

2017-18 LEGISLATIVE SESSION

RULES OF THE COMMITTEE ON VETERANS AFFAIRS

Senator Richard Roth, Chairman

Except as otherwise provided in the Standing Rules of the Senate, these rules shall govern the Senate Veterans Affairs Committee during the 2017-18 Legislative Session:

OFFICERS

- (a) The Officers of the Committee shall be a Chair, Vice Chair, and Committee Assistant.
- (b) The Chair shall preside at meetings when present except when the committee is considering a bill of which he or she is the sole author or the lead author. Whenever the Chair is not presiding, the Vice Chair shall assume the duties of the Chair. In the absence of both, a member designated by the Chair shall preside.
- (c) The Committee Assistant shall keep a complete record of the meetings and actions taken by the Committee. Bills and other measures favorably acted upon shall be reported to the Senate as expeditiously as the reports can be prepared.

MEETINGS

- (d) The Committee shall meet in regular session on the second and fourth Tuesdays of the month at 1:30 p.m. in the Rose Ann Vuich hearing room (2040) as designated by the Rules Committee. Adjourned meetings or special meetings shall be held at the time fixed in the adjourning motion, or on the call of the Chair for the special meeting.
- (e) A special meeting may be called by the Chair, with the approval of the Committee on Rules, by giving reasonable notice to all members of the Committee either in writing or by telephone, specifying the purpose of the meeting, the time and place thereof, and the matters to be considered at the meeting. Notice of hearing of bills as required by subdivision (a) of Joint Rule 62 may also be given in the Daily File. A matter may not be considered at the special meeting unless specified in the notice.

A special meeting should be scheduled so as to permit as many members of the Committee as possible to attend without conflict with other scheduled committee meetings.

QUORUM

- (f) A majority of the membership of the Committee shall constitute a quorum. A vote of a majority of the membership of the Committee shall be required to report a bill out of committee, to table a bill, remove it from the table and reconsider a vote on a bill.
- (g) Action may not be taken on any measure outside of a duly constituted committee meeting.

CALENDAR

(h) The Chair shall set the hearings of bills and arrange the calendar for Committee hearings. Notice of hearing of any bill shall be given the author and other persons requiring notice. A bill may not be considered in the absence of the author without his or her consent, except that a bill may be presented by the author's representative who is authorized in writing.

(i) A committee or subcommittee thereof, by a majority vote of the membership of the committee, may meet in executive session for any purpose authorized by Section 9029 of the Government Code. Otherwise, all meetings shall be open and public.

(j) The Chair shall direct the order of presentation of the arguments for and against matters for consideration by the Committee, and shall permit questions to be asked by the various members of the Committee in an orderly fashion and in keeping with proper decorum. Speakers pro and con will be limited to five minutes per side. Any exceptions will be at the pleasure of the committee.

BILL REFERRAL

(l) A bill may not be set for hearing, nor may any notice thereof be published, by a Senate committee until the bill has been referred to the Committee by the Committee on Rules.

BILL SETS

(m) **A BILL MAY BE SET** for hearing THREE TIMES ONLY. If the Committee postpones a hearing it is not counted as being set. If the Committee adopts amendments other than those offered by the author and orders the bill reprinted prior to its further consideration, the hearing shall not be counted as the final time a bill may be set. Any measure which has been set three times is subsequently ineligible for hearing.

(n) Bills with no opposition may be placed on a Committee **CONSENT CALENDAR** prior to the hearing. This consent calendar shall be made available to the public prior to the hearing. If a Committee member objects to a bill being placed on the consent calendar, that bill will be removed and heard as a regular agenda item.

(o) The Committee Assistant will forward a background worksheet in electronic format to the authors of bills referred to the Committee. The Chair may withhold setting of a bill for hearing until the completed background worksheet is returned in electronic format to the Committee (i.e., the worksheet contains all requested information regarding facts, demonstration of the need for the bill, background, etc.).

AMENDMENTS

(p) An author may make minor or technical **AMENDMENTS** to a bill at any time prior to or during a hearing. Substantive amendments, however, must be submitted to the Committee Assistant as follows:

- (1) 15 copies of the amendment in addition to the original signed by the author. (These will be standard instruction amendments in RN format as provided by Legislative Counsel to your office.)
- (2) One copy of the amendments in in-context format as provided by Legislative Counsel to your office. (Reflects how the bill will look if the amendments are adopted.)
- (3) Six copies of the bill in its current in-print format.
- (4) All the above provided in one package to the Committee Assistant no later than noon, eight days prior to the committee hearing at which the bill has been set.

