

Legislative Council adopted Legislative Staff Generated Rules Proposals
(10/29/2024)

Proposal #	Potential Rule Change	Existing Rule Impacted	Issue Raised	Proposed Change PRE-EDIT
1 - Joint Rules	JR 10-70 - Update the language regarding telephone calls and internet access.	JR 10 -70 PD34 - Page 3, line 28; Page 4, lines 1, 5, 6	Senate Staff identified potential rule change.	<p>Need to review language for proposed updates.</p> <p>10-70. Telephone calls and internet access. (1) Long-distance telephone calls made by a member on a <u>Use of a state telephone</u> while the Legislature is in session or while the member is in travel status are considered official legislative business. These include but are not limited to calls made to constituencies, places of business, and family members. A member's access to the internet through a permissible server is a proper use of the state communication system if the use is for legislative business or is within the scope of permissible use of long-distance telephone calls <u>a state telephone</u>.</p> <p>(2) Session staff, including aides, may use state telephones for long-distance calls only if specifically authorized to do so by their legislative sponsor or supervisor. Sponsoring members and supervisors are accountable for use of state telephones and internet access by their staff, including aides, and may not authorize others to use state phones or state servers to access the internet.</p>

<p>2 - Joint Rules</p>	<p>JR 10-100 - Update language to reflect what actually is occurring regarding LSD services and certification of payroll.</p>	<p>JR 10-100 PD 34 - page 5, lines 2, 4</p>	<p>Senate & House Staff identified potential rule change.</p>	<p>10-100. Legislative Services Division. (1) The staff of the Legislative Services Division shall serve both houses as required.</p> <p>(2) Staff members shall:</p> <p>(a) maintain personnel files for legislative employees; and</p> <p>(b) prepare payrolls for certification and authorization by the presiding officer and prepare a monthly financial report.</p> <p>(3) The Legislative Services Division shall train journal clerks <u>rostrum staff</u> for both houses.</p>
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3-Joint Rules	JR10-130 (8)(b) - Clarify the rule to conform with the Senate rules (S40-30) regarding removal of a cosponsor in the Senate.	JR10-130 (8)(b) PD34- Page 7, lines 7, 8, 11, 12, and 14	Senate Staff identified potential rule change.	<p>10-130. Bills -- sponsorship -- style -- format.</p> <p>(8) (a) Prior <u>Within two days from the date that the chief sponsor signs and accepts legislation from the legislative services division and prior to submitting legislation to the Secretary of the Senate or the Chief Clerk of the House for introduction, the chief sponsor may add representatives and senators as cosponsors. A legislator shall sign the cosponsor form attached to the legislation in order to be added as a cosponsor.</u></p> <p>(b) (i) After <u>Except as provided in subsection (8)(b)(ii), after legislation is submitted for introduction but before the legislation returns from the first House or Senate house committee, the chief sponsor may add or remove cosponsors by filing a cosponsor form with the Secretary of the Senate or the Chief Clerk of the House.</u></p> <p><u>(ii) A Senate chief sponsor may not remove a cosponsor.</u></p>
4- Joint Rules	JR 10-150 - replace "minutes" with "audio recording log"	JR 10-150(4) PD34- Page 8, lines 10 - 13	Senate and House Staff identified potential rule change.	<p>10-150. Recording and publication of voting.</p> <p>(4) Roll call votes and other votes that are to be made public but are not specifically required to be spread upon the journal must be entered in the minutes <u>audio recording log</u> of the appropriate committee or of the appropriate house (Montana Constitution, Art. V, Sec. 11(2)). A copy of the minutes must be filed with the Montana Historical Society. If electronically recorded minutes are kept for a committee, a written <u>The official record of a committee meeting is the audio recording of the meeting and the audio recording log must also be kept that includes but is not limited to: (a) the date, time, and place of the meeting; (b) a list of the individual members of the public body, agency, or organization who were in attendance; (c) all matters proposed, discussed, or decided; and (d) at the request of any member, a record of votes by individual members for any votes taken.</u></p>

