

1 NOW, THEREFORE, BE IT RESOLVED, That permanent House Rules for
2 the Sixty-Seventh Legislature be adopted as follows:

3 (~~TEMPORARY~~) RULES OF THE HOUSE OF REPRESENTATIVES
4 SIXTY-SEVENTH LEGISLATURE 2021-2022

5 **HOUSE RULE NO.**

- | | | |
|----|----------------|--|
| 6 | Rule 1 | Definitions |
| 7 | Rule 2 | Chief Clerk to Call to Order |
| 8 | Rule 3 | Election of Officers |
| 9 | Rule 4 | Powers and Duties of the Speaker |
| 10 | Rule 5 | Chief Clerk |
| 11 | Rule 6 | Executive Rules Committee |
| 12 | Rule 7 | Duties of Employees |
| 13 | Rule 8 | Admission to the House |
| 14 | Rule 9 | Absentees and Courtesy |
| 15 | Rule 10 | Bills, Memorials and Resolutions - Introductions |
| 16 | Rule 11 | Reading of Bills |
| 17 | Rule 12 | Amendments |
| 18 | Rule 13 | Final Passage |

1	Rule 14	Hour of Meeting, Roll Call and Quorum
2	Rule 15	Daily Calendar and Order of Business
3	Rule 16	Motions
4	Rule 17	Members Right to Debate
5	Rule 18	Rules of Debate
6	Rule 19	Ending of Debate - Previous Question
7	Rule 20	Voting
8	Rule 21	Reconsideration
9	Rule 22	Call of the House
10	Rule 23	Appeal from Decision of Chair
11	Rule 24	Standing Committees
12	Rule 25	Duties of Committees
13	Rule 26	Standing Committees - Expenses - Subpoena Power
14	Rule 27	Vetoed Bills
15	Rule 28	Suspension of Compensation
16	Rule 29	Smoking
17	Rule 30	Liquor
18	Rule 31	Parliamentary Rules
19	Rule 32	Standing Rules Amendment
20	Rule 33	Rules to Apply for Assembly
21	Rule 34	Legislative Mailings

Definitions

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

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

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

"Committee" means any standing, conference, joint, or select committee as so designated by rule or resolution.

1 "Fiscal committee" means the appropriations, capital budget,
2 finance, and transportation committees.

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

5 **Chief Clerk to Call to Order**

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

9 **Election of Officers**

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

25 **Powers and Duties of the Speaker**

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

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

31 (B) The speaker shall preserve order and decorum, and in case of
32 any disturbance or disorderly conduct within the chamber or
33 legislative area, shall order the sergeant at arms to suppress the

1 same and may order the sergeant at arms to remove any person creating
2 any disturbance within the house chamber or legislative area.

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

8 (D) The speaker shall sign all bills in open session. (Art. II §
9 32)

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

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

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

23 (H) The speaker shall serve as chair of the rules committee and
24 the executive rules committee.

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

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

31 **Chief Clerk**

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

1 The chief clerk shall perform all administrative duties related
2 to the public records obligations of members of the house.

3 The chief clerk shall employ, subject to the approval of the
4 speaker, all other house employees; the hours of duty and assignments
5 of all house employees shall be under the chief clerk's directions
6 and instructions, and they may be dismissed by the chief clerk with
7 the approval of the speaker. The speaker shall sign and the chief
8 clerk shall countersign all payrolls and vouchers for all expenses of
9 the house and appropriately transmit the same. In the event of the
10 chief clerk's death, illness, removal, or inability to act, the
11 speaker may appoint an acting chief clerk who shall exercise the
12 duties and powers of the chief clerk until the chief clerk's
13 successor shall be elected.

14 **Executive Rules Committee**

15 **Rule 6.** The executive rules committee is hereby established to
16 oversee administrative operations of the house. The committee
17 consists of four members of the majority caucus and three members of
18 the minority caucus, to be named by the speaker and minority leader
19 respectively.

