

HOUSE RESOLUTION NO. 2023-4617, by Representatives Fitzgibbon and Kretz

1 NOW, THEREFORE, BE IT RESOLVED, That (~~temporary~~) permanent
2 House Rules for the Sixty-Eighth Legislature be adopted as follows:

3 (~~TEMPORARY~~) PERMANENT RULES OF THE HOUSE OF REPRESENTATIVES
4 SIXTY-EIGHTH LEGISLATURE 2023-2024

5 **HOUSE RULE NO.**

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Definitions

25 **Rule 1.** (A) "Absent" means an unexcused failure to attend.

26 (B) "Bill" means bill, joint memorial, joint resolution, or
27 concurrent resolution unless the context indicates otherwise.

28 (C) "Committee" means any standing, conference, joint, or select
29 committee as so designated by rule or resolution.

30 (D) "Fiscal committee" means the appropriations, capital budget,
31 finance, and transportation committees.

32 (E) "Sergeant at arms" means the director of house security.

1 (F) "Session" means a constitutional gathering of the house in
2 accordance with Article II, section 12 of the state Constitution.

3 (G) "Term" means the two-year term during which the members as a
4 body may act.

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. (Article II, section 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
34 same and may order the sergeant at arms to remove any person creating
35 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. (Article
7 II, section 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 and
22 the executive rules committee.

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

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

29 **Chief Clerk**

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

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

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

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

9 **Executive Rules Committee**

10 **Rule 6.** The executive rules committee is hereby established to
11 oversee administrative operations of the house. The committee
12 consists of four members of the majority caucus and three members of
13 the minority caucus, to be named by the speaker and minority leader
14 respectively.

15 **Duties of Employees**

16 **Rule 7.** Employees of the house shall perform such duties as are
17 assigned to them by the chief clerk. Under no circumstances shall the
18 compensation of any employee be increased for past services. No house
19 employee shall seek to influence the passage or rejection of proposed
20 legislation.

21 **Admission to the House**

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

24 (A) The sergeant at arms shall admit only the following
25 individuals to the wings and adjacent areas of the house chamber for
26 the period of time beginning one-half hour prior to convening and
27 ending one-half hour following the adjournment of the house's daily
28 session:

29 The governor or designees, or both;
30 Members of the senate;
31 State elected officials;
32 Officers and authorized employees of the legislature;
33 Former members of the house who are not advocating any pending or
34 proposed legislation;
35 Representatives of the press;
36 Other persons with the consent of the speaker.

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

3 (C) Lobbying in the house chamber or in any committee room or
4 lounge room is prohibited when the house or committee is in session
5 unless expressly permitted by the house or committee. Anyone
6 violating this rule will forfeit their right to be admitted to the
7 house chamber or any of its committee rooms.

8 **Absentees and Courtesy**

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

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

13 **Rule 10.** Any member desiring to introduce a bill shall file the
14 same with the chief clerk. Bills filed by 10:00 a.m. shall be
15 introduced at the next daily session, in the order filed: PROVIDED,
16 That if such introduction is within the last ten days of a regular
17 session, it cannot be considered without a direct vote of two-thirds
18 (2/3) of all the members elected to each house with such vote
19 recorded and entered upon the journal. (Article II, section 36)

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

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

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

31 No house bill may be introduced that is identical to any other
32 pending house bill.

33 **Reading of Bills**

34 **Rule 11.** Every bill shall be read on three separate days:
35 PROVIDED, That this rule may be temporarily suspended at any time by
36 a two-thirds (2/3) vote of the members present; and that on and after
37 the fifth day prior to the day of adjournment sine die of any

1 session, as determined pursuant to Article II, section 12 of the
2 state Constitution or concurrent resolution, or on and after the
3 third day prior to the day a bill must be reported from the house as
4 established by concurrent resolution, this rule may be suspended by a
5 majority vote.