5-Joint Rules	JR10-170 - Clarify that the Senate and House Journals are also authenticated by the Secretary of the Senate and the Chief Clerk of the House	JR10-170 PD34 - Page 8, lines 25-27	Senate and House Staff identified potential rule change.	<p>10-170. Journals -- authentication -- availability. (1) The journal of the Senate must be authenticated by the signature of the President <u>and the Secretary of the Senate</u> and the journal of the House of Representatives must be authenticated by the signature of the Speaker <u>and the Chief Clerk of the House</u>.</p> <p>(2) The Legislative Services Division shall make the completed journals <u>electronically</u> available to the public.</p>
6-Joint Rules	JR 30-30 - replace "minutes" with "audio recording log"	JR 30-30 PD34 - Page 10, line 16	Senate and House Staff identified potential rule change.	<p>30-30. Conference committees -- subject matter restrictions.</p> <p>(4) A meeting of a conference committee or free conference committee must be conducted as an open meeting, and <u>minutes an audio recording log</u> of the meeting must be kept. Committees are encouraged to provide at least 24 hours' notice to members of the committee and the public. A committee shall conduct a hearing with the opportunity for public comment for the purpose of commenting on proposed amendments or potential amendments to the bill.</p>
7-Joint Rules	JR40-95 - remove the requirement that amendments must be emailed to members of a standing committee before executive action.	JR40-95 PD34- Page 21, lines 10-12	Senate and House Staff identified potential rule change.	<p>40-95. Amendment processing. (1) Amendments to bills and resolutions are drafted by Legislative Services Division staff.</p> <p>(2) All amendments must be reviewed by the staff of the Legislative Services Division for proper format, style, and legal form.</p> <p>(3) Amendments requested and approved by a legislator on a bill that has been assigned to a session standing committee must be emailed to members of the committee prior to executive action on the bill.</p> <p>(4) (3) Amendments requested and approved by a legislator on a bill that is in committee or is scheduled for second reading in the Committee of the Whole must be posted online.</p>

8- Joint Rules	JR 40-110 - replace LSD and LFD with House and Senate	JR 40-110 PD 34- Page 24, line 1	Senate and House Staff identified potential rule change.	40-110. Sponsor's fiscal note rebuttal. (4) The Legislative Services Division or the Legislative Fiscal Division <u>House and the Senate</u> shall provide forms for preparation of sponsors' fiscal note rebuttals and shall post the completed sponsors' fiscal note rebuttals online and may also print the completed sponsors' fiscal note rebuttal forms on a different color paper than the fiscal notes prepared by the Budget Director.
9-Joint Rules	JR40-150 - change the requirement that copies the engrossed bill be distributed to members electronically to being available electronically.	JR40-150(1)&(2) PD 34- Page 25, lines 3 & 5	Senate and House Staff identified potential rule change.	40-150. Engrossing. (1) When a bill has been reported favorably by Committee of the Whole of the house in which it originated and the report has been adopted, the bill must be engrossed if the bill is amended. Committee of the Whole amendments must be included in the engrossed bill. If the bill is not amended, the bill must be sent to printing. The bill must be placed on the calendar <u>agenda</u> for third reading on the legislative day after receipt. (2) Copies of the engrossed bill must be distributed <u>available</u> to members electronically. If also printed, the engrossed bill must be reproduced on blue paper. If a bill is unamended by the Committee of the Whole and contains no clerical errors, it is not required to be reprinted. If printed, only the first sheet must be reproduced on blue paper, with the remainder of the text incorporated by reference to the preceding version of the entire bill.