20 **Duties of Employees**

21 **Rule 7.** Employees of the house shall perform such duties as are
22 assigned to them by the chief clerk. Under no circumstances shall the
23 compensation of any employee be increased for past services. No house
24 employee shall seek to influence the passage or rejection of proposed
25 legislation.

26 **Admission to the House**

27 **Rule 8.** It shall be the general policy of the house to keep the
28 chamber clear as follows:

29 (A) The sergeant at arms shall admit only the following
30 individuals to the wings and adjacent areas of the house chamber for
31 the period of time beginning one-half hour prior to convening and
32 ending one-half hour following the adjournment of the house's daily
33 session:

34 The governor or designees, or both;

35 Members of the senate;

1 State elected officials;
2 Officers and authorized employees of the legislature;
3 Former members of the house who are not advocating any pending or
4 proposed legislation;
5 Representatives of the press;
6 Other persons with the consent of the speaker.

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

9 (C) Lobbying in the house chamber or in any committee room or
10 lounge room is prohibited when the house or committee is in session
11 unless expressly permitted by the house or committee. Anyone
12 violating this rule will forfeit his or her right to be admitted to
13 the house chamber or any of its committee rooms.

14 **Absentees and Courtesy**

15 **Rule 9.** No member shall be absent from the service of the house
16 without leave from the speaker. When the house is in session, only
17 the speaker shall recognize visitors and former members.

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

19 **Rule 10.** Any member desiring to introduce a bill shall file the
20 same with the chief clerk. Bills filed by 10:00 a.m. shall be
21 introduced at the next daily session, in the order filed: PROVIDED,
22 That if such introduction is within the last ten days of a regular
23 session, it cannot be considered without a direct vote of two-thirds
24 (2/3) of all the members elected to each house with such vote
25 recorded and entered upon the journal. (Art. II § 36)

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

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

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

1 No house bill may be introduced that is identical to any other
2 pending house bill.

3 **Reading of Bills**

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

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

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

25 After the first reading the bill shall be referred to an
26 appropriate committee.

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

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

33 (B) SECOND READING. Upon second reading, the bill number and
34 short title and the last line of the bill shall be read unless a
35 majority of the members present shall demand its reading in full. The
36 bill shall be subject to amendment section by section. No amendment

1 shall be considered by the house until it has been sent to the chief
2 clerk's desk in writing, distributed to the desk of each member, and
3 read by the clerk. All amendments adopted during second reading shall
4 be securely fastened to the original bill. All amendments rejected by
5 the house shall be passed to the minute clerk, and the journal shall
6 show the disposition of such amendments.

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

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

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

19 (E) SUSPENSION CALENDAR. Bills may be placed on the second
20 reading suspension calendar by the rules committee if at least two
21 minority party members of the rules committee join in such motion.
22 Bills on the second reading suspension calendar shall not be subject
23 to amendment or substitution except as recommended in the committee
24 report. When a bill is before the house on the suspension calendar,
25 the question shall be to adopt the committee recommendations and
26 advance the bill to third reading. If the question fails to receive a
27 two-thirds vote of the members present, the bill shall be referred to
28 the rules committee for second reading.

29 (F) HOUSE RESOLUTIONS. House resolutions shall be filed with the
30 chief clerk who shall transmit them to the rules committee. If a
31 rules committee meeting is not scheduled to occur prior to a time
32 necessitated by the purpose of a house resolution, the majority
33 leader and minority leader by agreement may waive transmission to the
34 rules committee to permit consideration of the resolution by the
35 house. The rules committee may adopt house resolutions by a sixty
36 percent majority vote of its entire membership or may, by a majority

1 vote of its members, place them on the motions calendar for
2 consideration by the house. House resolutions are not subject to
3 debate, except for resolutions necessary for the operation of the
4 house, and resolutions commemorating Children's Day, Day of
5 Remembrance, Martin Luther King Jr. Day, National Guard Day, and
6 President's Day.