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

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

18 After the first reading the bill shall be referred to an
19 appropriate committee.

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

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

26 (B) SECOND READING. Upon second reading, the bill number and
27 short title and the last line of the bill shall be read unless a
28 majority of the members present shall demand its reading in full. The
29 bill shall be subject to amendment section by section. No amendment
30 shall be considered by the house until it has been sent to the chief
31 clerk's desk in writing or electronically, distributed to the desk of
32 each member or made available to each member electronically, and read
33 by the clerk. All amendments adopted during second reading shall be
34 securely fastened to the original bill. All amendments rejected by
35 the house shall be passed to the minute clerk, and the journal shall
36 show the disposition of such amendments.

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

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

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

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

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

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

37 **Amendments**

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

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

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

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

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

23 (E) SCOPE AND OBJECT NOT TO BE CHANGED. No amendment to any bill
24 shall be allowed which shall change the scope and object of the bill.
25 This objection may be raised at any time an amendment is under
26 consideration. The speaker may allow the person raising the objection
27 and the mover of the amendment to provide brief arguments as to the
28 merits of the objection. (Article II, section 38)

29 (F) NO AMENDMENT BY REFERENCE. No act shall ever be revised or
30 amended without being set forth at full length. (Article II, section
31 37)

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

1 (H) DATE AND TIME FOR AMENDMENT SUBMISSION. To facilitate the
2 orderly consideration of proposed legislation, the speaker, after
3 consultation with the minority leader, may establish a date and time
4 for submission of amendments.

5 **Final Passage**

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

7 (A) BUDGET BILLS. No final passage vote may be taken on an
8 operating budget, transportation budget, or capital budget bill until
9 twenty-four (24) hours after the bill is placed on the third reading
10 calendar. The twenty-four (24) hour requirement does not apply to
11 conference reports, which are governed by the Joint Rules of the
12 Senate and the House of Representatives, or to bills placed on the
13 third reading calendar by a two-thirds (2/3) vote of the members
14 present.

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

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

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

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

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

29 (B) ROLL CALL AND QUORUM. Before proceeding with business, the
30 roll of the members shall be called and the names of those absent or
31 excused shall be entered on the journal. A majority of all the
32 members elected must be present to constitute a quorum for the
33 transaction of business. In the absence of a quorum, seven members
34 with the speaker, or eight members in the speaker's absence, having
35 chosen a speaker pro tempore, shall be authorized to demand a call of
36 the house and may compel the attendance of absent members in the
37 manner provided in Rule 23(B). Any member participating remotely in

1 house proceedings as provided in Rule 17 shall be considered present
2 for purposes of a quorum. For the purpose of determining if a quorum
3 be present, the speaker shall count all members present, whether
4 voting or not. (Article II, section 8)

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

7 **Daily Calendar and Order of Business**

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

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

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

14 Second: Introduction of visiting dignitaries.

15 Third: Messages from the senate, governor, and other state
16 officials.

17 Fourth: Introduction and first reading of bills, memorials, joint
18 resolutions, and concurrent resolutions.

19 Fifth: Committee reports.

20 Sixth: Second reading of bills.

21 Seventh: Third reading of bills.

22 Eighth: Floor resolutions and motions.

23 Ninth: Presentation of petitions, memorials, and remonstrances
24 addressed to the Legislature.

25 Tenth: Introduction of visitors and other business to be
26 considered.

27 Eleventh: Announcements.

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

32 (C) EXCEPTIONS. Exceptions to the order of business are as
33 follows:

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

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

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

6 **Motions**

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

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

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

17 (1) Privileged motions:

- 18 Adjourn
- 19 Adjourn to a time certain
- 20 Recess to a time certain
- 21 Reconsider
- 22 Demand for division
- 23 Question of privilege
- 24 Orders of the day

25
26 (2) Subsidiary motions:

- 27 First rank: Question of consideration
- 28 Second rank: To lay on the table
- 29 Third rank: For the previous question
- 30 Fourth rank: To postpone to a day certain
- 31 To commit or recommit
- 32 To postpone indefinitely
- 33 Fifth rank: To amend

- 1 (3) Incidental motions:
- 2 Points of order and appeal
- 3 Method of consideration
- 4 Suspension of the rules
- 5 Reading papers
- 6 Withdraw a motion
- 7 Division of a question

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

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

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

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

23 A motion for suspension of the rules shall not be debatable
24 except that the mover of the motion may briefly explain the purpose
25 of the motion and one member may briefly state the opposition to the
26 motion.