<p>10- Joint Rules</p>	<p>JR 40-200 -Clarify transmittal deadline for general Joint Resolutions</p>	<p>JR 40-200(1) PD34 - Page 27, lines13-14, 19, 21</p>	<p>LSD legal staff identified potential rule change.</p>	<p>40-200. Transmittal deadlines -- two-thirds vote requirement. (1)</p> <p>(a) A bill or amendment transmitted after the deadline established in this subsection (1) may be considered by the receiving house only upon approval of two-thirds of its members present and voting. If the receiving house does not so vote, the bill or amendment must be held pending in the house to which it was transmitted.</p> <p>(b) (i) A bill, except for an appropriation bill, a revenue bill, a bill proposing a referendum, an interim study resolution, <u>a general joint resolution</u> or amendments considered by joint committee, must be transmitted from one house to the other on or before the 45th legislative day.</p> <p>(ii) Amendments, except to appropriation bills, committee bills implementing the general appropriations bill, the revenue estimating resolution, interim study resolutions, bills proposing referenda, <u>joint resolutions</u>, and revenue bills, must be transmitted from one house to the other on or before the 73rd legislative day.</p> <p>(c) (i) Revenue bills, and bills proposing referenda, <u>and general joint resolutions</u> must be transmitted to the other house on or before the 67th legislative day.</p> <p>(ii) Amendments to revenue bills, and bills proposing referenda, <u>and general joint resolutions</u>, received from the other house, must be transmitted to the house of origin on or before the 80th legislative day.</p> <p>(iii) A revenue bill is one that either increases or decreases revenue by enacting, eliminating, increasing, or decreasing taxes or fees.</p> <p>(d) (i) Appropriation bills and any bill implementing provisions of a general appropriation bill must be transmitted to the Senate on or before the 67th legislative day. A fund transfer within the state treasury is not an appropriation for purposes of this section.</p> <p>(ii) Senate amendments to appropriation bills must be transmitted by the Senate to the House on or before the 80th legislative day.</p> <p>(2) (a) A joint resolution introduced pursuant to 5-5-227, MCA, for the purpose of estimating revenue available for appropriation by the Legislature must be transmitted to the Senate no later than the 60th legislative day.</p>
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11- Joint Rules	JR60-10 - replace "minutes" with "audio recording log"	JR60-10 PD34 - Page 30 - line 24	Senate and House Staff identified potential rule change.	<p>60-10. Suspension of joint rule -- change in rules. (1) A joint rule may be repealed, amended, or adopted only with the concurrence of both houses. A motion or a joint rule resolution to repeal, amend, or adopt a joint rule must be referred to the Rules Committee. A joint rule may be repealed, amended, or adopted only with the concurrence of a majority of the members voting in both houses. (2) A joint rule governing the procedure for handling bills may be temporarily suspended by the consent of two-thirds of the members of either house, insofar as it applies to the house suspending it. (3) Any Rules Committee report recommending a change in the joint rules must be referred to the other house. Any new rule or any change in the rules of either house must be transmitted to the other house for informational purposes. (4) Upon adoption of any change, the Secretary of the Senate and the Chief Clerk of the House of Representatives shall provide the office of the Legislative Services Division: (a) one copy of all motions or resolutions amending Senate, House, or joint rules; and (b) <u>electronic copies of all minutes audio recording logs and reports of the Rules Committees.</u></p>
1-Senate Rules	S10-20 - clarify that this rule may not be construed to mean that short-time session staff will be full-time employees during the session.	S10-20 PD32- Page 1, lines 16-17	Senate Staff identified potential rule change.	<p>S10-20. Term of officers. The term of office for the officers and employees of the Senate established by rule is until the succeeding Legislature is organized. This rule may not be construed to mean the <u>that short-time session</u> staff will be full-time employees during an interim.</p>