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

9 **Amendments**

10 **Rule 12.** The right of any member to offer amendments to proposed
11 legislation shall not be limited except as provided in Rule 11(E) and
12 as follows:

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

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

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

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

32 (E) SCOPE AND OBJECT NOT TO BE CHANGED. No amendment to any bill
33 shall be allowed which shall change the scope and object of the bill.
34 This objection may be raised at any time an amendment is under
35 consideration. The speaker may allow the person raising the objection

1 and the mover of the amendment to provide brief arguments as to the
2 merits of the objection. (Art. II § 38)

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

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

10 **Final Passage**

11 **Rule 13.** Rules relating to bills on final passage are as follows:

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

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

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

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

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

30 **Rule 14.** (A) HOUR OF MEETING. The speaker shall call the house to
31 order each day of sitting at 10:00 A.M., unless the house shall have
32 adjourned to some other hour.

33 (B) ROLL CALL AND QUORUM. Before proceeding with business, the
34 roll of the members shall be called and the names of those absent or

1 excused shall be entered on the journal. A majority of all the
2 members elected must be present to constitute a quorum for the
3 transaction of business. In the absence of a quorum, seven members
4 with the speaker, or eight members in the speaker's absence, having
5 chosen a speaker pro tempore, shall be authorized to demand a call of
6 the house and may compel the attendance of absent members in the
7 manner provided in Rule 22(B). For the purpose of determining if a
8 quorum be present, the speaker shall count all members present,
9 whether voting or not. (Art. II § 8)

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

12 **Daily Calendar and Order of Business**

13 **Rule 15.** The rules relating to the daily calendar and order of
14 business are as follows:

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

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

19 Second: Introduction of visiting dignitaries.

20 Third: Messages from the senate, governor, and other state
21 officials.

22 Fourth: Introduction and first reading of bills, memorials, joint
23 resolutions, and concurrent resolutions.

24 Fifth: Committee reports.

25 Sixth: Second reading of bills.

26 Seventh: Third reading of bills.

27 Eighth: Floor resolutions and motions.

28 Ninth: Presentation of petitions, memorials, and remonstrances
29 addressed to the Legislature.

30 Tenth: Introduction of visitors and other business to be
31 considered.

32 Eleventh: Announcements.

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

1 (C) EXCEPTIONS. Exceptions to the order of business are as
2 follows:

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

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

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

10 Motions

11 **Rule 16.** Rules relating to motions are as follows:

12 (A) MOTIONS TO BE ENTERTAINED OR DEBATED. No motion shall be
13 entertained or debated until announced by the speaker and every
14 motion shall be deemed to have been seconded. A motion shall be
15 reduced to writing and read by the clerk, if desired by the speaker
16 or any member, before it shall be debated and by the consent of the
17 house may be withdrawn before amendment or action.

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

21 (1) Privileged motions:

22 Adjourn

23 Adjourn to a time certain

24 Recess to a time certain

25 Reconsider

26 Demand for division

27 Question of privilege

28 Orders of the day

29
30 (2) Subsidiary motions:

31 First rank: Question of consideration

32 Second rank: To lay on the table

1 Third rank: For the previous question
2 Fourth rank: To postpone to a day certain
3 To commit or recommit
4 To postpone indefinitely
5 Fifth rank: To amend
6

7 (3) Incidental motions:

8 Points of order and appeal
9 Method of consideration
10 Suspension of the rules
11 Reading papers
12 Withdraw a motion
13 Division of a question

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

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

24 All incidental motions shall be decided without debate, except
25 that members may speak to points of order and appeal as provided in
26 Rule 23.

27 Motions to adopt house resolutions shall be decided without
28 debate, except as provided in Rule 11(F).

29 A motion for suspension of the rules shall not be debatable
30 except that the mover of the motion may briefly explain the purpose
31 of the motion and one member may briefly state the opposition to the
32 motion.