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

31 **Remote Participation and Voting Permitted Upon Authorization**

32 **Rule 17.** The majority leader and minority leader or their
33 designees may authorize members of their respective caucuses to
34 participate remotely in official house proceedings, including
35 committee meetings and floor sessions, upon the request of a member
36 who is experiencing a medical condition or illness that prevents in-

1 person participation. Once authorized, any member participating
2 remotely shall be considered present for purposes of a quorum and
3 voting. Members participating remotely shall use the computer and
4 virtual background provided by the house during all committee
5 meetings and floor proceedings. The majority leader and minority
6 leader or their designees shall determine when the member's
7 authorization to participate remotely ends.

8 **Members' Right to Debate**

9 **Rule 18.** The methods by which a member may exercise their right
10 to debate are as follows:

11 (A) RECOGNITION OF MEMBER. When any member desires to speak in
12 debate or deliver any matter to the house, the member shall rise and
13 respectfully address the speaker and pause until recognized. Any
14 member participating remotely in house proceedings as provided in
15 Rule 17 who desires to speak may request to be recognized by use of
16 the request to speak button in the remote floor activity system.

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

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

31 **Rules of Debate**

32 **Rule 19.** The rules for debate in the house are as follows:

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

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

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

9 (D) DISTRIBUTION OF MATERIALS. Any materials of any nature
10 distributed to the members' desks on the floor shall be subject to
11 approval by the speaker and shall bear the name of at least one
12 member granted permission for the distribution. Any member
13 participating remotely as provided in Rule 17 who wishes to
14 distribute materials subject to the speaker's approval may do so
15 electronically. All materials approved for distribution shall be
16 provided electronically to members participating remotely to the
17 extent practicable. This shall not apply to materials normally
18 distributed by the chief clerk.

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

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

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

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

1 (I) EXCEPTION TO WORDS SPOKEN IN DEBATE. If any member be called
2 to order for words spoken in debate, the person calling the member to
3 order shall repeat the words excepted to and they shall be taken down
4 in writing at the clerk's table. No member shall be held in answer or
5 be subject to the censure of the house for words spoken in debate if
6 any other member has spoken before exception to them shall have been
7 taken.

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

15 If the decision be in favor of the member called to order, the
16 member shall be at liberty to proceed; if otherwise, and the case
17 shall require it, the member shall be liable to the censure of the
18 house.

19 **Ending of Debate - Previous Question**

20 **Rule 20.** The previous question may be ordered by a two-thirds
21 (2/3) vote of the members present on all recognized motions or
22 amendments which are debatable.

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

24 The previous question shall be put in this form: "Representative
25 _____ demands the previous question. As many as are in favor of
26 ordering the previous question will say 'Aye'; as many as are opposed
27 will say 'No'."

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

37 If an adjournment is had after the previous question is ordered,
38 the motion or proposition on which the previous question was ordered

1 shall be put to the house immediately following the approval of the
2 journal on the next working day, thus making the main question
3 privileged over all other business, whether new or unfinished.

4 **Voting**

5 **Rule 21.** (A) PUTTING OF QUESTION. The speaker shall put the
6 question in the following form: "The question before the house is
7 (state the question). As many as are in favor say 'Aye'; and after
8 the affirmative vote is expressed, "as many as are opposed say 'No'."

9 (B) ALL MEMBERS TO VOTE. Except as provided in subsection (G),
10 every member who was in the house or participating remotely in house
11 proceedings as provided in Rule 17 when the question was put shall
12 vote unless, for special reasons, excused by the house.

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

18 (C) COUNT OF THE HOUSE. Upon a division and count of the house on
19 the question, only members at their desks within the bar of the house
20 or participating remotely in house proceedings as provided in Rule 17
21 shall be counted.

