

HOUSE COMMITTEE SUBSTITUTE
FOR
HOUSE RESOLUTION NO. 7
RULES OF THE HOUSE OF REPRESENTATIVES
103RD GENERAL ASSEMBLY

TIME OF MEETING

2

3 Rule 1. The time of meeting by the House, unless otherwise
4 ordered, shall be 10:00 a.m.

5

ORDER OF BUSINESS

6

7 Rule 2. (1) *Administrative Order of Business.* The first of each
8 day, after the House is called to order, shall be employed as
9 follows unless otherwise ordered by the House:

10 (a) Introduction of petitions, memorials, remonstrances, and
11 resolutions.

12 (b) Introduction and first reading of House Joint
13 Resolutions.

14 (c) Introduction and first reading of House Bills.

15 (d) First reading of Senate Joint Resolutions and Bills.

16 (e) Second reading of House Bills, Joint Resolutions, and
17 Concurrent Resolutions.

18 (f) Second reading of Senate Bills, Joint Resolutions, and
19 Concurrent Resolutions.

- 20 (g) Reports of regular standing committees.
- 21 (h) Reports of special standing committees.
- 22 (i) Messages from the Senate.
- 23 (2) *Regular Order of Business.* At the close of the
24 administrative order of business, the Speaker or any member may
25 call for the regular order of business. The administrative order
26 of business may be dispensed with by unanimous consent of the House
27 at any time. The regular order of business shall be employed as
28 follows unless otherwise ordered by the House:
- 29 (a) Prayer.
- 30 (b) Pledge of Allegiance to the American Flag.
- 31 (c) Reading and approval of the Journal of the previous day's
32 session.
- 33 (d) Bills, reports, and other business on the table.
- 34 (e) House Joint Resolutions to be perfected and printed.
- 35 (f) House Bills to be perfected and printed.
- 36 (g) Third reading of House Joint Resolutions and Concurrent
37 Resolutions.
- 38 (h) Third reading of House Bills.
- 39 (i) Messages from the Senate.
- 40 (j) Third reading of Senate Joint Resolutions and Concurrent
41 Resolutions.
- 42 (k) Third reading of Senate Bills.
- 43 (l) Adoption of petitions, memorials, remonstrances, and
44 resolutions.
- 45 (m) Reports of subcommittees.
- 46 (n) Such other orders of business as deemed necessary

47 pursuant to law.

48 HEADINGS ON HOUSE CALENDAR

49

50 Rule 3. The House may keep calendars for organizational purposes
51 and to facilitate the consideration of legislation. Calendars may
52 be created as deemed necessary by the Speaker.

53 FIRST AND SECOND READING OF BILLS

54

55 Rule 4. A bill shall be read the first time by journal entry of the
56 title of the bill on the legislative day of its filing. It shall be
57 second read on the following legislative day by journal entry of
58 the title of the bill. The reading of a bill by its title shall be
59 deemed sufficient reading unless the further reading be called
60 for. If the further reading be called for and no objection made,
61 the bill shall be read at length; if, however, objection be made,
62 the question shall be determined by the majority of the members
63 present.

64 ORDERS OF THE DAY

65

66 Rule 5. Upon recess or adjournment, the Majority Floor Leader
67 shall advise the entire membership of the business anticipated to
68 be conducted during the remainder of the legislative day and during
69 the next legislative day.

70 ELECTION OF OFFICERS

71 GENERALLY

Election; Oath; Compensation

72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96
97

Rule 6. The House shall elect the following officers at the commencement of the first regular session of each general assembly: its presiding officer, who shall be called Speaker of the House, a Speaker Pro Tem, a Chief Clerk, a Sergeant-at-Arms, a Doorkeeper, and a Chaplain, who shall hold office during all sessions until the convening of the succeeding General Assembly, unless sooner removed by a vote of the majority of the members. Each shall receive such compensation as may be provided for by law. Each shall take an oath to support the Constitution of the United States and of this State and to faithfully demean himself or herself in office and to keep the secrets of the House. Such oath shall be administered to the Speaker and Speaker Pro Tem by a Judge of the Supreme Court, Court of Appeals, or a Circuit Court and by the Speaker to the other officers. All other officers of the House shall be appointed by, and serve at the pleasure of, the Speaker and receive such compensation as provided by law.

SPEAKER

Speaker to Call Members to Order

Rule 7. The Speaker shall take the chair at the hour to which the House has been adjourned and immediately call the members to order and, on the appearance of a quorum, shall cause the Journal of the preceding day to be read unless otherwise ordered by the House, which may then be corrected by the House.

98 Parliamentary Rulings; Referral to Parliamentary Committee

99

100 Rule 8. Parliamentary rulings may be made only by the Speaker or
101 the Speaker Pro Tem. At his or her option or at the request from a
102 member of the Parliamentary Committee, he or she may refer points
103 of order to the Parliamentary Committee for an advisory opinion.
104 In the absence of the Speaker or the Speaker Pro Tem, rulings shall
105 be made by a parliamentary committee. The Committee on
106 Parliamentary Procedure shall be composed of the Speaker, the
107 Majority Floor Leader, and the Minority Floor Leader or their
108 member designees. No member who is temporarily in the chair may
109 rule on points of order, except the Speaker or Speaker Pro Tem,
110 until and unless the Parliamentary Committee has been called and
111 ruled. It shall be the duty of the temporary Speaker to call such
112 Parliamentary Committee at the time the point of order is raised
113 and before any discussion on such point of order takes place. It
114 shall be at the Speaker's discretion whether members may speak on
115 points of order. The Speaker or the Speaker Pro Tem may take
116 points of order under advisement; provided that, he or she rules on
117 the point of order before any other motion to amend is entertained.

118 Speaker May Speak on Points of Order

119

120 Rule 9. The Speaker may speak on points of order in preference to
121 any other member, arising from his or her seat for that purpose,
122 and shall decide questions of order, subject to an appeal to the
123 House. No member shall inquire of another member nor debate with
124 other members on points of order but shall address his or her

125 remarks only to the chair.

126 Appeal from a Ruling of the Chair

127

128 Rule 10. Should there be an appeal from any ruling of the chair,
129 the question, "Shall the chair be sustained?" shall be immediately
130 put and determined before the House proceeds to other business.

131 Speaker Has General Supervision of Hall

132

133 Rule 11. The Speaker shall have general direction and supervision
134 of the House and shall preserve decorum and order in the Hall.

135 Supervision of House Employees

136

137 Rule 12. The Speaker shall have general supervision and control
138 over all employees of the House. The Speaker may hire special
139 counsel to assist committees in extraordinary circumstances. The
140 Speaker may make a temporary appointment to fill a vacancy in the
141 office of the Chief Clerk until such time as the House adopts a
142 resolution to fill the vacancy on a permanent basis.

143 Speaker May Substitute Member to Perform Duties

144

145 Rule 13. The Speaker may substitute any member to perform the
146 duties of the chair if the Speaker Pro Tem is absent or otherwise
147 engaged.

148 Speaker Shall Sign Bills

149

150 Rule 14. The Speaker shall sign all bills, and perform all other

151 duties in relation thereto, as required by the Constitution. He or
152 she shall also sign all joint resolutions and addresses; and all
153 writs, warrants, and subpoenas issued by order of the House shall
154 be under his or her hand, attested by the Chief Clerk.

155 Speaker May Clear Hall

156
157 Rule 15. In case of disturbance or disorderly conduct in the
158 lobbies or galleries, the Speaker, temporary Speaker, or Chair of
159 the Committee of the Whole House shall have power to order the same
160 cleared. He or she shall not, however, have the power to remove
161 members from the floor of the House, except by a majority vote of
162 those present.

163 Manner of Putting Questions

164
165 Rule 16. The Speaker shall rise to state and put questions.
166 Questions shall be in the following form: "All those in favor (if
167 by electronic roll call) vote 'Aye'. All those opposed (if by
168 electronic roll call) vote 'No'". If by voice vote say "Aye" or
169 "No". If the Speaker doubts on a voice vote, voting shall be
170 ordered by electronic device. The Speaker may require a recorded
171 vote on any motion.

172 OTHER OFFICERS

173 Speaker Pro Tem

174
175 Rule 17. The Speaker Pro Tem shall perform the duties of Speaker
176 during the sickness or absence of the Speaker, except while some

177 member is discharging such duties as a substitute under Rule 13.

178 Chief Clerk

179

180 Rule 18. It shall be the duty of the Chief Clerk to serve also as
181 Chief Administrator of the House and to attend the House during its
182 sittings. The Chief Clerk, under the direction of the Speaker,
183 shall prepare and keep the House Journal and seasonably record the
184 proceedings of the House; keep regular files of House papers;
185 attest all writs, warrants, and subpoenas issued by order of the
186 House; keep an account of all fines imposed by the House; maintain
187 a record of the members' attendance; keep an account of the
188 traveling and expense allowances of all the members; transmit to
189 the Senate messages, communications, copies, and documents of the
190 House; keep a docket of proceedings on all bills, resolutions, and
191 acts; and execute the commands of the House from time to time. The
192 Assistant Chief Clerk shall perform the duties of the Chief Clerk
193 in his or her sickness or absence, or upon the Chief Clerk's
194 resignation.

195 Sergeant-at-Arms; Doorkeeper; Chaplain

196

197 Rule 19. (1) *Sergeant-at-arms*. It shall be the duty of the
198 Sergeant-at-Arms to attend the House during its sittings; to
199 execute the commands of the House from time to time, together with
200 such process issued by authority thereof as shall be directed to
201 him or her by the Speaker; and to oversee the security of the areas
202 within the capitol under the control of the House of

203 Representatives. He or she shall preserve order during committee
204 hearings and in the galleries and lobby and control entry into the
205 Hall and onto the floor during the session of the House. The
206 sergeant-at-arms shall have all powers granted to law enforcement
207 officers in this state to apprehend and arrest persons for
208 violations of Article III, Section 18 of the Constitution of
209 Missouri, and may carry firearms when necessary for the proper
210 discharge of his or her duties. The sergeant-at-arms may employ
211 additional staff to assist him or her in the performance of his or
212 her duties. The sergeant-at-arms and any such additional
213 employees shall maintain a valid peace officer license for the
214 duration of their employment.

215 (2) *Doorkeeper.* It shall be the duty of the Doorkeeper,
216 subject to the orders of the Speaker, to attend the sittings of the
217 House. The Doorkeeper shall allow no person to come or remain
218 within the Hall or galleries except as are admitted by the rules or
219 orders of the House. He or she shall execute the commands of the
220 Speaker in relation to his or her duties and shall obey such other
221 orders as may be made by the House.