2-Senate Rules	S10-50 - clarify presiding officer duties	S10-50 PD32- Page 2, lines 12-13	Senate Staff identified potential rule change.	<p>S10-50. Presiding officer and duties. (1) The presiding officer of the Senate is the President of the Senate, who must be chosen in accordance with law.</p> <p>(2) The President shall take the chair on every legislative day at the hour to which the Senate adjourned at the last sitting.</p> <p>(3) The President may name a Senator to perform the duties of the President when the President pro tempore is not present in the Senate chamber. The Senator who is named is vested during that time with all the powers of the President.</p> <p>(4) The President has general control over the assignment of rooms for the Senate and shall preserve order and decorum. The President may order the galleries and lobbies cleared in case of disturbance or disorderly conduct.</p> <p>(5) The President shall sign or electronically authenticate all necessary certifications of the Senate, including enrolled bills and resolutions, journals, <u>and</u> subpoenas, and payrolls. The President's signature or electronic authentication must be attested by the Secretary of the Senate.</p> <p>(6) The President shall approve the calendar for each legislative day.</p> <p>(7) The President is the chief administrative officer of the Senate, with authority for the general supervision of all Senate employees. The President may seek the advice and counsel of the Legislative Administration Committee.</p> <p>(8) The President of the Senate is the authorized approving authority of the Senate during the term of election to that office.</p> <p>(9) The President shall refer bills to committee upon introduction or reception in the office of the Secretary of the Senate.</p>
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<p>3-Senate Rules</p>	<p>S10-80, S10-130 - delete this rule, The Legislative Administrative Committee has not been involved in the duties listed in this rule. Replace "minutes" with "audio recording log"</p>	<p>S10-80 S10-130 PD32 - Page 3, lines5-16 Page 4, lines18-19, 20-21</p>	<p>Senate Staff identified potential rule change.</p>	<p>S10-80. Legislative Administration Committee duties. (1) The Legislative Administration Committee shall consider matters relating to legislative administration, staffing patterns, budgets, equipment, operations, and expenditures.</p> <p>(2) The committee has authority to act in the interim to prepare for future legislative sessions.</p> <p>(3) The committee shall approve contracts for purchase or lease of equipment and supplies for the Senate, subject to the approval of the President.</p> <p>(4) The committee shall consider disputes or complaints involving the competency or decorum of legislative employees referred to it by the President and recommend dismissal, suspension, or retention of employees.</p> <p>(5) The chair of the Legislative Administration Committee may, upon approval of the President, have purchase orders and requisitions prepared and forwarded to the accounting office in the Legislative Services Division.</p> <p>S10-130. Senate employees. (1) In addition to the employees appointed by the President, the Senate shall employ staff recommended by the leadership and the Legislative Administration Committee as necessary to perform the functions of the Senate.</p> <p>(2) The Secretary of the Senate shall designate a secretary to take and prepare written minutes <u>electronic audio records logs</u> of committee meetings for each standing committee. A committee secretary is immediately responsible to the chair, but shall work under the overall direction of the Secretary of the Senate, subject to authority of the committee chair. (3) The President, majority leader, and minority leader may each appoint a private secretary.</p>
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4 -Senate Rules	S10-140 - eliminate duty of the Secretary of the Senate to serve as parliamentary advisor to the Senate. This role is fulfilled by a Senator (usually the majority leader).	S10-140 PD 32 - Page 4, line 28 through page 5, line 6.	Senate Staff identified potential rule change.	<p>S10-140. Secretary of the Senate and duties. The Secretary of the Senate works under the direction of the President. The responsibilities of the Secretary of the Senate include:</p> <p>(1) performing the duties prescribed by law or other provisions of these rules;</p> <p>(2) serving as parliamentary advisor to the Senate;</p> <p>(3) <u>(2)</u> compiling and maintaining the calendar for approval by the President;</p> <p>(4) <u>(3)</u> keeping the leadership informed on the progress and workload of the Senate;</p> <p>(5) <u>(4)</u> transmitting bills with appropriate messages to the House of Representatives as instructed by action of the Senate;</p> <p>(6) <u>(5)</u> keeping and maintaining records of the Senate; and</p> <p>(7) <u>(6)</u> supervision of the Senate employees, except as otherwise provided.</p>