22 (D) CHANGE OF VOTE. When the electric roll call machine is used,
23 no member shall be allowed to vote or change a vote after the speaker
24 has locked the roll call machine. When an oral roll call is taken, no
25 member shall be allowed to vote or change a vote after the result has
26 been announced.

27 (E) PRIVATE INTEREST. No member shall vote on any question which
28 affects that member privately and particularly. A member who has a
29 private interest in any bill or measure proposed or pending before
30 the legislature shall disclose the fact to the house of which he is a
31 member, and shall not vote thereon. (Article II, section 30)

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

35 (G) MOTIONS NOT REQUIRING A RECORDED ROLL CALL VOTE. Members in
36 the house and members participating remotely in house proceedings as
37 provided in Rule 17 may vote on any motion not requiring a recorded

1 roll call vote, including when the house divides. Members
2 participating remotely may vote using the remote floor activity
3 system.

4 (H) INABILITY TO VOTE USING REMOTE VOTING FUNCTION. A member
5 participating remotely in house proceedings as provided in Rule 17
6 who is unable to vote using the remote voting function on any motion
7 requiring a recorded roll call vote may vote orally. If a member is
8 unable to vote using the remote voting function or orally, the
9 rostrum staff shall contact the member by telephone and the member's
10 vote may be taken by telephone to rostrum staff after the member
11 answers security questions to verify the identity of the member. The
12 rostrum staff will announce the vote of the member, which shall be
13 recorded.

14 (I) YEAS AND NAYS - RECORDED VOTES. Upon the final passage of any
15 bill, the vote shall be taken by yeas and nays and shall be recorded
16 by the electric voting system: PROVIDED, HOWEVER, That an oral roll
17 call shall be ordered when demanded by one-sixth (1/6) of the members
18 present. (Article II, section 21)

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

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

25 (J) TIE VOTE, QUESTION LOSES. In case of an equal division, the
26 question shall be lost.

27 (K) DIVISION. If the speaker is in doubt, or if division is
28 called for by any member, the house shall divide.

29 (L) STATEMENT FOR JOURNAL. A member whose recorded vote does not
30 accurately reflect their intent may submit a written statement for
31 the journal clarifying their intent to vote aye or nay. The statement
32 must be submitted to the chief clerk on the same day the vote is
33 taken. A member who is excused for one or more days of recorded votes
34 may submit a written statement for the journal explaining the reason
35 for their absence. The statement may not exceed 50 words and must be
36 submitted to the chief clerk on the same day the member returns. A
37 member participating remotely in house proceedings as provided in
38 Rule 17 who was unable to vote using the remote voting function,

1 orally, or by telephone may submit a statement for the journal within
2 48 hours indicating their intent to vote yea or nay.

3 **Reconsideration**

4 **Rule 22.** Notice of a motion for reconsideration on the final
5 passage of bills shall be made on the day the vote to be reconsidered
6 was taken and before the house has voted to transmit the bill to the
7 senate.

8 Reconsideration of the votes on the final passage of bills must
9 be taken on the next working day after such vote was taken: PROVIDED,
10 That on and after the fifth day prior to the day of adjournment sine
11 die of any session, as determined pursuant to Article II, section 12
12 of the state Constitution, or concurrent resolution, or on and after
13 the third day prior to the day a bill must be reported from the house
14 as established by concurrent resolution, then reconsideration of
15 votes on the final passage of bills must be taken on the same day as
16 the original vote was taken: AND PROVIDED FURTHER, That any member
17 participating remotely in house proceedings as provided in Rule 17
18 who was unable to vote using the remote voting function, orally, or
19 by telephone may require reconsideration of the vote on the final
20 passage of bills the same day the vote is taken.

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

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

25 A motion to reconsider can be decided only once when decided in
26 the negative.

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

30 **Call of the House**

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

34 (A) DOORS TO BE CLOSED. When call of the house has been ordered,
35 the sergeant at arms shall close and lock the doors, and no member
36 shall be allowed to leave the chamber: PROVIDED, That the rules
37 committee shall be allowed to meet, upon request of the speaker,
38 while the house stands at ease: AND PROVIDED FURTHER, That the

1 speaker may permit members to use such portions of the fourth floor
2 as may be properly secured.