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

5 **Members Right to Debate**

6 **Rule 17.** The methods by which a member may exercise his or her
7 right to debate are as follows:

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

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

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

25 **Rules of Debate**

26 **Rule 18.** The rules for debate in the house are as follows:

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

31 (B) WITHDRAWAL OF MOTION, BILL, ETC. After a motion is stated by
32 the speaker or a bill, memorial, resolution, petition, or
33 remonstrance is read by the clerk, it shall be deemed to be in

1 possession of the house, but may be withdrawn by consent of the house
2 at any time before decision or amendment.

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

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

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

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

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

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

29 (I) EXCEPTION TO WORDS SPOKEN IN DEBATE. If any member be called
30 to order for words spoken in debate, the person calling the member to
31 order shall repeat the words excepted to and they shall be taken down
32 in writing at the clerk's table. No member shall be held in answer or
33 be subject to the censure of the house for words spoken in debate if
34 any other member has spoken before exception to them shall have been
35 taken.

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

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

12 **Ending of Debate - Previous Question**

13 **Rule 19.** The previous question may be ordered by a two-thirds
14 (2/3) vote of the members present on all recognized motions or
15 amendments which are debatable.

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

17 The previous question shall be put in this form: "Representative
18 _____ demands the previous question. As many as are in favor of
19 ordering the previous question will say 'Aye'; as many as are opposed
20 will say 'No'."

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

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

35 **Voting**

1 **Rule 20.** (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

1 present. A request for a recorded vote must be made before the vote
2 is commenced.

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

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

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

16 **Reconsideration**

17 **Rule 21.** Notice of a motion for reconsideration on the final
18 passage of bills shall be made on the day the vote to be reconsidered
19 was taken and before the house has voted to transmit the bill to the
20 senate.

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

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

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

34 A motion to reconsider can be decided only once when decided in
35 the negative.

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

6	1. Appropriations.	33
7	2. Capital Budget.	23
8	3. Children, Youth & Families.	13
9	4. Civil Rights & Judiciary.	17
10	5. College & Workforce Development.	13
11	6. Commerce & Gaming.	9
12	7. Community & Economic Development.	13
13	8. Consumer Protection & Business.	7
14	9. Education.	13
15	10. Environment & Energy.	13
16	11. Finance.	17
17	12. Health Care & Wellness.	15
18	13. Housing, Human Services & Veterans.	9
19	14. Labor & Workplace Standards.	7
20	15. Local Government.	7
21	16. Public Safety.	13
22	17. Rules.	27
23	18. Rural Development, Agriculture & Natural Resources.	15
24	19. State Government & Tribal Relations.	7
25	20. Transportation.	29

26 Committee members shall be selected by each party's caucus. The
27 majority party caucus shall select all committee chairs.

28 **Duties of Committees**

29 **Rule 25.** House committees shall operate as follows:

30 (A) NOTICE OF COMMITTEE MEETING. The chief clerk shall make
31 public the time, place and subjects to be discussed at committee
32 meetings. All public hearings held by committees shall be scheduled
33 at least five (5) days in advance and shall be given adequate
34 publicity: PROVIDED, That when less than eight (8) days remain for
35 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

1 shall be kept by the chief clerk and shall be available for public
2 inspection.

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

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

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

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

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

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

18 (10) 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 26.** 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.

1 **Vetoed Bills**

2 **Rule 27.** Veto messages of the governor shall be read in the house
3 and entered upon the journal. It shall then be in order to proceed to
4 reconsider the bill, refer it, lay it on the table, or postpone its
5 consideration to a day certain.

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

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

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

17 **Suspension of Compensation**

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

32 (2) At any time, the house may vote by a constitutional majority
33 to restore the salary, per diem, expenses, facilities, and assistance
34 denied a member under subsection (1). If the conviction of a member
35 is reversed, then the salary, per diem, and expense amounts denied

1 the member since sentencing shall be forthwith paid, and the member
2 shall thereafter have the rights and privileges of other members.

3 **Smoking**

4 **Rule 29.** Smoking of cigarettes, pipes, or cigars shall not be
5 permitted at any public meeting of any committee of the house of
6 representatives or within House facilities.