5-Senate Rules	S10-170- update the Senate Journal rules.	S10-170 PD32 - Page 5, line 22.	Senate Staff identified potential rule change.	<p>S10-170. Senate journal. (1) The Senate shall keep and authenticate a journal of its proceedings as required by law and the rules.</p> <p>(2) The Secretary of the Senate will supervise the preparation of the journal by the journal clerks trained by the Legislative Services Division under the direction of the President.</p>

6-Senate Rules	S30-50 -clarify chair duties.	S30-50 PD32- Page 10, lines 5, 8-12	Senate Staff identified potential rule change.	<p>S30-50. Chair's duties. (1) The chair of a committee is the presiding officer of that committee and is responsible for:</p> <p>(a) maintaining order within the committee room and its environs;</p> <p>(b) scheduling hearings and executive action;</p> <p>(c) supervising committee work, including the appointment of subcommittees to act on a formal or informal basis; and</p> <p>(d) authenticating committee reports by signing them and submitting them promptly to the Secretary of the Senate. The chair shall sign business reports reflecting action taken in each committee meeting that enable the preparation of committee minutes <u>audio recording log</u>. The minutes must be printed on archival paper; and</p> <p>(e) <u>enforce fire code occupancy requirements.</u></p> <p>(2) The Secretary of the Senate shall arrange to have the minutes <u>audio recording log</u> copied in an electronic format. An electronic copy will be provided to the Legislative Services Division and the State Law Library of Montana. The archival paper copy must be delivered to the Montana Historical Society.</p>
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7-Senate Rules	S30-60, clarify meeting rule requirements, eliminate address requirement in the minutes	S30-60 PD32 - Page 10, line 13 Page 11, lines 11-13, 16	Senate Staff identified potential rule change.	<p>S30-60. Meetings -- notice -- purpose -- minutes <u>audio recording log</u>. (1) All meetings of committees must be open to the public at all times, subject always to the power and authority of the chair to maintain safety, order, and decorum. The date, time, and place of committee meetings must be announced.</p> <p>(8) All meetings of committees must be recorded and the minutes <u>audio recording log</u> must be available to the public within a reasonable time after the meeting. The official record <u>of the committee meeting is the audio recording of the meeting and the audio recording log</u> must contain at least the following information:</p> <ul style="list-style-type: none"> (a) the time and place of each meeting of the committee; (b) committee members physically or remotely present, excused, or absent; (c) the names and addresses of persons appearing before the committee, whom each represents, and whether the person is a proponent, opponent, or other witness; (d) all motions and their disposition; (e) the results of all votes; and (f) all testimony and exhibits.
8 - Senate Rules	S30-70 - replace "minutes" with "audio recording log"	S30-100 PD32 - Page 12, line 25	Senate staff identified issue.	<p>S30-70. Procedures -- member privileges.</p> <p>(8) The vote of each member on all committee actions must be recorded and reported in the committee minutes <u>audio recording log</u>. All motions may be adopted only on the affirmative vote of a majority of the members voting.</p>

9-Senate Rules	S30-100 - eliminate obsolete language regarding "pairs".	S30-100 PD32 - Page 14, lines 10-13	Senate Staff identified potential rule change.	S30-100. Pairs prohibited absentee <u>Absentee</u> or proxy voting. Pairs in standing committee are prohibited. Standing and select committees may by a majority vote of the committee authorize Senators to vote in absentia. Authorization for absentee or proxy voting must be reflected in the committee minutes <u>audio recording log</u> .