3 (B) SERGEANT AT ARMS TO BRING IN THE ABSENTEES. The clerk shall
4 immediately call a roll of the members and note the absentees, whose
5 names shall be read and entered upon the journal in such manner as to
6 show who are excused and who are absent without leave. A member
7 authorized to participate remotely in house proceedings as provided
8 in Rule 17 who is visible at the time of the roll call through the
9 remote floor activity system shall not be considered absent or absent
10 without leave.

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

15 (C) HOUSE UNDER CALL. While the house is under a call, no
16 business shall be transacted except to receive and act on the report
17 of the sergeant at arms; and no other motion shall be in order except
18 a motion to proceed with business under the call of the house, a
19 motion to excuse absentees, or a motion to dispense with the call of
20 the house. The motion to proceed with business under the call of the
21 house and the motion to excuse absent members shall not be adopted
22 unless a majority of the members elected vote in favor thereof. The
23 motion to dispense with the call of the house may be adopted by a
24 majority of the members present.

25 **Appeal from Decision of Chair**

26 **Rule 24.** The decision of the chair may be appealed from by any
27 member, on which appeal no member shall speak more than once unless
28 by leave of the house. In all cases of appeal, the question shall be:
29 "Shall the decision of the chair stand as the judgment of the house?"

30 **Standing Committees**

31 **Rule 25.** The standing committees of the house and the number of
32 members that shall serve on each committee shall be as follows:

- 33 1. Agriculture & Natural Resources. 11
- 34 2. Appropriations. 31
- 35 3. Capital Budget. 29
- 36 4. Civil Rights & Judiciary. 11
- 37 5. Community Safety, Justice, & Reentry. 9

1	6. Consumer Protection & Business.	13
2	7. Education.	15
3	8. Environment & Energy.	15
4	9. Finance.	13
5	10. Health Care & Wellness.	17
6	11. Housing.	13
7	12. Human Services, Youth, & Early Learning.	11
8	13. Innovation, Community & Economic Development, &	
9	Veterans.	15
10	14. Labor & Workplace Standards.	9
11	15. Local Government.	7
12	16. Postsecondary Education & Workforce.	15
13	17. Regulated Substances & Gaming.	11
14	18. Rules.	24
15	19. State Government & Tribal Relations.	7
16	20. Transportation.	29

17 Committee members shall be selected by each party's caucus. The
18 majority party caucus shall select all committee chairs. "Committee
19 chair" includes committee cochair((s)).

20 **Duties of Committees**

21 **Rule 26.** House committees shall operate as follows:

22 (A) NOTICE OF COMMITTEE MEETING. The chief clerk shall make
23 public the time, place and subjects to be discussed at committee
24 meetings. All public hearings held by committees shall be scheduled
25 with at least five (5) days' notice, including the day of notice and
26 day of hearing, and shall be given adequate publicity: PROVIDED, That
27 when less than eight (8) days remain for action on a bill, the
28 Speaker may authorize a reduction of the five-day notice period when
29 required by the circumstances, including but not limited to the time
30 remaining for action on the bill, the nature of the subject, and the
31 number of prior hearings on the subject.

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

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

36 (D) DUTIES OF STANDING COMMITTEES.

1 (1) Only such bills as are included on the written notice of a
2 committee meeting may be considered at that meeting.

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

9 Majority recommendations of a committee can only be "do pass,"
10 "do pass as amended," or that "the substitute bill be substituted
11 therefor and that the substitute bill do pass."

12 (3) Members of the committee not concurring in the majority
13 report may make a written minority report containing a recommendation
14 of "do not pass" or "without recommendation," which shall be joined
15 by those members of the committee subscribing thereto, and submitted
16 with the majority report.

17 (4) Every recommendation and report shall be made by members of
18 the committee during the regularly called meeting of the committee.
19 No signatures are required.

20 (5) All committee reports shall be spread upon the journal. The
21 journal of the house shall contain an exact copy of all committee
22 reports, together with the names of the members joining in the
23 majority and minority recommendations contained in such reports.