222 (3) *Chaplain.* It shall be the duty of the Chaplain, or a
223 member, former member, or employee of the House, as designated by
224 the Speaker, to attend at the commencement of each day's sitting of
225 the House, to open the sessions thereof with a prayer, visit any
226 member who may be sick, and to preach in the Hall of the House of
227 Representatives whenever requested by a vote of the House.

228 Employees

229

230 Rule 20. The House may employ, and the Speaker appoint, such
231 employees as are necessary to perform the duties of the House. No
232 person shall be initially hired by the House who is related to any
233 member of the House within the fourth degree, by consanguinity or
234 by affinity.

235 COMMITTEES

236 By Whom Appointed; Composition of Membership

237

238 Rule 21. (1) All regular standing, select, conference, interim,
239 and statutory committees shall be appointed by the Speaker who,
240 when appointing a committee, shall designate a member thereof as
241 chair, designate another member as vice chair, and designate the
242 total number of members to serve on each committee, except the
243 minority members of each regular standing committee shall be
244 appointed by the Minority Floor Leader. The vice chair or a
245 designee of the chair shall preside at all committee meetings in
246 the absence of the chair.

247 (2) The Speaker of the House, the Speaker Pro Tem, the
248 Majority Floor Leader, the Assistant Majority Floor Leader, the
249 Majority Whip, the Minority Floor Leader, the Assistant Minority
250 Floor Leader, and the Minority Whip shall be ex-officio members of
251 all committees of the House, the chair and the vice chair of the
252 Committee on Budget and one member of the committee designated by
253 the Minority Floor Leader shall be ex-officio members of all
254 subcommittees of the Committee on Budget, and the chair of each
255 regular and special standing committee shall be an ex-officio

256 member of each subcommittee of such regular or special standing
257 committee for the purpose of a quorum and inquiry but shall have no
258 vote unless they are duly appointed members of the committee.

259 (3) The membership of all regular standing committees and all
260 other committees and commissions, unless otherwise provided by the
261 act or resolution creating them, shall be composed as nearly as may
262 be, of majority and minority party members in the same proportion
263 as the number of majority and minority party members in the House
264 bears to the total elected membership of the House, except for the
265 Ethics Committee. The Ethics Committee shall consist of an equal
266 number of members from the majority and minority party.

267 (4) The Speaker may appoint such special standing committees
268 as he or she deems necessary. Any special standing committee shall
269 have the authority and duties of a regular standing committee if so
270 designated by the Speaker. The Minority Floor Leader may make
271 recommendations to the Speaker regarding minority membership of
272 special standing committees.

273 (5) The Speaker may dissolve or discharge the members of any
274 conference, interim, or special standing committee at any time and
275 reappoint the members thereof.

276 Time of Sitting

277

278 Rule 22. No committee shall meet except during those times so
279 designated by the Speaker. No committee shall sit during the
280 session of the House without leave of the House, except for during
281 the administrative order of business.

282 The Regular Standing Committees Enumerated

283

284 Rule 23. The regular standing committees of the House shall be as
285 follows:

286 (1) Administration and Accounts.

287 (2) Agriculture [~~Policy~~].

288 (3) Budget.

289 (4) Children and Families.

290 (5) Commerce.

291 (6) Consent and [~~House~~] Procedure.

292 [~~(6)~~] (7) Conservation and Natural Resources.

293 [~~(7)~~] (8) Corrections and Public Institutions.

294 [~~(8)~~] (9) Crime [~~Prevention~~] and Public Safety.

295 [~~(9)~~] (10) Economic Development.

296 [~~(10)~~] (11) Elections [~~and Elected Officials~~].

297 [~~(11)~~] (12) Elementary and Secondary Education.

298 [~~(12)~~] (13) Emerging Issues.

299 [~~(13)~~] (14) Ethics.

300 [~~(14)~~] (15) Financial Institutions.

301 [~~(15)~~] (16) Fiscal Review.

302 [~~(16)~~] (17) General Laws.

303 [~~(17)~~] (18) Government Efficiency [~~and Downsizing~~].

304 [~~(18)~~] (19) Health and Mental Health [~~Policy~~].

305 [~~(19)~~ ~~Healthcare Reform~~].

306 (20) Higher Education and Workforce Development.

307 (21) Insurance [~~Policy~~].

308 (22) Judiciary.

- 309 (23) Legislative Review.
- 310 (24) Local Government.
- 311 (25) Pensions.
- 312 (26) Professional Registration and Licensing.
- 313 (27) Rules - Administrative [~~Oversight~~].
- 314 (28) Rules - Legislative [~~Oversight~~].
- 315 [~~(29) Rules - Regulatory Oversight.~~
- 316 ~~(30) Rural Community Development.~~
- 317 ~~(31)~~ (29) Transportation [~~Accountability.~~
- 318 ~~(32) Transportation Infrastructure~~].
- 319 [~~(33)~~] (30) Utilities.
- 320 [~~(34)~~] (31) Veterans and Armed Forces.
- 321 [~~(35)~~] (32) Ways and Means.
- 322 [~~(36) Workforce and Infrastructure Development.~~]

323 Duties of the Regular Standing Committees

324

325 Rule 24. (1) *Duties Generally*. Regular standing committees, and
326 appropriations subcommittees established under Rule 24(4) (c)
327 according to the provisions under Rule 25, shall have the authority
328 to consider bills and resolutions that have been referred to them
329 and:

330 (a) Report the bill or resolution "Do Pass", "Without
331 Recommendation", or "Do Pass - Consent" to the Speaker.

332 (b) Report the bill or resolution "Do Pass with recommended
333 committee amendment" to the Speaker.

334 (c) Report the bill or resolution as a "House Committee
335 Substitute - Do Pass" or "House Committee Substitute - Without

336 Recommendation" to the Speaker.

337 (2) *Administration and Accounts.*

338 (a) *Duties generally.* The Committee on Administration and
339 Accounts shall superintend and have sole and complete control of
340 all financial obligations and business affairs of the House except
341 those employees appointed by or assigned to the Speaker, or
342 assigned to the Budget Committee Chair, the Speaker Pro Tem, the
343 Majority Floor Leader, the Minority Floor Leader, and the Officers
344 of the House. The committee shall provide for the receiving and
345 receipt of all supplies, equipment, and furnishings purchased from
346 the account of the House and shall further provide for the use and
347 distribution thereof.

348 (b) *Funds for operation of member's individual offices.* The
349 committee shall also prescribe rules governing the expenditure of
350 funds allotted to individual members for the operation of their
351 offices. Such rules shall be applied equally to, and shall require
352 the equal treatment of, all members with regard to the expenditure
353 of such funds. Subject to such rules, each member shall have
354 discretion to expend such funds, for the use of his or her office,
355 without the approval of the committee.

356 (c) *Allotment of offices, chamber seats, and parking spaces.*
357 Each member shall be allotted his or her own office, chamber seat,
358 and parking assignment. The committee shall assign all offices,
359 chamber seats, and parking spaces under its control and reserved
360 for members. The committee may make assignments to the party
361 [caucuses] conference or caucus for ~~[those caucuses]~~ the
362 conference or caucus to assign to their respective members. The

363 House officers, the floor leaders and assistant floor leaders of
364 each party, the Budget Committee Chair, and the chair and ranking
365 minority member of the Administration and Accounts Committee,
366 without respect to the seniority of those members, shall have
367 priority with respect to such assignments within their respective
368 ~~[caucuses]~~ conference or caucus.

369 (d) *Duties of the Chief Clerk in Respect to Committee.* The
370 Chief Clerk of the House may be authorized to act for the
371 committee, but only in the manner and to the extent as may have
372 been previously authorized by the committee. Such authorization
373 shall be entered in the minutes of the committee. The Chief Clerk
374 shall maintain financial records for the House in accordance with
375 generally accepted accounting principles. The Chief Clerk of the
376 House shall keep a detailed accounting of all transactions and
377 shall furnish each member of the committee and the Speaker with a
378 copy of such account on a quarterly basis.

379 (e) *Recognition of Caucuses.* The committee may approve and
380 prescribe for the recognition of caucuses. Any group of five or
381 more House members may seek designation as a caucus for the purpose
382 of identifying and collaborating on issues within a common sphere
383 of public interest. The committee shall post the names of all
384 recognized caucuses on the House website.

385 (3) *The Committee on Agriculture [Policy].* The Committee on
386 Agriculture [Policy] may consider and report upon bills and
387 matters referred to it relating to the protection, promotion, and
388 encouragement of agriculture in this state.

389 (4) *The Committee on Budget.*

390 (a) The Chair of the Committee on Budget shall have the sole
391 responsibility of filing all appropriations bills. The Committee
392 on Budget shall have the responsibility for any other bills,
393 measures, or questions referred to it pertaining to the
394 appropriation and disbursement of public moneys.

395 (b) *Other duties.* The committee may consider and report upon
396 any bill or resolution referred to it which, in the opinion of the
397 Speaker, merits special consideration. The committee may also
398 consider and report upon bills and matters referred to it relating
399 to the reorganization, consolidation, and abolition of boards,
400 bureaus, commissions, and other offices and buildings of the
401 state, including the Division of Facilities Management, Design and
402 Construction, the capitol grounds, and the state and legislative
403 libraries. The committee is empowered to study and investigate the
404 efficiency and economy of all branches of government, including
405 the possible existence of fraud, misfeasance, malfeasance,
406 collusion, mismanagement, incompetence, corruption, waste,
407 conflicts of interest, and the improper expenditure of government
408 funds in transactions, contracts, and activities of the government
409 or government officials and employees. The committee is
410 authorized to hold hearings, sit, and act at any time or place
411 within the state of Missouri during the recess and adjournment
412 periods of the House, administer oaths, and take testimony, either
413 orally or by sworn written statement. If the committee, after
414 hearing and upon findings incorporated in a report, deems that a
415 particular activity, bureau, agency, committee, commission,
416 department, or any other entity of state government should be

417 discontinued, it shall report such finding to the House for further
418 action by the House.

419 (c) The Committee on Budget shall have the following
420 subcommittees:

421 a. *The Subcommittee on Appropriations - Agriculture,*
422 *Conservation, Natural Resources, and Economic Development.*

423 b. *The Subcommittee on Appropriations - Education.*

424 c. *The Subcommittee on Appropriations - General*
425 *Administration.*

426 d. *The Subcommittee on Appropriations - Health, Mental*
427 *Health, and Social Services.*

428 e. *The Subcommittee on Appropriations - Public Safety,*
429 *Corrections, Transportation, and Revenue.*

430 f. Other subcommittees designated by the Speaker.