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10-Senate Rules	S50-20 - eliminate the reversion to Order of Business #1 for a recess.	S50-20 PD32 - Page 18, lines 5-7	Senate Staff identified potential rule change.	<p>S50-20. Orders of business. After prayer, roll call, and report on the journal, the order of business of the Senate is as follows:</p> <ol style="list-style-type: none"> (1) communications and petitions; (2) reports of standing committees; (3) reports of select committees; (4) messages from the Governor; (5) messages from the House of Representatives; (6) first reading and commitment of bills; (7) second reading of bills (Committee of the Whole); (8) third reading of bills; (9) motions; (10) unfinished business; (11) special orders of the day; and (12) announcement of committee meetings. <p>To revert to or pass to a new order of business requires only a majority vote. Unless otherwise specified in the motion to recess, the Senate shall revert to Order of Business No. 1 when reconvening after a recess.</p>
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1- House Rules	H10-20 clarify that the Speaker does not certify the payroll.	H10-20 PD33 - Page 2, line 9.	House Staff identified potential rule change.	<p>H10-20. Speaker's duties. (1) The Speaker is the presiding officer of the House, with authority for administration, order, decorum, and the interpretation and enforcement of rules in all House deliberations.</p> <p>(2) The Speaker shall see that all members conduct themselves in a civil manner in accordance with accepted standards of parliamentary conduct. The Speaker may, when necessary, order the Sergeant-at-Arms to clear the aisles and seat the members of the House so that business may be conducted in an orderly manner.</p> <p>(3) Signs, placards, visual displays, or other objects of a similar nature are not permitted in the rooms, lobby, gallery, or on the floor of the House. The Speaker may order the galleries, lobbies, or hallway cleared in case of disturbance or disorderly conduct.</p> <p>(4) The Speaker shall sign all necessary certifications by the House, including enrolled bills and resolutions, journals, <u>and</u> subpoenas, and payrolls.</p>
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2- House Rules	H10-100 - clarify and eliminate certain minute requirements.	H10-100 PD33- Page 4, lines 7-8, 10-11	House Staff identified potential rule change.	<p>H10-100. Chief Clerk's duties. The Chief Clerk, under the supervision of the Speaker, is the chief administrative officer of the House and is responsible to:</p> <p>(1) supervise all House employees;</p> <p>(2) have custody of all records and documents of the House;</p> <p>(3) supervise the handling of legislation in the House, the House journal, and other House publications; deliver to the Secretary of State at the close of each session the House journal, bill and resolution records, and all original House bills and joint resolutions; collect minutes <u>audio recording logs</u> and exhibits from all House committees and subcommittees and arrange to have them printed on archival paper and copied <u>provide</u> in an electronic format within a reasonable time after each meeting. An electronic copy will be provided to the Legislative Services Division and the State Law Library of Montana. The archival paper copy will be delivered to the Montana Historical Society.</p>
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<p>3 - House Rules</p>	<p>H20-20 - eliminate seconded by two representatives on an appeal of a questions of order and privilege.</p>	<p>H20-20 PD33 - Page 6, line 22</p>	<p>House Staff identified potential rule change.</p>	<p>H20-20. Questions of order and privilege -- appeal -- restrictions -- definitions. (1) The Speaker shall decide all questions of order and privilege and decisions of recognition, subject to an appeal by any representative, seconded by two representatives, to the House for determination by majority vote. The question on appeal is, "Shall the decision of the chairman be sustained?".</p> <p>(2) Responses to parliamentary inquiries may not be appealed.</p> <p>(3) Questions of order and privilege, in order of precedence, are:</p> <p>(a) those affecting the collective rights, safety, dignity, and integrity of the House; and</p> <p>(b) those affecting the rights, reputation, and conduct of individual representatives.</p> <p>(4) A member may not address the House on a question of privilege between the time:</p> <p>(a) an undebatable motion is offered and the vote is taken on the motion;</p> <p>(b) the previous question is ordered and the vote is taken on the proposition included under the previous question; or</p> <p>(c) a motion to lay on the table is offered and the vote is taken on the motion.</p> <p>(5) (a) "Parliamentary inquiry" means a request for information regarding some procedure concerning some questions before the house.</p> <p>(b) "Questions of order and privilege" means those questions as provided for in subsection (3) that enforce the House rules, maintain the order of the House, and protect the integrity, rights, and privileges of the House and its members.</p>
