be debatable  
7 except that the mover of the motion may briefly explain the purpose  
8 of the motion and one member may briefly state the opposition to the  
9 motion.

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

#### 14 **Members Right to Debate**

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

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

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

22 (C) LIMITATION OF DEBATE. No member shall speak longer than ten  
23 (10) minutes without consent of the house: PROVIDED, That on and  
24 after the fifth day prior to the day of adjournment sine die of any  
25 session, as determined pursuant to Article II, Section 12 of the  
26 state Constitution or concurrent resolution, or on and after the  
27 third day prior to the day any bill must be reported from the house  
28 as established by concurrent resolution, no member shall speak more  
29 than three (3) minutes without the consent of the house. No member  
30 shall speak more than twice on the same question without leave of the  
31 house: PROVIDED, That the chair of the committee or the mover of the  
32 question may close debate if it is consistent with Rule 18 (Previous  
33 Question).

#### 34 **Rules of Debate**

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

36 (A) QUESTION OF PRIVILEGE. Any member may rise to a question of  
37 privilege and explain a personal matter, by leave of the speaker, but

1 the member shall not discuss any pending question in such  
2 explanations.

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

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

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

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

20 (F) DIVISION OF POINTS OF DEBATE. Any member may call for a  
21 division of a question which shall be divided if it embraces subjects  
22 so distinct that one being taken away a substantive proposition shall  
23 remain for the decision of the house; but a motion to strike out and  
24 to insert shall not be divided. The rejection of a motion to strike  
25 out and to insert one proposition shall not prevent a motion to  
26 strike out and to insert a different proposition.

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

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

34 (I) EXCEPTION TO WORDS SPOKEN IN DEBATE. If any member be called  
35 to order for words spoken in debate, the person calling the member to  
36 order shall repeat the words excepted to and they shall be taken down  
37 in writing at the clerk's table. No member shall be held in answer or

1 be subject to the censure of the house for words spoken in debate if  
2 any other member has spoken before exception to them shall have been  
3 taken.

4 (J) TRANSGRESSION OF RULES - APPEAL. If any member, in speaking  
5 or otherwise, transgresses the rules of the house the speaker shall,  
6 or any member may, call the member to order, in which case the member  
7 so called to order shall immediately sit down unless permitted to  
8 explain; and the house shall, if appealed to, decide the case without  
9 debate; if there be no appeal, the decision of the chair shall  
10 prevail.

11 If the decision be in favor of the member called to order, the  
12 member shall be at liberty to proceed; if otherwise, and the case  
13 shall require it, the member shall be liable to the censure of the  
14 house.

15 **Ending of Debate - Previous Question**

16 **Rule 18.** The previous question may be ordered by a two-thirds  
17 (2/3) vote of the members present on all recognized motions or  
18 amendments which are debatable.

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

20 The previous question shall be put in this form: "Representative  
21 \_\_\_\_\_ demands the previous question. As many as are in favor of  
22 ordering the previous question will say 'Aye'; as many as are opposed  
23 will say 'No'."

24 The results of the motion are as follows: If determined in the  
25 negative, the consideration goes on as if the motion had never been  
26 made; if decided in the affirmative it shall have the effect of  
27 cutting off all debate and bringing the house to a direct vote upon  
28 the motion or amendment on which it has been ordered: PROVIDED  
29 HOWEVER, That when a bill is on final passage or when the motion to  
30 postpone indefinitely is pending, one of the sponsors of the bill or  
31 the chair of the committee may have the privilege of closing debate  
32 after the previous question has been ordered.

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

38 **Voting**

1       **Rule 19.** (A) PUTTING OF QUESTION. The speaker shall put the  
2 question in the following form: "The question before the house is  
3 (state the question). As many as are in favor say 'Aye'; and after  
4 the affirmative vote is expressed, "as many as are opposed say 'No'."

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

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

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

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

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

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

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

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

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



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

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

5 (I) STATEMENT FOR JOURNAL. A member whose recorded vote does not  
6 accurately reflect his or her intent may submit a written statement  
7 for the journal clarifying their intent to vote aye or nay. The  
8 statement must be submitted to the chief clerk on the same day the  
9 vote is taken. A member who is excused for one or more days of  
10 recorded votes may submit a written statement for the journal  
11 explaining the reason for his or her absence. The statement may not  
12 exceed fifty words and must be submitted to the chief clerk on the  
13 same day the member returns.

#### 14 **Reconsideration**

15 **Rule 20.** Notice of a motion for reconsideration on the final  
16 passage of bills shall be made on the day the vote to be reconsidered  
17 was taken and before the house has voted to transmit the bill to the  
18 senate.

19 Reconsideration of the votes on the final passage of bills must  
20 be taken on the next working day after such vote was taken: PROVIDED,  
21 That on and after the fifth day prior to the day of adjournment sine  
22 die of any session, as determined pursuant to Article II, Section 12  
23 of the state Constitution, or concurrent resolution, or on and after  
24 the third day prior to the day a bill must be reported from the house  
25 as established by concurrent resolution, then reconsideration of  
26 votes on the final passage of bills must be taken on the same day as  
27 the original vote was taken.

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

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

32 A motion to reconsider can be decided only once when decided in  
33 the negative.

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

#### 37 **Call of the House**



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

22 Committee members shall be selected by each party's caucus.  
 23 Membership on appropriations subcommittees is restricted to the  
 24 membership of the appropriations committee. The majority party caucus  
 25 shall select all committee chairs.