Should the Committee meet at a time other than its regularly scheduled day, the Chair will announce the due date for amendments. The Chair has sole discretion in ruling on whether an amendment is "substantive" pursuant to this rule.

ANALYSES

(k) A copy of Committee analyses will be sent to the bills' authors and to members of the Committee prior to its general distribution to the public.

VOTING

(s) Voting on the disposition of bills shall be by roll call vote only. All roll call votes taken in Committee shall be recorded by the Committee Assistant. Bills favorably acted upon shall be reported to the Senate as expeditiously as the reports can be prepared.

The provisions of this rule shall not apply to:

- (1) Procedural motions which do not have the effect of disposing of a bill.
- (2) Withdrawal of a bill from a committee calendar at the request of an author.
- (3) Return of bills to the Senate, where the bills have to been voted on by the committee.
- (4) The assignment of bills to committee.

CALLS

(q) A roll call vote on motion to amend shall be reported only if the motion carries or when requested by a member of the committee or by the author of the bill under consideration.

(r) On the Chair's own initiative, or at the request of any member of the Committee, the Chair shall order a call. When a bill is on call, a member may vote on the bill only when the call is lifted. However, when a bill has already received a majority vote of the Committee membership, or has failed passage, a member shall be allowed to add his or her vote to the

roll, provided that his or her vote will not affect the passage or failure of the bill. Under no circumstances shall a member be allowed to add his or her vote to any bill after the Committee has been officially adjourned.

RECONSIDERATION

(t) Further consideration of a bill that has been voted out of a committee or defeated, shall be by reconsideration only, as follows:

1. A motion to reconsider a vote by which a bill is voted out shall be in order, and shall be voted upon at the same meeting. If the motion is carried by a vote of a majority of the membership of the Committee, the bill may be considered at that meeting, provided the author is present, or at a subsequent meeting.

2. The procedure for reconsideration of a bill that has been defeated shall conform to the requirements subdivision (a) of Joint Rule 62. Any bill as to which reconsideration has been granted pursuant to this paragraph, may not be heard again until a subsequent meeting of the Committee, after being calendared in the Daily File.

TABLED BILL

(u) Any bill, which has been laid on the table and is removed from the table at a later meeting may not be heard again until a subsequent meeting of the committee, after being calendared in the Daily File and after notice.

SUBCOMMITTEES

(v) The Chair may appoint, with the permission of the Committee on Rules, subcommittees of one or more members to consider and recommend to the full Committee action on such matters as may be assigned to the subcommittee for consideration from time to time by the Chair. The Chair may assign and reassign members of, and matters to, the various subcommittees. The recommendation of a subcommittee may be accepted by a vote of a majority of the members of the Committee.

OTHER RULES

(w) In all cases not provided for by this rule, the Senate Rules, and Joint Rules of the Senate and Assembly, or statute, the authority shall be the latest edition of Mason's Manual.

(x) The Committee may adopt additional rules that are not in conflict with Rule 21.5 or other rules.

(y) A vote of a majority of the membership of a standing committee shall be required to report a Bill, Constitutional Amendment, Concurrent Resolution, or Joint Resolution out of Committee. A vote of a majority of all members of a standing committee who are present and voting shall be required to pass a Senate Resolution out of committee.

(z) Accredited press representatives may not be excluded from any public legislative meeting or hearing, and may not be prohibited from taking photographs of, televising, or recording the committee or house hearings, subject to the following conditions:

(1) This rule extends to all public legislative meetings.

(2) Lights may be used only when cameras are filming and, when possible, proceedings in hearing rooms and the chamber shall be filmed without lights.

(3) Every effort should be made to set up filming equipment before hearings or sessions begin.

(4) The committee chair or the Committee on Rules shall be notified, as far in advance of the proceeding as possible, that recordings and television cameras will be present and filming.

(5) To the extent practical, flash cameras shall not be used.

(6) Photographs shall be taken in an orderly and expeditious manner so as to cause the least possible inconvenience to the committee or to the Members in the chamber.

However, the chair of a committee may request any person to relocate or remove any object, or discontinue the use of any equipment, that is situated or used in a manner so as to disrupt the proceedings or to create a potential danger to, or substantially obstruct the view of, members of the committee or the public.

In case any person fails to respond to a request of the chair to relocate, remove, or discontinue the use of the objects or equipment, the committee may, by majority vote, require it.

Adopted by the Senate Veterans Affairs Committee _____.

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