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<p>4- House Rules</p>	<p>H20-80 - eliminate seconded by two representatives on an appeal of a call of order.</p>	<p>H20-80 PD33- Page 8, lines 5-6</p>	<p>House Staff identified potential rule change.</p>	<p>H20-80. Violation of rules -- procedure -- appeal. (1) If a member, in speaking or otherwise, violates the rules of the House, the Speaker shall, or the majority or minority leader may, call the member to order, in which case the member called to order must be seated immediately.</p> <p>(2) The member called to order may move for an appeal to the House and if the motion is seconded by two members, the <u>The</u> matter must be submitted to the House for determination by majority vote. The motion is nondebatable.</p> <p>(3) If the decision of the House is in favor of the member called to order, the member may proceed. If the decision is against the member, the member may not proceed.</p> <p>(4) If a member is called to order, the matter may be referred to the Rules Committee by the minority or majority leader. The Committee may recommend to the House that the member be censured or be subject to other action. Censure consists of an official public reprimand of a member for inappropriate behavior. The House shall act upon the recommendation of the Committee.</p>
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<p>4 - House Rules</p>	<p>H30-20 - include enforcement of fire code occupancy requirements in Chairman's duties.</p>	<p>H30-20 PD33- Page 11, lines 17, 20, 22.</p>	<p>House Staff identified potential rule change.</p>	<p>H30-20. Chairman's duties. (1) The principal duties of the chairman of standing or select committees are to:</p> <ul style="list-style-type: none"> (a) preside over meetings of the committee and to put all questions; (b) except as provided in H30-40(3)(b) and H30-50(3)(b), schedule all bills assigned to committee for a hearing prior to 3 legislative days before the applicable transmittal deadline for the bill as provided in Joint Rule 40-200; (c) maintain order and decide all questions of order subject to appeal to the committee; (d) supervise and direct staff of the committee; (e) have the committee secretary keep the official record of the minutes <u>audio recording log</u>; (f) sign reports of the committee and submit them promptly to the Chief Clerk; (g) appoint subcommittees to perform on a formal or an informal basis as provided in subsection (2); and (h) inform the Speaker of committee activity; <u>and</u> (i) <u>enforce fire code occupancy requirements.</u> <p>(2) With the exception of the House Appropriations subcommittees, a subcommittee of a standing committee may be appointed by the chairman of the committee. The chairman of the standing committee shall appoint the chairman of the subcommittee.</p>
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5 - House Rules	H30-40 - clarify meeting rule requirements,	H30-40 PD33- Page 12, lines 4, 12, 26-28.	House Staff identified potential rule change.	<p>H30-40. Meetings -- purpose -- notice -- minutes <u>audio recording log</u>. (1) All meetings of committees must be open to the public at all times, subject always to the power and authority of the chairman to maintain safety, order, and decorum. The date, time, and place of committee meetings must be posted.</p> <p>(2) A committee or subcommittee may be assembled for:</p> <p>(a) a public hearing at which testimony is to be heard and at which official action may be taken on bills, resolutions, or other matters;</p> <p>(b) a formal meeting at which the committees may discuss and take official action on bills, resolutions, or other matters without testimony; or</p> <p>(c) a work session <u>meeting</u> at which the committee may discuss bills, resolutions, or other matters but take no formal action.</p> <p>(3) (a) All committees meet at the call of the chairman or upon the request of a majority of the members of the committee.</p> <p>(b) A committee, through motion, may schedule a bill within the possession of the committee for a hearing prior to 3 legislative days before the applicable transmittal deadline for the bill as provided in Joint Rule 40-200.</p> <p>(4) All committees shall provide for and give public notice, reasonably calculated to give actual notice to interested persons, of the time, place, and subject matter of regular and special meetings. All committees are encouraged to provide at least 3 legislative days' notice to members of committees and the general public. However, a meeting may be held upon notice appropriate to the circumstances, including meeting transmittal deadlines.</p>