431 (d) The Committee on Budget may place a limitation on the
432 time of floor debate for appropriations bills. If a time
433 limitation is imposed, such time shall be divided equally between
434 and controlled by the floor handler of the bill and the floor
435 leader of the political party other than that of the floor handler
436 or their respective designees.

437 (5) *The Committee on Consent and [House] Procedure.*

438 (a) The Committee on Consent and [House] Procedure may
439 consider and report upon bills and matters referred to it which, in
440 the opinion of the Speaker, merit special consideration.

441 (b) If a bill is automatically referred to the Committee on
442 Consent and [House] Procedure with a recommendation that it "Do
443 Pass - Consent", the committee shall review the bill for the

444 purpose of determining whether it should have consent status. The
445 committee may decide, by a majority of those present, whether to
446 place the bill on the appropriate consent calendar. If the
447 committee declines to place the bill on the appropriate consent
448 calendar, it may consider whether to report the bill to the House
449 with a "Do Pass" recommendation without consent status.

450 (c) The Committee on Consent and **[House]** Procedure may
451 perform all duties relating to the issuance of courtesy
452 resolutions. A courtesy resolution is a noncontroversial
453 resolution in the nature of congratulations on the birth of a
454 child, celebration of a wedding anniversary, congratulations on an
455 outstanding citizen achievement, or a similar event which is in the
456 practice and procedure of the House to consider as a courtesy
457 resolution and shall require action by the House as provided for by
458 the House Rules. The Chief Clerk, under the direction of the
459 committee, shall maintain a list of all courtesy resolutions
460 issued under this rule for inspection. Any resolution that is not
461 a courtesy resolution shall require action by the House as provided
462 for by the House Rules.

463 (d) The Committee on Consent and **[House]** Procedure shall
464 formulate and present for consideration the rules of the House and
465 shall consider and report upon all propositions to amend or change
466 the rules, which propositions shall stand referred without reading
467 or consideration and without discussion, explanation, or debate to
468 the Committee on Consent and **[House]** Procedure.

469 (e) The Chief Clerk, under the direction of the committee,
470 shall supervise the printing of all bills ordered perfected and

471 printed, assuring that procedures are followed in which all
472 amendments to every such bill are incorporated therein before the
473 bill is printed and that the printed copies of the bill provided to
474 the members are true and accurate copies of the bill as ordered
475 perfected and printed. The committee shall also supervise the
476 printing of all bills which are truly agreed to and finally passed,
477 assuring that procedures are followed in which every bill is a true
478 copy of the bill as passed with clerical errors corrected.

479 (6) *The Committee on Children and Families.* The Committee on
480 Children and Families may consider and report upon bills and
481 matters referred to it relating to the Department of Social
482 Services, the Department of Health and Senior Services, and other
483 matters relating to the fostering and promotion of children,
484 families, and persons with disabilities in this state.

485 (7) *The Committee on Commerce.* The Committee on Commerce may
486 consider and report upon bills and matters referred to it relating
487 to commercial interests of the state.

488 (8) *The Committee on Conservation and Natural Resources.* The
489 Committee on Conservation and Natural Resources may consider and
490 report upon bills and matters referred to it relating to the
491 functions and operations of the Department of Conservation and the
492 Department of Natural Resources and all powers thereto conferred
493 upon by the Missouri constitution and statutes.

494 ~~[(8)]~~ (9) *The Committee on Corrections and Public*
495 *Institutions.* The Committee on Corrections and Public
496 Institutions may consider and report upon bills and matters
497 referred to it relating to adult and juvenile penal and

498 correctional problems, the administration of correctional
499 institutions, and the state penitentiary.

500 ~~[(9)]~~ (10) *The Committee on Crime ~~[Prevention]~~* and Public
501 Safety. The Committee on Crime ~~[Prevention]~~ and Public Safety may
502 consider and report upon bills and matters referred to it relating
503 to criminal laws, law enforcement, and public safety matters.

504 ~~[(10)]~~ (11) *The Committee on Economic Development.* The
505 Committee on Economic Development may consider and report upon
506 bills and matters referred to it relating to commerce, industrial
507 growth, expansion, and development.

508 ~~[(11)]~~ (12) *The Committee on Elections ~~[and Elected~~*
509 *Officials]*. The Committee on Elections ~~[and Elected Officials]~~
510 may consider and report upon bills and matters referred to it
511 relating to elections and election contests involving members of
512 the House and on the qualifications and terms of elected officials.

513 ~~[(12)]~~ (13) *The Committee on Elementary and Secondary*
514 *Education.* The Committee on Elementary and Secondary Education
515 may consider and report upon bills and matters referred to it
516 relating to elementary and secondary education and life-long
517 learning in this state, including teachers, financing, property,
518 indebtedness, and curriculum.

519 ~~[(13)]~~ (14) *The Committee on Emerging Issues.* The Committee
520 on Emerging Issues may consider and report upon bills and matters
521 referred to it relating to general or miscellaneous issues as
522 determined by the Speaker.

523 ~~[(14)]~~ (15) *The Committee on Ethics.* The Committee on Ethics
524 may consider and report upon complaints referred to it relating to

525 a member of the House involving the commission of a crime,
526 misconduct, willful neglect of duty, corruption in office, or
527 other complaints relating to the ethical conduct of a member. The
528 committee is authorized to sit and act at any time or place within
529 the State of Missouri during the recess and adjournment periods of
530 the House, administer oaths, and take testimony, either orally or
531 by sworn written statement.

532 ~~[(15)]~~ (16) *The Committee on Financial Institutions.* The
533 Committee on Financial Institutions may consider and report upon
534 bills and matters referred to it relating to banks, banking,
535 savings and loans, credit unions, and other financial
536 institutions.

537 ~~[(16)]~~ (17) *The Committee on Fiscal Review.*

538 (a) The Committee on Fiscal Review shall consider any bill
539 which requires net additional expenditures of state money in
540 excess of \$250,000 or which reduces net state revenue by more than
541 \$250,000 in any of the three fiscal years immediately following the
542 effective date or at full implementation of the bill. The
543 following bills, excluding appropriations bills, shall be
544 automatically referred to the Committee on Fiscal Review:

545 a. Any House bill after perfection and before third reading
546 that requires net additional expenditures of state moneys in
547 excess of \$250,000 or that reduces net state revenue by more than
548 \$250,000 in any of the three fiscal years immediately following the
549 effective date or at full implementation of the bill.

550 b. Any House bill returned with Senate amendments before its
551 consideration.

552 c. Any Senate bill upon placement on the third reading
553 calendar that requires net additional expenditures of state moneys
554 in excess of \$250,000 or that reduces net state revenue by more
555 than \$250,000 in any of the three fiscal years immediately
556 following the effective date or at full implementation of the bill.

557 d. Conference committee reports for all House bills and
558 Senate bills upon submission and distribution.

559 (b) Any Senate or House bill amended so as to increase net
560 expenditures or reduce net revenues shall, upon timely motion
561 adopted by the members, be referred to the Committee on Fiscal
562 Review.

563 (c) The primary sponsor or, in the case of a Senate bill, the
564 floor handler of a bill referred to the Committee on Fiscal Review
565 shall be entitled to a hearing on the bill but such hearing shall
566 be limited to the reception of testimony by the primary sponsor or
567 floor handler, as the case may be, in person and none other,
568 without leave of the committee chair.

569 (d) For the purposes of this rule, "net" is defined as the
570 sum of revenues and expenditures, after reductions and increases
571 brought about by a bill have been calculated.

572 (e) The Committee on Fiscal Review may, with the consent of
573 the House sponsor or floor handler, amend an effective date,
574 emergency clause, or sunset provision onto any bill referred to the
575 Committee prior to its third reading.

576 (f) If the chair of the Committee on Fiscal Review or any
577 member with approval by a majority vote of the standing committee
578 requests clarifying questions or supplemental information from the

579 director of the oversight division of the Committee on Legislative
580 Research, such clarifications may be given to the Committee or to
581 the member in the form of an appendix to the fiscal note.

582 ~~[(17)]~~ (18) *The Committee on General Laws.* The Committee on
583 General Laws may consider matters referred to it relating to
584 general or miscellaneous issues as determined by the Speaker.

585 ~~[(18)]~~ (19) *The Committee on Government Efficiency* ~~and~~
586 ~~Downsizing~~. The Committee on Government Efficiency ~~and~~
587 ~~Downsizing~~ may consider and report upon bills and matters
588 referred to it relating to the efficiency ~~and size~~ of state
589 government and its programs.

590 ~~[(19)]~~ (20) *The Committee on Health and Mental Health*
591 ~~Policy~~. The Committee on Health and Mental Health ~~Policy~~ may
592 consider and report upon bills and matters referred to it relating
593 to the health care of the citizens of the State, including mental
594 health, the Department of Health and Senior Services, and the
595 Department of Mental Health. The committee may also consider and
596 report on bills and matters referred to it relating to Medicaid and
597 related matters.

598 ~~[(20)]~~ ~~*The Committee on Healthcare Reform.*~~ ~~The Committee on~~
599 ~~Healthcare Reform may consider and report upon bills and matters~~
600 ~~referred to it relating to improving the efficiency and cost of~~
601 ~~healthcare services provided to citizens of the state.~~

602 ~~-(21)]~~ (22) *The Committee on Higher Education and Workforce*
603 ~~Development~~. The Committee on Higher Education ~~and Workforce~~
604 ~~Development~~ may consider and report upon bills and matters
605 referred to it ~~related~~ relating to higher education, including

606 matters relating to financing, facilities, staff, curriculum, and
607 related matters, and matters relating to the regulation and
608 administration of state policies regarding the attraction,
609 training, retention, and safety of the workforce.

610 ~~[(22)]~~ (23) *The Committee on Insurance* ~~Policy~~. The
611 Committee on Insurance ~~Policy~~ may consider and report upon bills
612 and matters referred to it relating to insurance, insurance
613 companies, and the Department of Commerce and Insurance.

614 ~~[(23)]~~ (24) *The Committee on Judiciary*. The Committee on
615 Judiciary may consider and report upon bills and matters referred
616 to it relating to the judicial branch of the state and the
617 practices and procedures of the courts of this state, on matters
618 pertaining to civil and administrative laws and procedures, and on
619 matters relating to the ethics of public officials.