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

9 **Liquor**

10 **Rule 30.** The House of Representatives shall strictly adhere to
11 the liquor laws of the state of Washington, including provisions
12 relating to banquet and special occasion permits. The proper permits
13 must always be obtained before consumption of liquor in any house
14 facility.

15 **Parliamentary Rules**

16 **Rule 31.** The rules of parliamentary practice comprised in Reed's
17 Parliamentary Rules shall govern all cases in which they are not
18 inconsistent with the standing rules and orders of the house.

19 **Standing Rules Amendment**

20 **Rule 32.** Any standing rule may be rescinded or changed by a
21 majority vote of the members elected: PROVIDED, That the proposed
22 change or changes be submitted at least one day in advance in writing
23 to the members together with notice of the consideration thereof. Any
24 standing rule may be suspended temporarily by a two-thirds (2/3) vote
25 of the members present except as provided in Rule 11.

26 **Rules to Apply for Assembly**

27 **Rule 33.** The permanent house rules adopted at the beginning of
28 the term are to govern all acts of the house during the course of the
29 term unless amended or repealed.

30 **Legislative Publications**

31 **Rule 34.** The House of Representatives directs the house executive
32 rules committee to adopt procedures and guidelines to ensure that all
33 legislative publications at public expense are for legitimate
34 legislative purposes.

1 **Appendix to House Rules**

2 The House of Representatives of the sixty-seventh legislature
3 acknowledges that the COVID-19 pandemic requires the adoption of
4 extraordinary rules of procedure that protect the health of members,
5 staff, and the public, and ensure transparency and openness in house
6 proceedings.

7 Pursuant to Article II, section 9 of the state Constitution, the
8 House of Representatives hereby adopts the following Appendix Rules
9 A-1 through A-10 to govern its proceedings during the COVID-19 state
10 of emergency.

11 **Application of Rules**

12 Rule A-1. Reed's Parliamentary Rules and the Rules of the House
13 of Representatives are hereby superseded to the extent they are
14 inconsistent with the rules set forth in this appendix.

15 **Remote Participation and Voting Authorized**

16 Rule A-2. House members shall participate remotely in official
17 house proceedings, including committee meetings and floor sessions,
18 and when doing so, shall be considered present for purposes of a
19 quorum and voting.

20 Members are encouraged to use computers provided by the house to
21 participate in committee meetings and are encouraged to use the
22 virtual background provided by the house in their video display.
23 Members are required to use computers provided by the house to cast
24 votes in remote floor sessions and are required to use the virtual
25 background provided by the house for their video display.

26 Reasonable accommodations provided to a member due to a
27 disability must include provisions necessary to facilitate
28 participation in remote proceedings.

29 **Admittance to House Facilities**

30 Rule A-3. Admittance to house facilities is permitted only as
31 follows:

32 (1) (~~Presiding officers, the minority leader, floor leaders, and~~
33 ~~staff essential to floor operations are permitted in the chamber~~
34 ~~during floor proceedings.~~

1 ~~(2))~~ The speaker, the speaker pro tempore, the deputy speaker
2 pro tempore, the minority leader, the majority floor leader, the
3 minority floor leader, and staff essential to floor operations are
4 permitted in the chamber during floor proceedings.

5 (2) The executive rules committee may authorize additional
6 members to be admitted to the chamber during floor proceedings.

7 (3) Including the above referenced members (~~identified in~~
8 ~~subsection (1) of this rule~~), each caucus may designate 15 members
9 to participate remotely from their assigned legislative offices. Each
10 caucus must prioritize members with technological problems that
11 preclude remote participation.

12 ~~((3))~~ (4) The executive rules committee may authorize
13 additional members of the house to participate remotely from their
14 assigned legislative offices upon a showing that technological
15 problems preclude participation from the member's home or an
16 alternate district location.

17 ~~((4))~~ (5) Staff may access house facilities only with prior
18 approval of the chief clerk.

19 (6) Any person permitted access to house facilities must comply
20 with public health requirements both on and off campus, and any other
21 restriction established by executive rules and/or the chief clerk.