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6- House Rules	H30-40(6) - clarify meeting minutes requirements, eliminate address requirement in the minutes	H30-40(6) PD33- Page 13, lines 4, 8-9. Page 14, line 21	House Staff identified potential rule change.	<p>H30-40. Meetings -- purpose -- notice -- minutes <u>audio recording log</u>. (6) All meetings of committees must be recorded and the minutes <u>audio recording logs</u> must be available to the public within a reasonable time after the meeting. The official record <u>of the committee meeting is the audio recording of the meeting and the audio recording log</u> must contain at least the following information:</p> <p>(a) the time and place of each meeting of the committee;</p> <p>(b) committee members present, excused, or absent;</p> <p>(c) the names and addresses of persons appearing before the committee, whom each represents, and whether the person is a proponent, opponent, or other witness;</p> <p>(d) all motions and their disposition;</p> <p>(e) the results of all votes;</p> <p>(f) references to the <u>audio recording log</u>, sufficient to serve as an index to the original recording <u>and official record</u>; and</p> <p>(g) testimony and exhibits submitted in writing.</p>
7- House Rules	H30-50 replace "minutes" with "audio recording log"	H30-50(9) PD33- Page 14, line 21	House Staff identified potential rule change.	<p>H30-50. Procedures -- absentee or proxy voting -- member privileges.(9) The vote of each member on all committee actions must be recorded. All motions may be adopted only on the affirmative vote of a majority of the members voting. Standing and select committees may by a majority vote of the committee authorize members to vote by proxy if absent, while engaged in other legislative business or when excused by the presiding officer of the committee due to illness or an emergency. Authorization for absentee or proxy voting must be reflected in the committee minutes. <u>audio recording log</u></p>

8 - House Rules	Rule revision of the House Ethics Committee Process	S30-160, No similar House Rule PD33- Page 16, lines 8-28	LSD legal staff identified potential rule change.	<p>New House Rule:</p> <p>H -XX Ethics Committee. (1) The Ethics Committee shall meet only upon the call of the chair after the referral of an issue from the Rules Committee or the Legislator Conduct Panel or to consider a request for a determination pursuant to subsection (4). The Rules Committee may be convened to consider the referral of a matter to the Ethics Committee upon the request of a Representative. The Rules Committee shall prepare a written statement of the specific question or issue to be addressed by the Ethics Committee. Except for a referral from the Legislative Conduct Panel, the issues referred to the Ethics Committee must be related to the actions of a Representative during a legislative session.</p> <p>(2) The matters that may be referred to the Ethics Committee are:</p> <p>(a) a violation of:</p> <p>(i) 2-2-103;</p> <p>(ii) 2-2-104;</p> <p>(iii) 2-2-111;</p> <p>(iv) 2-2-112; or</p> <p>(v) Joint Rule 10-85:</p> <p>(b) the use or threatened use of a Representative's position for personal or personal business benefit or advantage; or</p> <p>(c) any other violation of law by a Representative while acting in the capacity of Representative.</p> <p>(3) If there is a recommendation from the Ethics Committee, the recommendation is made to the House.</p> <p>(4) A Representative may seek a determination from the Ethics Committee concerning the possibility of a personal conflict of interest.</p> <p>See Ethics Committee statutory provisions below.</p>
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9 - House Rules	H40-30 - clarify the cosponsor rule.	H40-30 PD33- Page 17, lines 14-15	House Staff identified potential rule change.	<p>H40-30. Cosponsors. (1) <u>Prior</u> <u>Within two days from the date that chief sponsor's signs and accepts legislation from the legislative services division and prior</u> to submitting legislation to the Chief Clerk for introduction, the chief sponsor may add representatives and senators as cosponsors. A legislator shall sign the cosponsor form attached to the legislation in order to be added as a cosponsor.</p> <p>(2) After legislation is submitted for introduction but before the legislation returns from the first House committee, the chief sponsor may add or remove cosponsors by filing a cosponsor form with the Chief Clerk. This filing must be noted by the Chief Clerk for the record on Order of Business No. 10.</p>
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