620 ~~[(24)]~~ (25) *The Committee on Legislative Review*. The
621 Committee on Legislative Review may consider and report upon bills
622 referred to it. The committee shall review bills in its possession
623 to determine whether proposed amendments or substitutes are
624 appropriate and whether bills are technically correct. House
625 bills and resolutions and Senate bills and resolutions may, on
626 amendable calendars, be committed by motion to the Committee on
627 Legislative Review after the bill has lain upon the calendar for
628 one legislative day. Bills may be committed before or after
629 amendment, but not after third reading. The committee may then
630 make a recommendation to the House in the form of a house
631 substitute.

632 ~~[(25)]~~ (26) *The Committee on Local Government*. The Committee

633 on Local Government may consider and report upon bills and matters
634 referred to it relating to counties, cities, towns, villages,
635 other political subdivisions of the state, and local government
636 generally.

637 ~~[(26)]~~ (27) *The Committee on Pensions.* The Committee on
638 Pensions may consider and report upon bills and matters referred to
639 it relating to the regulation and administration of state policies
640 conferred upon any agency or governmental unit pursuant to the
641 Missouri constitution and statutes of publicly financed or
642 publicly supported pension systems.

643 ~~[(27)]~~ (28) *The Committee on Professional Registration and*
644 *Licensing.* The Committee on Professional Registration and
645 Licensing may consider and report upon bills and matters referred
646 to it relating to the licensing of professionals in this state.

647 ~~[(28)]~~ (29) *The Committees on Rules.*

648 (a) There shall be a Committee on Rules - Administrative
649 ~~[(Oversight),~~ and a Committee on Rules - Legislative ~~[(Oversight,~~
650 ~~and a Committee on Rules - Regulatory Oversight]~~. Each Committee
651 on Rules shall have the same duties and shall consider and report
652 upon all matters referred to it.

653 (b) *Duties generally.*

654 a. If a committee reports a bill, except an appropriations
655 bill, consent bill, or a bill or measure reported from the
656 Committee on Ethics, with a recommendation that it "Do Pass" or
657 "Without Recommendation", the bill shall be referred to a
658 Committee on Rules by the Speaker within ten legislative days of
659 receipt. The committee is hereby authorized to:

660 (i) Report the bill "Do Pass" to the House without a
661 limitation on time of debate on the bill or amendments.

662 (ii) Report the bill "Do Pass" to the House with a limitation
663 on the time of debate.

664 (iii) Send the bill back to the originating committee in the
665 form as originally referred by the Speaker. If a Committee on
666 Rules sends the bill back to the originating committee, that
667 committee may amend the bill and report the bill again without the
668 need to reconsider the initial vote by which the committee voted
669 the bill "Do Pass".

670 b. If a bill is referred to a Committee on Rules with a
671 recommendation that it "Do Pass - Federal Mandate", the committee
672 shall review the bill for the purpose of determining whether it
673 should have federal mandate status. The committee may decide, by a
674 majority of those present, whether to place the bill on the
675 appropriate federal mandate calendar. If the committee declines
676 to place the bill on the appropriate federal mandate calendar, it
677 may consider whether to report the bill to the House with a "Do
678 Pass" recommendation without federal mandate status. The
679 authority of the committee with respect to limiting debate shall
680 apply to bills reported by it as "Do Pass - Federal Mandate".

681 c. If a Committee on Rules shall place a limitation on the
682 time of floor debate on a bill or on amendments, such time shall be
683 divided equally between and controlled by the floor handler of the
684 bill and the floor leader of the political party other than that of
685 the floor handler or their respective designees. The floor handler
686 shall have the right to have the final one minute of designated

687 time. If time has been allocated and unused by either side and no
688 member from that side is seeking recognition, the Speaker may
689 declare additional time waived and recognize the members of the
690 other side to complete the use of their time.

691 d. In reviewing bills referred to it from another committee,
692 a Committee on Rules may, but is not required to, take such
693 testimony as it deems appropriate to make its decisions. The
694 committee shall not amend any bill that was not initially referred
695 to a Committee on Rules.

696 e. If a committee has reported a bill "Do Pass" with
697 committee amendments, a Committee on Rules shall take such action
698 as it deems proper on the entire package of the bill with committee
699 amendments as though the committee amendments were already
700 incorporated into the bill.

701 f. If a Committee on Rules is the original committee to which
702 a bill is referred, the committee may take any action on such bill
703 that is permissible under the authority given to regular standing
704 committees under Rule 24(1) above.

705 ~~[(29) The Committee on Rural Community Development. The~~
706 ~~Committee on Rural Community Development may consider and report~~
707 ~~upon bills and matters referred to it relating to rural community~~
708 ~~development.~~

709 ~~-(30)] (31) The Committee on Transportation [Accountability.~~
710 ~~The Committee on Transportation Accountability may consider and~~
711 ~~report upon bills and matters referred to it relating to the~~
712 ~~Department of Transportation, motor vehicles, and traffic~~
713 ~~regulations.~~

714 ~~(31) The Committee on Transportation Infrastructure~~]. The
715 Committee on Transportation ~~[Infrastructure]~~ may consider and
716 report upon bills and matters referred to it relating to the
717 Department of Transportation, motor vehicles, traffic regulations,
718 and all means of transportation, including roads, highways,
719 bridges, ferries, airports, and railroads.

720 ~~[(32)]~~ (33) *The Committee on Utilities.* The Committee on
721 Utilities may consider and report upon bills and matters referred
722 to it relating to the development, use, and regulation of
723 utilities, communications, and technology and the development,
724 use, and conservation of energy and other energy-related concerns,
725 environmental impact, pollution, and public health and safety as
726 it relates to the issue of energy.

727 ~~[(33)]~~ (34) *The Committee on Veterans and Armed Forces.* The
728 Committee on Veterans and Armed Forces may consider and report upon
729 bills and matters referred to it relating to terrorism and security
730 against terrorism, veterans affairs, the armed forces, the
731 promotion and strengthening of states' rights, and military and
732 naval affairs of the State.

733 ~~[(34)]~~ (35) *The Committee on Ways and Means.* The Committee
734 on Ways and Means may consider and report upon bills and matters
735 referred to it relating to the taxes of the state, tax credits,
736 revenue and public debt of the state, and the interest thereon, and
737 the administration of taxation and revenue laws. The committee may
738 also inquire into and suggest to the House such changes, if any,
739 that should be made in respect to existing sources of revenue and
740 such new sources of revenue, if any, that in the judgment of the

741 committee should be considered by the House. The committee may
742 also inquire into and suggest to the House such changes, if any,
743 that should be made in respect to eliminating any existing sources
744 of revenue, if any, that in the judgment of the committee should be
745 considered by the House.

746 ~~[(35) The Committee on Workforce and Infrastructure~~
747 ~~Development. The Committee on Workforce and Infrastructure~~
748 ~~Development may consider and report upon bills and matters~~
749 ~~referred to it relating to the regulation and administration of~~
750 ~~state policies regarding the attraction, training, retention, and~~
751 ~~safety of the workforce.]~~

752 Subcommittees

753
754 Rule 25. (1) *Establishment and Membership.* The Speaker may
755 establish a subcommittee of a regular or special standing
756 committee. A subcommittee shall consist of no more than one-half
757 of the number of members of its regular or special standing
758 committee. Appropriations subcommittees may consist of members
759 who are not members of the Committee on Budget. Members of the
760 subcommittee shall be appointed by the Speaker, except the
761 minority members of the subcommittee shall be appointed by the
762 Minority Floor Leader. The membership of all subcommittees shall
763 be composed, as nearly as may be, of majority and minority party
764 members in the same proportion as the number of majority and
765 minority party members in the House bears to the total elected
766 membership of the House. When establishing a subcommittee, the
767 Speaker shall designate a member of the subcommittee as chair and

768 may designate another member as vice chair.

769 (2) *Duties.* Subcommittees shall consider all issues or
770 matters referred to them by their respective regular or special
771 standing committee and shall report upon such issues or matters to
772 their respective regular or special standing committee. No bill or
773 substitute shall be taken up for consideration by any
774 subcommittee, except appropriations subcommittees established
775 under Rule 24(4)(c) may consider all bills referred to them by the
776 Speaker and report upon such bills to the Committee on Budget as
777 "Do Pass", "Without Recommendation", or "Do Pass with recommended
778 committee amendment". Appropriations subcommittees shall not
779 report a bill as a House Committee Substitute. Subcommittees,
780 except for appropriations subcommittees, shall be authorized to
781 hold hearings, sit, and act only during the hearing times allocated
782 for their respective regular or special standing committees,
783 unless otherwise granted by the Speaker. Subcommittees shall be
784 authorized to administer oaths and take testimony, either orally
785 or by sworn written statement.

786 (3) *Reports.* Subcommittees may report to the House upon
787 issues or matters referred to them. The Majority Floor Leader may
788 call for reports from subcommittees at any time during the
789 administrative order of business or during the regular order of
790 business. A quorum of the House need not be present to receive a
791 report from a subcommittee. Reports from subcommittees shall not
792 be amended, no vote shall be taken, and no other motion shall be in
793 order during receipt of a subcommittee report. After receipt of a
794 report from a subcommittee, debate and inquiry shall be allowed,

795 but no member shall be allowed to speak or inquire for more than
796 five minutes, except by leave of the Speaker.

797 Duties of Committee Chair; Committee Organization

798

799 Rule 26. (1) *Duty to preside.* It is the duty of the chair to
800 preside at all sessions of the committee. In the absence of the
801 chair, the vice chair of the committee or a designee of the chair
802 shall preside.

803 (2) *Duty to maintain minute book.* The chair shall see that a
804 minute book is kept for his or her committee. The minute book
805 shall contain the attendance and voting records of the committee
806 members, a brief statement of the business that comes before the
807 committee, the names and signed witness forms of the persons and
808 witnesses appearing before the committee and what side of a
809 proposition they appeared on behalf of at the committee hearing, or
810 if the appearance was informational in nature and neither for or
811 against the proposition. The Chief Clerk shall be the repository
812 of the minute book after each session of the general assembly and
813 shall submit the same to the Secretary of State prior to the next
814 regular session.

815 (3) *Duty to preserve order.* The chair shall preserve order
816 and decorum in and adjacent to the committee room and shall conduct
817 all hearings in accordance with the Rules of the House including
818 the provisions that relate to decorum, debate, and dress code. The
819 chair may punish breaches of order and decorum by censure and
820 exclusion from the hearings.

821 (4) *Bills, reports, and other documents.* The chair shall

822 have custody of all bills, papers, and other documents referred to
823 the committee and shall make reports authorized by the committee
824 and submit the same to the ~~Speaker at his or her request~~ House
825 without delay.

826 (5) *When a bill fails.* Whenever a motion that a bill "Do
827 Pass" shall fail, or if there be an even division on the question,
828 the chair shall report such bill back to the House "Do Not Pass"
829 unless such bill is otherwise disposed of by another motion.