26 **Duties of Committees**

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

28 (A) NOTICE OF COMMITTEE MEETING. The chief clerk shall make  
 29 public the time, place and subjects to be discussed at committee  
 30 meetings. All public hearings held by committees shall be scheduled  
 31 at least five (5) days in advance and shall be given adequate  
 32 publicity: PROVIDED, That when less than eight (8) days remain for  
 33 action on a bill, the Speaker may authorize a reduction of the five-

1 day notice period when required by the circumstances, including but  
2 not limited to the time remaining for action on the bill, the nature  
3 of the subject, and the number of prior hearings on the subject.

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

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

8 (D) DUTIES OF STANDING COMMITTEES.

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

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

19 Majority recommendations of a committee can only be "do pass,"  
20 "do pass as amended," or that "the substitute bill be substituted  
21 therefor and that the substitute bill do pass."

22 (3) Members of the committee not concurring in the majority  
23 report may prepare a written minority report containing a  
24 recommendation of "do not pass" or "without recommendation," which  
25 shall be signed by those members of the committee subscribing  
26 thereto, and submitted with the majority report.

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

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

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

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

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

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

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

13 (b) To which agencies the new rule-making powers would be  
14 delegated and which agencies, if any, may have related rule-making  
15 powers.

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

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

#### 22 **Standing Committees - Expenses - Subpoena Power**

23 **Rule 25.** Regardless of whether the legislature is in session,  
24 members of the house may receive from moneys appropriated for the  
25 legislature, reimbursement for necessary travel expenses, and  
26 payments in lieu of subsistence and lodging for conducting official  
27 business of the house.

28 The standing committees of the house may have the powers of  
29 subpoena, the power to administer oaths, and the power to issue  
30 commissions for the examination of witnesses in accordance with the  
31 provisions of chapter 44.16 RCW. Before a standing committee of the  
32 house may issue any process, the committee chairperson shall submit  
33 for approval of the executive rules committee a statement of purpose  
34 setting forth the name or names of those subject to process. The  
35 process shall not be issued prior to approval by the executive rules  
36 committee. The process shall be limited to the named individuals.

#### 37 **Vetoed Bills**

1       **Rule 26.** Veto messages of the governor shall be read in the house  
2 and entered upon the journal. It shall then be in order to proceed to  
3 reconsider the bill, refer it, lay it on the table, or postpone its  
4 consideration to a day certain.

5       The merits of the bill may be debated before the vote is taken,  
6 but the vote on a vetoed bill cannot be reconsidered.

7       In case of a bill containing several sections or items, one or  
8 more of which has been objected to by the governor, each section or  
9 item so objected to shall be voted upon separately by the house.  
10 Action by the house upon all vetoed bills shall be endorsed upon the  
11 bill and certified by the speaker.

12       Vetoed bills originating in the house, which have not been passed  
13 notwithstanding the veto of the governor, shall remain in the custody  
14 of the officers of the house until the close of the term, after which  
15 they shall be filed with the secretary of state.

#### 16                                       **Suspension of Compensation**

17       **Rule 27.** (1) Any member of the house of representatives convicted  
18 and sentenced for any felony punishable by death or by imprisonment  
19 in a Washington state penal institution shall, as of the time of  
20 sentencing, be denied the legislative salary for future service and  
21 be denied per diem, compensation for expenses, office space  
22 facilities, and assistance. Any member convicted of a felony and  
23 sentenced therefor under any federal law or the law of any other  
24 state shall, as of the time of sentencing, be similarly denied such  
25 salary, per diem, expenses, facilities, and assistance if either (a)  
26 such crime would also constitute a crime punishable under the laws of  
27 Washington by death or by imprisonment in a state penal institution,  
28 or (b) the conduct resulting in the conviction and sentencing would  
29 also constitute a crime punishable under the laws of Washington by  
30 death or by imprisonment in a state penal institution.

31       (2) At any time, the house may vote by a constitutional majority  
32 to restore the salary, per diem, expenses, facilities, and assistance  
33 denied a member under subsection (1). If the conviction of a member  
34 is reversed, then the salary, per diem, and expense amounts denied  
35 the member since sentencing shall be forthwith paid, and the member  
36 shall thereafter have the rights and privileges of other members.

#### 37                                       **Smoking**

1       **Rule 28.** Smoking of cigarettes, pipes, or cigars shall not be  
2 permitted at any public meeting of any committee of the house of  
3 representatives or within House facilities.

4       "No smoking" signs shall be posted so as to give notice of this  
5 rule.

#### 6                       **Liquor**

7       **Rule 29.** The House of Representatives shall strictly adhere to  
8 the liquor laws of the state of Washington, including provisions  
9 relating to banquet and special occasion permits. The proper permits  
10 must always be obtained before consumption of liquor in any house  
11 facility.

#### 12                       **Parliamentary Rules**

13       **Rule 30.** The rules of parliamentary practice comprised in Reed's  
14 Parliamentary Rules shall govern all cases in which they are not  
15 inconsistent with the standing rules and orders of the house.

#### 16                       **Standing Rules Amendment**

17       **Rule 31.** Any standing rule may be rescinded or changed by a  
18 majority vote of the members elected: PROVIDED, That the proposed  
19 change or changes be submitted at least one day in advance in writing  
20 to the members together with notice of the consideration thereof. Any  
21 standing rule may be suspended temporarily by a two-thirds (2/3) vote  
22 of the members present except as provided in Rule 10.

#### 23                       **Rules to Apply for Assembly**

24       **Rule 32.** The permanent house rules adopted at the beginning of  
25 the term are to govern all acts of the house during the course of the  
26 term unless amended or repealed.

#### 27                       **Legislative Mailings**

28       **Rule 33.** The House of Representatives directs the house executive  
29 rules committee to adopt procedures and guidelines to ensure that all  
30 legislative mailings at public expense are for legitimate legislative  
31 purposes.

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