22 (7) The chief clerk shall continue to review public health data
23 and guidance and periodically update the executive rules committee.
24 The executive rules committee may modify provisions relating to
25 admittance to house facilities as conditions warrant.

26 **House Resolutions**

27 Rule A-4. House resolutions are not subject to debate, except for
28 resolutions necessary for the operation of the house, and resolutions
29 commemorating Day of Remembrance, Martin Luther King Jr. Day,
30 President's Day, and National Guard Day(~~and Navy Day~~). Floor
31 debate on commemorative resolutions is limited to 10 minutes for
32 members of the majority caucus and 10 minutes for members of the
33 minority caucus.

34 **Members Right to Debate**

1 Rule A-5. Any member who desires to speak may request to be
2 recognized by use of the request to speak function in the remote
3 floor activity system.

4 No member may speak longer than 10 minutes without consent of the
5 house, PROVIDED, that on and after the fifth day prior to the day of
6 adjournment Sine Die of any session, as determined by Article II,
7 section 12 of the state Constitution or concurrent resolution, and on
8 and after the fifth day prior to the day any bill must be reported
9 from the house as established by concurrent resolution, no member may
10 speak more than three minutes without consent of the house.

11 **Amendments**

12 Rule A-6. To facilitate the orderly consideration of legislation,
13 the speaker, after consultation with the minority leader, may
14 establish a deadline for submission of amendments.

15 **Voting**

16 Rule A-7. The speaker shall divide the house on all motions not
17 requiring a recorded roll call vote. A member is not required to
18 participate in a division vote.

19 All members present in the remote floor proceedings shall vote
20 when the question is put on any motion requiring a recorded roll call
21 vote. Before locking the roll call machine, the (~~presiding officer~~)
22 speaker shall call the name of any member not voting. If a member is
23 unable to vote using the remote voting function, the member may vote
24 orally. If a member is unable to vote using the remote voting
25 function or orally, the rostrum staff shall contact the member by
26 telephone and the member's vote may be taken by telephone to rostrum
27 staff after the member answers security questions to verify the
28 identity of the member. The rostrum staff will announce the vote of
29 the member, which shall be recorded.

30 Any member who was unable to vote using the remote voting
31 function, orally, or by telephone may require reconsideration of the
32 vote on the same day the vote is taken or submit a statement for the
33 journal within 48 hours indicating their intent to vote yea or nay.

34 **Distribution of Materials**

35 Rule A-8. Any requirement to distribute materials to members'
36 desks is satisfied by distribution through electronic means.

1 **Duties of Committees**

2 Rule A-9. Every notice of a committee meeting shall include a web
3 address for information about viewing and providing public testimony
4 at committee meetings in lieu of a physical location.

5 Every member participating remotely in a committee meeting shall
6 be considered present for purposes of quorum and roll call voting.

7 Only such bills as are included on the written notice of a
8 committee meeting may be considered at that meeting.

9 Every report and recommendation shall be made by members of the
10 committee during a regularly called meeting of the committee. No
11 signatures are required.

12 Every vote to report a bill out of committee shall be taken by
13 the yeas and nays, with nays specifying "do not pass" or "without
14 recommendation."

15 A member who is unable to vote on a bill in committee for
16 technical reasons may submit a statement for the bill file indicating
17 their intent to have voted aye, nay-do not pass, or nay-without
18 recommendation. The statement must be submitted to the chief clerk on
19 the same day the vote is taken.

20 A meeting shall be considered open to the public if an alternate
21 and broadly accessible means for the public to view the meeting is
22 available.

23 **Term of Appendix Rules**

24 Rule A-10. The rules in this appendix expire on the termination
25 of the COVID-19 state of emergency, or when rescinded by the
26 executive rules committee, whichever occurs first.

27
28 I hereby certify this to be a true and correct copy of
29 Resolution 4610 adopted by the House of Representatives
30 February 25, 2021
31
32
33
34
35

36 _____
Bernard Dean, Chief Clerk