830 (6) When a motion has been decided by a committee, any member
831 voting on the prevailing side may move to reconsider the vote
832 provided that:

833 (a) The chair still has possession of the bill; and

834 (b) The motion to reconsider is made on the same day on which
835 the motion was decided or within the next three occurrences in
836 which the committee convenes with a quorum present at a properly
837 scheduled meeting at which the original motion would be in order.
838 A majority of the members appointed to the committee is required to
839 sustain any motion to reconsider. The motion to reconsider shall
840 be a recorded vote.

841 (7) *Training requirement.* All committee chairs shall be
842 required to attend committee chair training.

843 Committee Hearings

844

845 Rule 27. (1) All bills afforded a committee hearing shall be
846 considered by giving the sponsor or handler, the proponents, the
847 opponents, and those testifying for informational purposes a
848 reasonable opportunity to be heard. Persons addressing the

849 committee shall keep their remarks to the point and avoid
850 repetition and are subject to call to order by the chair for
851 failure to do so. In the discretion of the committee chair, the
852 length of time allowed one speaker or questioner may be limited.
853 If the sponsor or handler is unable to attend the hearing, the
854 sponsor may request in writing that another member appear on his or
855 her behalf, which request shall be approved by the committee chair.

856 (2) A committee may allow for remote public testimony via
857 telephone or video conferencing in the event of an emergency or if
858 special accommodations are necessary with the approval of the
859 committee chair and the Speaker. If a committee is to consider
860 remote testimony for specific legislation, that information shall
861 be included on the committee notice so that individuals who desire
862 to testify remotely may request to do so. In order to allow remote
863 testimony, the committee shall approve a remote testimony
864 schedule, which shall include the length of time allowed for such
865 testimony and any division of such time among proponents,
866 opponents, and those who wish to testify for information purposes.
867 Only individuals who submit a completed, signed witness form shall
868 be allowed to do so.

869 (3) Written testimony may be submitted online through the
870 House website.

871 Quorum

872
873 Rule 28. A majority of all committees of thirty or less, and
874 fifteen members of all committees consisting of more than thirty
875 members, shall constitute a quorum for the transaction of

876 business. A committee may meet with less than a quorum to hear
877 testimony.

878 Meetings - How Announced

879
880 Rule 29. (1) Announcement of all meetings of committees shall
881 include a statement of all matters to be considered at the meeting,
882 shall include the bill or resolution numbers to be considered and
883 shall be entered in the Journal prior to the day on which the
884 meeting is to take place. Such journal entry shall reflect the
885 date, time, and location of the meeting.

886 (2) The chair of each committee shall give written notice of
887 the time, date, place, and agenda of the meetings, including
888 executive sessions, of his or her committee and each committee
889 having matters pending before it shall hold a meeting at such time,
890 date, and place unless excused by the Speaker. Notice shall be
891 given at least one legislative day in advance of the committee
892 meeting. Notice may be reduced to twenty-four hours by unanimous
893 consent of all members of the committee, whether in attendance or
894 not. Notice shall never be less than twenty-four hours. All
895 notices shall include posting of the notice outside the Speaker's
896 office.

897 (3) No bill or resolution shall be considered in an executive
898 session by the committee of initial referral unless the committee
899 meeting notice required under subdivision (2) of this rule lists
900 the bill or resolution for executive session, except when excused
901 from such notice requirement by leave of the Speaker, and unless a
902 public hearing has been held on the bill or resolution.

903 (4) Committees shall comply with the requirements of the
904 statutes pertaining to open meetings.

905 Committee Substitutes

906

907 Rule 30. No bill or substitute may be offered in the committee of
908 initial referral unless such bill or substitute shall have been
909 distributed to the members of the committee at least one
910 legislative day and twenty-four hours in advance of such
911 consideration. Electronic distribution shall be an acceptable
912 form of distribution. This rule may be waived by unanimous consent
913 of all members of the committee, whether in attendance or not.
914 Failure to take the bill up for consideration at the designated
915 time requires that one legislative day and twenty-four hours'
916 notice be given again before it is taken up for consideration.

917 House Committee Bills

918

919 Rule 31. (1) Any regular or special standing committee shall have
920 the authority to introduce upon report a House Committee Bill. The
921 chair of the committee or his or her designee shall be the handler
922 of the bill. No committee shall introduce upon report any House
923 Committee Bill after April 1. The number of House Committee Bills
924 allowed to be introduced by a regular or special standing committee
925 shall be limited by the Speaker. The total number of House
926 Committee Bills allowed to be introduced by all regular and special
927 standing committees shall not exceed three times the number of
928 regular standing committees.

956

957 Rule 32. Each committee, in addition to the duties above
958 prescribed, shall perform such other duties as may be required by
959 the House. If it shall become necessary to compel the presence of
960 any person before a committee, the production of records or
961 documents, or to receive sworn testimony before a committee, a
962 subpoena may be issued under the hand of the Speaker as provided by
963 law. The chair of the committee shall be authorized to administer
964 oaths and take testimony, either orally or by sworn written
965 statement. Any person who knowingly testifies falsely upon such
966 oath or affirmation may face criminal penalties for perjury or
967 other offenses as provided by law.

968

Attendance

969

970 Rule 33. The secretary of each committee shall keep a record of
971 the attendance of each committee meeting in the minute book of the
972 committee, which shall be available to any person upon request.
973 Any member of a committee absent, without good cause, from three
974 consecutive meetings of the committee, as shown by the records of
975 the committee, may be dropped therefrom by a statement to that
976 effect entered into the House Journal by the Speaker. The roll
977 shall be recorded by the chair or secretary of a committee at each
978 meeting.

979

Minority Views

980

981 Rule 34. The minority of a committee may not make a report or

982 present to the House an alternative report, but has the right to
983 file views to accompany the report.

984 Committee Relieved of Bill - When

985

986 Rule 35. No bill shall be taken away from any regular standing
987 committee or special standing committee, as provided by the
988 Constitution, until after ten legislative days have expired after
989 referral to the committee by the Speaker. Pursuant to the
990 Constitution, one-third of the members of the House shall have the
991 power to relieve a committee of any bill. Such power may be
992 exercised by filing a petition to that effect with the Chief Clerk.
993 Upon receipt of such petition containing the signatures of at least
994 fifty-five members, the Chief Clerk shall publish such petition in
995 the Journal and place the discharged bill upon the formal calendar.

996

Election Contest

997

998 Rule 36. Whenever there shall be filed with the Speaker a notice
999 of contest of the election of a member of the House, he or she shall
1000 refer the same, without discussion, either to the regular standing
1001 Committee on Elections [~~and Elected Officials~~] or a special
1002 standing committee appointed to hear the matter. Such committee
1003 shall examine the timeliness and sufficiency of the notice, the
1004 depositions, and other documents submitted and report to the House
1005 its recommendations, whereupon the House shall act by resolution
1006 to sustain or reject the committee recommendations.

1007

Ethics Committee

1035 member, the Speaker shall refer the same, within fourteen calendar
1036 days, without discussion, to the Committee on Ethics. Upon
1037 referral of a complaint to the committee, the Speaker shall deliver
1038 a memorandum to the Clerk of the House documenting the date of
1039 referral. The complaint shall be confidential. The Committee
1040 shall examine the sufficiency of the complaint pursuant to the
1041 Committee's Rules of Procedure.

1042 (e) At the conclusion of the investigation, the Committee
1043 shall report its findings, conclusions, and recommendations to the
1044 House. If the committee recommends any disciplinary action, the
1045 House shall act by resolution to sustain or reject the Committee
1046 recommendations. The Committee may recommend that the House
1047 expel, or otherwise punish, the member as provided in Article III,
1048 Section 18 of the Missouri Constitution.

1049 (f) All rules that pertain to regular or special standing
1050 committees shall apply to the Committee on Ethics to the extent
1051 consistent with this rule and any rules of procedure adopted
1052 pursuant to this rule.

1053 (2) In any instance of a complaint of sexual harassment made
1054 either by or against a member, the Chief Clerk of the House shall
1055 contract with outside legal counsel for the purpose of
1056 investigating the complaint. All complaints shall be kept
1057 confidential. The Chief Clerk shall ensure the complaint and any
1058 results of an investigation shall be referred within fourteen
1059 calendar days of receipt of the complaint to the chair and ranking
1060 vice chair of the Committee on Ethics; except that, the fourteen-
1061 day referral requirement may be extended for good cause for a

1062 period no longer than thirty days. The Committee on Ethics Rules
1063 of Procedure and the House policy handbook shall be harmonized with
1064 the Rules of the House for the investigation of sexual harassment
1065 complaints.

1066 (3) Unfinished business before or reported from the
1067 Committee on Ethics of a previous general assembly may be resumed
1068 during a subsequent general assembly.

1069 BILLS

1070 Referral

1071
1072 Rule 38. The Speaker shall refer all bills and resolutions to a
1073 committee. The Speaker may re-refer any bill or resolution
1074 previously referred to a committee prior to a public hearing being
1075 held on the bill.

1076 Introduced - Manner of Setting Forth New and Old Material

1077
1078 Rule 39. (1) ~~[(a)]~~ *When.* Bills may be introduced only on the
1079 report of a committee or by any member of the House, in the
1080 administrative or regular order of business. No member shall file
1081 a bill, other than an appropriation bill, after March 1, without
1082 leave of the House. No committee shall introduce upon report any
1083 House Committee Bill after April 1.

1084 ~~[(b) No member shall file more than twenty bills during a~~
1085 ~~session without leave of the Speaker. Committee bills and~~
1086 ~~appropriations bills shall not be included in the number of bills a~~
1087 ~~member may file. The provisions of this paragraph shall become~~

1115 Rule 40. The Chief Clerk shall print such number of copies of all
1116 House Bills and House Joint Resolutions as he or she shall deem
1117 appropriate.

1118 Federal Mandate Calendar

1119

1120 Rule 41. (1) When a federal mandate bill is reported from the
1121 appropriate committee with recommendation that it "Do Pass" or
1122 "Without Recommendation", it shall go upon the calendar of the
1123 House.