24 (6) Every vote to report a bill out of committee shall be taken
25 by the yeas and nays, with the nays specifying "do not pass" or
26 "without recommendation," and the names of the members voting for and
27 against, as well as the names of members absent, shall be recorded on
28 the committee report. Any member may call for a recorded vote, which
29 shall include the names of absent members, on any substantive
30 question before the committee. A copy of all recorded committee votes
31 shall be kept by the chief clerk and shall be available for public
32 inspection.

33 (7) A member participating remotely in house proceedings as
34 provided in Rule 17 who is unable to vote on a bill in committee for
35 technical reasons may submit a statement for the bill file indicating
36 their intent to have voted yea, nay-do not pass, or nay-without
37 recommendation. The statement must be submitted to the chief clerk on
38 the same day the vote is taken.

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

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

5 (10) 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 (11) 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 (12) Insofar as practicable, testimony in public hearings should
17 be balanced between those in support of and in opposition to proposed
18 legislation, with consideration given to providing an opportunity for
19 members of the public to testify within available time.

20 **Standing Committees - Expenses - Subpoena Power**

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

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

35 **Vetoed Bills**

36 **Rule 28.** Veto messages of the governor shall be read in the house
37 and entered upon the journal. It shall then be in order to proceed to

1 reconsider the bill, refer it, lay it on the table, or postpone its
2 consideration to a day certain.

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

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

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

14 **Suspension of Compensation**

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

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

35 **Smoking and Vaping**

36 **Rule 30.** To provide a safe and healthy environment for all
37 members, employees, and the public, smoking and vaping shall not be
38 permitted at any public meeting of the House of Representatives or

1 within house facilities. Smoking includes the lighting of cigarettes,
2 pipes, or cigars. Vaping includes the use of electronic nicotine
3 delivery systems or electronic smoking devices such as e-cigarettes,
4 e-pipes, or e-cigars.

5 **Liquor**

6 **Rule 31.** The House of Representatives shall strictly adhere to
7 the liquor laws of the state of Washington, including provisions
8 relating to banquet and special occasion permits. The proper permits
9 must always be obtained before consumption of liquor in any house
10 facility.

11 **Parliamentary Rules**

12 **Rule 32.** The rules of parliamentary practice comprised in Reed's
13 Parliamentary Rules shall govern all cases in which they are not
14 inconsistent with the standing rules and orders of the house.

15 **Standing Rules Amendment**

16 **Rule 33.** Any standing rule may be rescinded or changed by a
17 majority vote of the members elected: PROVIDED, That the proposed
18 change or changes be submitted at least one day in advance in writing
19 to the members together with notice of the consideration thereof. Any
20 standing rule may be suspended temporarily by a two-thirds (2/3) vote
21 of the members present except as provided in Rule 11.

22 **Rules to Apply for Assembly**

23 **Rule 34.** The permanent house rules adopted at the beginning of
24 the term are to govern all acts of the house during the course of the
25 term unless amended or repealed.

26 **Legislative Publications**

27 **Rule 35.** The House of Representatives directs the house executive
28 rules committee to adopt procedures and guidelines to ensure that all
29 legislative publications at public expense are for legitimate
30 legislative purposes.

31 **Emergency Resolution Authorized**

32 **Rule 36.** If the executive rules committee determines through a
33 majority vote that physically convening all members and staff in a
34 single location presents a danger to the health or safety of members,
35 staff, and the public or is impractical because of an emergency,
36 disaster, or catastrophic incident under RCW 42.14.010, the house

1 shall adopt a resolution establishing the rules and procedures
2 governing any special or regular legislative session. For purposes of
3 adopting the house resolution required by this rule, some or all
4 members may vote using the remote voting function or other process
5 established by the chief clerk. Members are considered in attendance
6 within the bar of the house when using the remote floor activity
7 system or following the established process, including for purposes
8 of establishing quorum. To the extent practicable, a member
9 participating remotely or otherwise under this rule has the same
10 privileges, rights, and responsibilities under the house rules as if
11 the member were physically present.

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