1124 (2) No bill shall be placed on a Federal Mandate Calendar
1125 unless it is federally mandated, immediate in nature, and reduces
1126 revenues or savings if not enacted. A federal mandate bill may
1127 only contain subject matter concerning the federal mandate. A
1128 member wishing for his or her bill to be considered for placement
1129 on the Federal Mandate Calendar shall request in writing to the
1130 chair of the committee where such bill has been referred. The
1131 written request shall state the deadline by which the state must
1132 comply with the federal mandate and what will happen if the state
1133 fails to take action by such date. A copy for each committee
1134 member of the federal statute or regulation mandating such action
1135 shall accompany the request. After the committee has voted "Do
1136 Pass" on a bill with such a request, it shall take a second
1137 recorded vote on whether to recommend that it be placed on the
1138 Federal Mandate Calendar. If said bill is reported "Do Pass" by a
1139 regular standing committee with a recommendation that same be
1140 placed on the Federal Mandate Calendar, the chair of the committee
1141 shall submit to the Speaker a copy of the original written request,

1142 along with a copy of the federal statute or regulation mandating
1143 State action. If the Speaker concurs with the committee that the
1144 bill complies with the requirements of this rule, he or she shall
1145 advise the Chief Clerk to place same on the Federal Mandate
1146 Calendar. If the Speaker does not concur, he or she may place the
1147 bill on the Perfection Calendar. Each bill placed upon the Federal
1148 Mandate Calendars shall have attached thereto a copy of the federal
1149 statute or regulation that mandates the bill, along with a copy of
1150 the request to place the bill on the Federal Mandate Calendar and
1151 shall be distributed to all members at least twenty-four hours
1152 prior to consideration by the entire House.

1153 Revision Bills

1154
1155 Rule 42. Any bill denominated as a revision bill by the
1156 appropriate committee shall contain only that subject matter
1157 approved by the committee on legislative research, and additional
1158 material may not be amended thereto, unless needed as a technical
1159 correction.

1160 Motion To Place On Calendar

1161
1162 Rule 43. If any bill is reported from committee with the
1163 recommendation that it "Do Not Pass" it shall not go on the
1164 calendar of the House unless ordered by a constitutional majority.
1165 At the same time the bill is reported to the House, the committee
1166 chair shall notify the sponsor or handler of the bill that such
1167 report is being made. A motion to have a bill placed upon the

1168 calendar shall be made within three legislative days after the bill
1169 is reported and when the sponsor of the bill is present or the
1170 motion is made by a member upon the sponsor's written request. If
1171 no such action is taken within such time, the bill shall lie on the
1172 table. If such a motion is sustained, the bill shall be referred
1173 to a Committee on Rules for further action thereon.

1174 Timing of Placement on Calendar

1175
1176 Rule 44. No House bill shall be taken up for initial consideration
1177 by the House unless it has been upon the calendar for at least one
1178 legislative day.

1179 Bills Laid Over Informally

1180
1181 Rule 45. When a bill is reached, in its order, to be perfected and
1182 printed, or to be third read and finally passed, it may, upon the
1183 request of the Majority Floor Leader or the sponsor or handler
1184 thereof if a House Bill, or upon the request of its handler in the
1185 House if a Senate Bill, hold its place on the calendar or be laid
1186 over informally and thereafter be called up at any time when
1187 otherwise in order.

1188 To Appear In Order

1189
1190 Rule 46. All bills laid over informally and not taken up and
1191 disposed of the same day shall appear in order upon the calendar
1192 for the next legislative day following.

1193 Ten Day Rule

1194
1195 Rule 47. If a bill laid over informally is not taken up for further
1196 consideration within ten legislative days after being laid over,
1197 it shall lie on the table and be dropped from the calendar of the
1198 House without further action of the House.

1199 Consent Calendar

1200
1201 Rule 48. (1) *Which Bills May Be Placed on the Consent Calendar.*
1202 Each regular standing committee, after a favorable vote on a bill,
1203 may further determine by a second and affirmative vote of every
1204 member present whether such bill is of a noncontroversial nature
1205 and qualifies for consent status. Bills that specifically
1206 authorize an easement or right-of-way involving state property
1207 shall qualify for consent status. A bill shall not be considered
1208 for consent status if it:

- 1209 (a) Is of a controversial nature;
1210 (b) Makes a substantial policy change;
1211 (c) Increases net expenditures of the state;
1212 (d) Reduces net revenue of the state; or
1213 (e) Creates or expands a penalty provision.

1214
1215 If it has been determined by the regular standing committee that
1216 such bill is of a noncontroversial nature and meets all consent
1217 requirements, the regular standing committee shall report the bill
1218 to the Committee on Consent and **[House]** Procedure as "Do Pass -
1219 Consent". The Committee on Consent and **[House]** Procedure may
1220 decide by a majority affirmative vote of those present whether to

1221 place the bill on the appropriate consent calendar.

1222 (2) *Procedure on House Bills.* If the regular standing
1223 committee shall so determine, the appropriate committee report
1224 shall include a request that a bill be placed on the House Consent
1225 Calendar for Perfection. Any bill so reported shall automatically
1226 be referred to the Committee on Consent and ~~House~~ Procedure. Any
1227 bill reported by the Committee on Consent and ~~House~~ Procedure
1228 with the recommendation that it be placed on the House Consent
1229 Calendar for Perfection may be placed on that calendar if the
1230 Speaker concurs with the recommendation. If the Speaker does not
1231 concur, he or she may place the bill on the Perfection Calendar.
1232 After such bill has remained on the House Consent Calendar for
1233 Perfection for five legislative days, it shall be ordered
1234 perfected and advanced to the House Consent Calendar for Third
1235 Reading and Final Passage without further action of the House,
1236 unless five members, with at least two from each political party,
1237 have filed written objection with the Chief Clerk. If such
1238 objections are filed, the bill shall be placed on the House Bills
1239 to be Perfected and Printed Calendar. An objection made by five
1240 members under this rule cannot be rescinded.

1241 (3) *Senate Bills - Consent.* When the Senate passes a bill by
1242 its procedure for consent bills, such bill shall be considered for
1243 treatment as a consent bill by the House committee without further
1244 request; provided however, that the same committee procedures,
1245 votes, and requirements for House Bills being considered for
1246 consent shall be applied to Senate Bills being considered for
1247 consent. A Senate Bill may be considered by the committee for

1248 consent even if it was not a consent bill in the Senate.

1249 (4) *Procedure on Senate Bills.* Senate Bills passed out of
1250 the appropriate House regular standing committee and the Committee
1251 on Consent and ~~[House]~~ Procedure with the request that the bill be
1252 placed on the Senate Bills for Third Reading and Final Passage -
1253 Consent Calendar are subject to the five member objection
1254 provision of this rule.

1255 (5) *Deadline for Placing Senate Consent Bills on the*
1256 *Calendar.* No Senate consent bills shall be placed on the consent
1257 calendar after April 15.

1258 (6) *Amendments.* House bills may be considered for consent
1259 after they are amended in committee but may not be amended on the
1260 floor of the House.

1261
1262 Senate consent bills may be amended in committee but not on the
1263 floor of the House unless the Senate Rules allow amendment of House
1264 consent bills on the floor of the Senate, in which case Senate
1265 consent bills may be amended on the floor of the House. House
1266 committee amendments to Senate consent bills shall be deemed
1267 adopted on the fifth legislative day.

1268 AMENDMENTS AND SUBSTITUTES

1269

1270 Rule 49. (1) *In Writing and Distributed in Advance.*

1271 (a) Proposed amendments shall be reduced to writing.

1272 (b) Every amendment shall be distributed in advance of the
1273 time the bill is initially taken up for consideration. An
1274 amendment shall be considered to have been distributed if it has

1275 been either transmitted electronically and made available on each
1276 member's chamber laptop computer and a copy in paper form placed on
1277 the desk of the Majority Floor Leader and Minority Floor Leader or
1278 placed on the members' desks in paper form, except for the desk of
1279 any member who has waived receipt of amendments. An amendment to a
1280 House Substitute shall be considered timely if it is distributed
1281 prior to the motion being made to adopt the House Substitute.

1282 (c) The sponsor of an amendment that has been distributed may
1283 make technical corrections at the time the amendment is offered or
1284 under consideration. Any technical corrections shall be read in
1285 full by the clerk. Technical corrections shall be subject to a
1286 point of order that they are not truly technical in nature.

1287 (d) The sponsor of an amendment shall not otherwise amend or
1288 substitute his or her own amendment.

1289 (e) Every proposed amendment to the amendment and substitute
1290 amendment may be offered after the time a bill is initially taken
1291 up for consideration but shall be distributed prior to the offeror
1292 ~~[being recognized for a motion on such amendment]~~ inquiring or
1293 speaking on the bill or underlying amendment.

1294 (f) Amendments shall be prepared by House Research or House
1295 Appropriations and filed with the Chief Clerk.

1296 (2) *What Amendments and Substitute Amendments are in Order.*
1297 When a bill, motion, or proposition is under consideration, a
1298 motion to amend and a motion to amend that amendment shall be in
1299 order, and it also shall be in order to offer a further amendment
1300 by way of substitute for the original motion to amend, to which one
1301 amendment may be offered.

1302 (a) It shall not be in order to offer a substitute amendment
1303 to an amendment to an amendment.

1304 (b) When an amendment is offered, a substitute for that
1305 amendment is offered, and an amendment to the substitute is
1306 offered, it shall not be in order to offer a substitute for the
1307 amendment to the substitute.

1308 (c) Any proposed amendment in the third degree shall be out
1309 of order.

1310 (d) Any motion to adopt an amendment may be withdrawn by the
1311 sponsor before decision thereon.

1312 (e) Once a bill has been amended, it shall be in the
1313 possession of the House.

1314 (f) If a proposed amendment has been defeated, the same
1315 amendment shall not be proposed again. An amendment identical to
1316 one previously decided on the same bill is not in order, except for
1317 amendments to appropriations bills.

1318 (3) *Committee Substitutes Treated as Original.* A House
1319 Committee Substitute shall be considered as an original bill for
1320 purposes of amendment.

1321 (4) *House Substitute.* No House Substitute will be in order
1322 except those reported from the House Committee on Legislative
1323 Review. No House amendment which, in the opinion of the Speaker,
1324 is effectually replacing the underlying bill or committee
1325 substitute will be in order.

1326 (a) A bill may be sent to the Committee on Legislative Review
1327 prior to the adoption of any House Committee Substitute; prior to
1328 the bill's perfection, if a House bill; or prior to third reading,

1329 if a Senate bill.

1330 (b) A House Substitute shall take the form of an original
1331 bill and is subject to floor amendments, except that it shall not
1332 be subject to an amendment by a subsequent House Substitute.

1333 (c) Any House Substitute reported from the Committee on
1334 Legislative Review shall lie on the calendar at least one
1335 legislative day in advance of consideration on the House floor.

1336 (d) A House Substitute reported from the Committee on
1337 Legislative Review shall not be offered on the House floor in the
1338 form of an amendment.

1339 (5) *When Federal Mandate Bills can be Amended.* Amendments to
1340 House and Senate bills-Federal Mandate are permitted only within
1341 the scope of the federal mandate. Perfecting amendments are
1342 permitted to make technical amendments.

1343 (6) *Appropriations Bills.*

1344 (a) No amendment to the appropriations bills of the state
1345 budget shall be in order if it increases the total amount of
1346 general revenue or general revenue equivalent appropriated in the
1347 House appropriations bills. Any amendment that increases the
1348 amount of general revenue or general revenue equivalent
1349 appropriated in the House appropriations bills shall be required
1350 to be submitted with a separate amendment that makes an equal
1351 reduction in general revenue or general revenue equivalent in the
1352 same bill or any other of the bills still pending. If the
1353 reduction is in another bill, the decreasing amendment shall be
1354 taken up first, and the increasing amendment may be taken up only
1355 if the decreasing amendment is adopted. When a pair of amendments

1356 is submitted, the decreasing amendment shall be required to
1357 clearly identify the corresponding increasing amendment.

1358 (b) If a member's decreasing amendment is adopted and the
1359 same member's increasing amendment is defeated, the decreasing
1360 amendment's adoption is moot.

1361 (c) The offering and adoption of an amendment decreasing the
1362 amount of general revenue or general revenue equivalent
1363 appropriated without a balancing increase creates no right of
1364 another member to offer an increasing amendment in any amount up to
1365 the amount of the decrease effected by the decreasing amendment,
1366 and no member may be recognized for the purpose of making such an
1367 amendment.

1368 (d) For the perfection of the House appropriations bills of
1369 the state budget only, it shall be permissible to amend any line
1370 item as often as the House pleases, as long as prior adopted
1371 amendments to the line item are taken into account.

1372 (e) Notwithstanding any rule to the contrary, neither
1373 substitute amendments nor amendments to amendments shall be in
1374 order for any appropriations bill other than technical corrections
1375 under Rule 49(1).

1376 Committee Substitute Printed

1377
1378 Rule 50. When a committee recommends a substitute for a bill, the
1379 original bill will accompany the substitute. The substitute shall
1380 be handled on the floor of the House by the committee chair or any
1381 member designated by the committee chair. The Chief Clerk shall
1382 have an appropriate number of copies of the substitute printed. No

1383 committee substitute shall be called from the calendar of the House
1384 until the printed copies have been distributed for at least one
1385 legislative day. Amendments, if any, may be offered to the
1386 substitute before the vote on the motion to adopt the substitute is
1387 taken. If the substitute is defeated, the original bill shall be
1388 before the House for perfection and shall be considered and shall
1389 be handled on the floor by the original sponsor of the bill.
1390 Notwithstanding the provisions of this rule, the Speaker may, at
1391 any time, change the House handler of any bill or substitute unless
1392 the sponsor of the House bill objects.

1393 Order of Amendments

1394
1395 Rule 51. When amendments to any bill, motion, or proposition are
1396 pending, they shall be voted on in the following order:

1397 (1) Amendments to the amendment are disposed of before the
1398 substitute is taken up. Only one amendment to the amendment is in
1399 order at one time; but as rapidly as one is disposed of by
1400 rejection or incorporation as a part of the amendment, another is
1401 in order as long as any member desires to offer one.

1402 (2) Amendments to the substitute are next voted on, and may
1403 be offered, one at a time, and as rapidly as one is disposed of by
1404 rejection or incorporation as a part of the substitute amendment,
1405 another is in order as long as any member desires to offer one,
1406 until the substitute amendment is adopted.

1407 (3) The substitute amendment, as amended, is next voted on.
1408 If the substitute amendment is adopted, the underlying amendment
1409 to which it was offered shall not be voted upon, but the substitute

1410 amendment shall become part of the bill.

1411 (4) The amendment is voted on last. If any substitute has
1412 not been agreed to, the vote comes on the amendment as amended.

1413 (5) The House Committee Substitute is next voted upon, after
1414 opportunity for amendment. If the House Committee Substitute is
1415 adopted, there shall be an additional vote for the perfection of
1416 the bill, as amended.

1417 (6) If there is no House Committee Substitute, or if the
1418 House Committee Substitute is not adopted, the original House Bill
1419 is next voted upon, after opportunity for amendment.

1420 Amendments Incorporated In Bill

1421
1422 Rule 52. All amendments adopted by the House to a bill originating
1423 in the House shall be incorporated in the bill as perfected, and
1424 the bill, as thus perfected, shall be printed for the use of the
1425 members before its final passage, provided that the bill shall be
1426 subject to a titling amendment before the vote on perfection is
1427 taken. For purposes of this rule, a titling amendment shall not
1428 count against the Rule 87 prohibition on speaking twice on the same
1429 question. The perfecting and printing shall be done under the
1430 supervision of the Chief Clerk who shall assure that the bill is
1431 truly perfected and the printed copies furnished to the members are
1432 correct.

1433 BILLS AND JOINT RESOLUTIONS

1434 Ayes and Noes Taken

1435

1436 Rule 53. When a bill shall have passed the House and been returned
1437 from the Senate with amendments, such amendments may be concurred
1438 in collectively by a constitutional majority, unless objection be
1439 made, in which case the vote shall be taken severally, and no
1440 amendment or amendments shall be concurred in by the House except
1441 by a constitutional majority and the names of those voting for and
1442 against recorded upon the Journal of the House.

1443 Repassage

1444
1445 Rule 54. When all Senate amendments to House Bills have been
1446 concurred in by a constitutional majority of the House, the
1447 question shall then be put: "Shall the bill as amended be truly
1448 agreed to and finally passed?". On this question the ayes and noes
1449 shall be called for, and as on first passage, a constitutional
1450 majority shall be necessary to the final passage of the bill.

1451 Majority to Perfect

1452
1453 Rule 55. A quorum being present, a majority of those voting aye
1454 and no shall be sufficient to perfect a bill and order it printed.

1455 Amending After Perfection; Perfecting Amendments

1456
1457 Rule 56. No bill shall be amended after being perfected and
1458 printed without a reconsideration of the vote by which it was
1459 ordered perfected and printed and if such bill be amended, it shall
1460 again be perfected and printed, except that a perfecting amendment
1461 to make technical corrections is in order after the bill has been

1462 ordered perfected and printed and before it has been read the third
1463 time.

1464 Motion for Passage

1465
1466 Rule 57. When the Chief Clerk presents a bill as perfected and
1467 printed, it shall go upon the calendar to be agreed to and passed.
1468 When the bill is taken up in its order, the question shall then be:
1469 "Shall the bill be third read and passed?". It shall require a
1470 constitutional majority to sustain the question.

1471 Course After Passage

1472
1473 Rule 58. When a bill or joint or concurrent resolution passes the
1474 House, it shall be certified by the Chief Clerk, noting the day of
1475 its passage at the foot thereof.

1476 Perfecting Amendments on Bills Returned From the Senate

1477
1478 Rule 59. No bill or joint or concurrent resolution that has been
1479 returned from the Senate may be further amended without placing the
1480 bill in conference.

1481 Conference Reports

1482
1483 Rule 60. (1) *Signatures on a Conference Report.* All conference
1484 committees shall be composed of five conferees from each chamber.
1485 No conference report shall be submitted to either chamber unless
1486 approved by a majority vote of the full committee with not less
1487 than three conferees from the House and two conferees from the

1514 committee of the House, and shall otherwise be proceeded upon in
1515 like manner as a bill.

1516 Resolutions of Congress

1517
1518 Rule 62. All joint and concurrent resolutions of the Congress of
1519 the United States designed to submit to the legislature an
1520 amendment to the Constitution of the United States shall be
1521 submitted as a Concurrent Resolution and read on three separate
1522 days, shall be reported upon by a committee, shall be adopted only
1523 by a constitutional majority and shall otherwise be proceeded upon
1524 in like manner as a bill. The text of the amendment as proposed by
1525 the Congress of the United States shall not be amended.

1526 Reference of Resolutions, etc. Stand Referred

1527
1528 Rule 63. (1) All petitions, memorials, remonstrances,
1529 resolutions, and other papers offered shall stand referred,
1530 without reading, consideration, discussion, explanation, or
1531 debate, to the Committee on Consent and ~~House~~ Procedure unless
1532 timely referred to some other appropriate committee by the
1533 Speaker. Resolutions informing the Governor or the Senate that the
1534 House has convened, taken some action, or adjourned, resolutions
1535 to elect officers of the House, resolutions expressing the
1536 appreciation of the House to public officials, resolutions to
1537 adopt temporary rules, and concurrent resolutions to convene joint
1538 sessions may be adopted by the House upon introduction without
1539 referral to committee. Those papers that are favorably

1540 recommended by the committee for adoption by the House shall be
1541 listed in the Journal and placed upon a resolutions calendar.

1542 (2) Joint courtesy resolutions shall be allowed if
1543 established by the rules of the Senate.

1544 (3) Any resolution offered to request an investigation of a
1545 state official for the purposes of impeachment shall be referred to
1546 any committee designated by the Speaker. Articles of impeachment
1547 shall only be introduced by the committee designated to
1548 investigate the matter and shall be read on three separate days by
1549 journal entry.

1550 SENATE BILLS

1551 Referral

1552
1553 Rule 64. Each Senate Bill shall, upon second reading, be referred
1554 to the appropriate committee of the House.

1555 Go Upon The Calendar

1556
1557 Rule 65. When a Senate Bill is reported from the committee to
1558 which it was referred with the recommendation that it "Do Pass", or
1559 "Without Recommendation", it shall be referred to a Committee on
1560 Rules. When a Senate Bill is reported from a Committee on Rules
1561 with the recommendation that it "Do Pass", or "Without
1562 Recommendation", it shall go upon the House Calendar for the third
1563 reading and final passage, provided that no Senate Bill shall be
1564 taken up for initial consideration by the House unless it has been
1565 upon the Calendar for at least one legislative day.

1566 Senate Bills Reported "Do Not Pass"

1567
1568 Rule 66. If a Senate Bill is reported from the committee to which
1569 it was referred with the recommendation that it "Do Not Pass" it
1570 shall not go upon the calendar of the House for third reading and
1571 final passage, unless so ordered by a constitutional majority of
1572 the House. In such case, the motion to place the bill on the
1573 calendar shall be made within three legislative days of the report
1574 and by a member who has been requested by the Senate sponsor of the
1575 bill. If such a motion is sustained, the bill shall be referred to
1576 a Committee on Rules for further action thereon.

1577 Amendments

1578
1579 Rule 67. Senate Bills may be amended by the House when placed upon
1580 third reading and final passage, and any Senate bill so amended
1581 shall be subject to a titling amendment before the final vote is
1582 taken thereon.

1583 BILLS NOT TO BE PASSED ON PREVIOUS ROLL CALL

1584
1585 Rule 68. No bill shall be passed by any roll call previously taken
1586 on another bill, nor shall more than one bill be passed on any one
1587 roll call.

1588 MOTIONS, DEBATE, and FLOOR PROCEEDINGS

1589 Shall Be Read or Stated Before Debate

1590
1591 Rule 69. When a motion is made, it shall be stated by the chair

1618
1619 Rule 74. When any motion has been made and lost, no similar motion
1620 shall be entertained until some other business is transacted by the
1621 House.

1622 Privileged Motions In Order - When

1623
1624 Rule 75. Except as otherwise limited herein, and except when a
1625 member is speaking or the roll is being called, the privileged
1626 motions set forth in Rule 73 are always in order, and pending the
1627 result of such a motion, no member shall leave his or her seat in
1628 the House.

1629 Previous Question

1630
1631 Rule 76. Any member may move the previous question. The motion
1632 shall be restated by the Speaker in this form: "Shall the question
1633 under immediate consideration be now put?". It may be moved like
1634 any other question but it shall only prevail when supported by a
1635 constitutional majority and until decided shall preclude
1636 amendments and debate. If the motion is sustained, the proponent
1637 of the matter under consideration shall be allowed one minute in
1638 which to make a closing statement before the House votes on the
1639 question. A failure to sustain the motion shall not take the
1640 matter under consideration from further consideration of the
1641 House; but the House shall proceed as if the motion had not been
1642 made.

1643 Not Debatable

1670 Question Laid on the Table - How Taken Up

1671
1672 Rule 80. When a question has been laid on the table, the same
1673 cannot be taken up again without a vote of two-thirds of the
1674 members present.

1675 Motion to Recommit to Committee

1676
1677 Rule 81. Any member may make a motion, at any time prior to the
1678 time such bill is third read and passed, that a bill be recommitted
1679 to the committee from which it was reported or that a bill be
1680 committed to another specifically named committee in the original
1681 form of the bill as it was referred to the committee of origin,
1682 which shall be sustained if a majority of the members present vote
1683 in the affirmative.

1684 Motion to Reconsider - Shall Be Made Within Three Days

1685
1686 Rule 82. When a motion that a bill be perfected and printed, or
1687 that a bill be agreed to, read a third time, and placed upon its
1688 passage fails, or when any other question is decided by the House,
1689 any member voting on the prevailing side may move to reconsider the
1690 vote, provided that the motion to reconsider is made within three
1691 legislative days after the day on which the vote was taken.

1692 Procedure for Motion to Reconsider

1693
1694 Rule 83. A constitutional majority is required to sustain any
1695 motion to reconsider. If the motion to reconsider is sustained,

1696 the House shall proceed to the original question or motion
1697 immediately before proceeding to other questions; whereupon the
1698 original question shall be voted upon before any other business of
1699 the House is transacted. This shall not preclude further debate or
1700 amendment of the proposition, if otherwise appropriate. Any
1701 motion to reconsider having failed once shall not be reconsidered
1702 again, except to reconsider the vote by which an appropriation bill
1703 failed to pass. In the case of an appropriation bill, the motion
1704 to reconsider may be considered as many times as the House chooses.

1705 On Speaking

1706
1707 Rule 84. When any member is about to speak in a debate or deliver a
1708 matter to the House, he or she shall rise from his or her seat and
1709 respectfully address himself or herself to "Mr. Speaker" or "Madam
1710 Speaker". The member shall refer, as appropriate, to other members
1711 as "Lady", "Gentleman" or "Representative". The member shall
1712 confine himself or herself to the questions under debate and avoid
1713 personality and derogatory personal comments. If any member
1714 violates the rules of the House, the Speaker, or any member, may
1715 call him or her to order. Any member called to order shall
1716 immediately sit down, unless permitted to explain, and the House
1717 shall, if appealed to, decide the case.

1718 Appeals

1719
1720 Rule 85. If there is no appeal, the decision of the Speaker is
1721 final. If the decision of the Speaker is in favor of the member

1722 called to order, he or she may proceed; if otherwise, and the case
1723 requires it, he or she shall be liable to the censure of the House.

1724 Member to Rise or Seek Recognition

1725
1726 Rule 86. The Speaker shall not recognize any member desiring to
1727 speak unless such member arises or appropriately seeks recognition
1728 at or near his or her desk. When two or more members seek
1729 recognition at the same time, the Speaker shall name the member who
1730 is to speak first, the other members having the preference next to
1731 speak.

1732 Member May Speak - How Often

1733
1734 Rule 87. No member shall speak more than twice on the same
1735 question without leave of the House, nor more than once until all
1736 other members desiring to speak have spoken. Except when reporting
1737 a bill or resolution from a committee, no member may speak or
1738 inquire for more than fifteen minutes unless by unanimous consent
1739 of the House. When the question is to third read and pass a House
1740 Bill or House Joint Resolution, no member may speak or inquire for
1741 more than [~~ten~~] five minutes unless by unanimous consent of the
1742 House. When the question is to third read and pass a House Consent
1743 Bill or a Senate Consent Bill, the floor handler of the bill and
1744 the ranking committee member from the party not the same as the
1745 bill handler shall not speak or inquire for more than ten minutes.
1746 Other members shall not speak or inquire for more than five minutes
1747 on such bills. The provisions of this rule shall not take

1748 precedence over any limitations set pursuant to Rule 24 (28).

1749 No Member Shall Name Another Member in Debate

1750

1751 Rule 88. No member shall name another member in debate, but shall
1752 refer to the member by district number or county.

1753 Members Not to Use Profanity

1754

1755 Rule 89. No member may use profanity either while speaking on the
1756 floor or in committee.

1757 Members Not to Walk Across House - When

1758

1759 Rule 90. While the Speaker is putting any question or addressing
1760 the House, no one shall walk out of or cross the House. When a
1761 member is speaking, no member shall engage in any private
1762 conversation; nor while a member is speaking shall anyone pass
1763 between him or her and the Speaker. No member shall walk between
1764 two members who are engaged in debate or inquiries in the Hall of
1765 the House.

1766 Order of Questions

1767

1768 Rule 91. Except as otherwise set forth in these rules, all
1769 questions shall be propounded in the order in which they are moved
1770 except privileged questions, which shall be propounded as stated
1771 in Rule 73.

1772 CONSTITUTIONAL MAJORITY AND QUORUM

1773

1774 Rule 92. The term "constitutional majority", as used herein, shall
1775 mean eighty-two members of the House. A quorum shall be required
1776 at any time bills are considered, motions are made, or votes are
1777 taken.

1778 Voting

1779
1780 Rule 93. (1) Every member shall be present within the Hall of the
1781 House during its sittings, unless excused or necessarily
1782 prevented, and shall vote on each question put, unless he or she
1783 has a direct personal or pecuniary interest in such question. No
1784 member shall be recorded as voting when he or she was not present
1785 when the vote was taken. Nothing herein contained shall prohibit a
1786 member from voting "Present" on a question, and such vote shall be
1787 recorded in the Journal. In the case of equal division, the
1788 question shall be lost. In the event that a member's vote or
1789 absence is incorrectly recorded in the Journal, he or she shall
1790 file with the Chief Clerk an affidavit stating that he or she was
1791 in the chamber at the time the vote was taken, that he or she did in
1792 fact vote, that the vote or absence was incorrectly recorded, and
1793 the correct vote that should have been recorded. In addition to
1794 any other penalty provided by rule or law, the filing of a false
1795 affidavit shall subject that member to censure by the House.

1796 (2) A member may not authorize any other person to cast his
1797 or her vote or record his or her presence. No other person may cast
1798 a member's vote or record a member's presence. A vote by a member
1799 of a committee with respect to any measure or matter may not be
1800 cast by proxy.

1801 Verification of the Roll

1802 Members Not to Interrupt Calling of Ayes and Noes; Changing Vote

1803
1804 Rule 94. Except as otherwise specifically allowed by these rules,
1805 no member shall be permitted to interrupt a roll call, and no
1806 member shall be allowed to vote or change his or her vote, except
1807 to have his or her vote correctly recorded, after a verification
1808 has begun or after the final vote is announced.

1809 Demand for Verification

1810
1811 Rule 95. Any five members may demand a verification of the roll
1812 call if such is made at any time prior to the time the voting has
1813 ended; which, in the event of electronic voting, shall be when the
1814 Speaker orders the voting board closed. A demand for verification
1815 and a call for absentees are the only reasons for which a member
1816 may interrupt a roll call vote.

1817 Bell to Signal Recorded Vote

1818
1819 Rule 96. At a reasonable time prior to the beginning of calling
1820 the ayes and noes on any question, a bell notifying the members of
1821 a roll call shall be sounded. After the votes are registered, the
1822 absentees shall be noted and upon demand of any member, another
1823 bell signifying that a call of absentees is being taken shall be
1824 sounded and a reasonable time shall be allowed after the sounding
1825 of the bell before the voting is closed.

1826 Roll Call Votes

1827
1828 Rule 97. In all cases where a rule of the House of Representatives
1829 refers to the "calling of the names of the members" or "calling of
1830 the ayes or noes" or "calling of the roll", such reference shall be
1831 understood to refer also to the "taking" of the vote by electronic
1832 roll call system. There shall be a taking of the vote by
1833 electronic roll call system on the motion of any one member which
1834 is seconded by four other members immediately standing. A vote by
1835 electronic roll call shall be limited to thirty minutes, except in
1836 the cases of quorum calls. In the event that the electronic roll
1837 call system is inoperable, the taking and recording of such vote
1838 shall be done by calling the name of each member and recording the
1839 respective aye, no, or present votes. Any member not responding
1840 when his or her name is called shall be recorded as absent.

1841 Dress Code

1842
1843 Rule 98. At all times when the House is seated, proper attire for
1844 gentlemen shall be business attire, including coat, tie, dress
1845 trousers, and dress shoes or boots. Proper attire for women shall
1846 be business attire, including jackets worn with dresses, skirts,
1847 or slacks, and dress shoes or boots. For the purposes of this
1848 rule, "jacket" shall include blazers, cardigans, and knit blazers.
1849 This rule shall apply to all members and staff on the floor of the
1850 House and lower gallery.

1851 Eating, Smoking, Distracting Activities

1852

1879 person to ascend the dais.

1880 Chamber Desks

1881

1882 Rule 102. No person, except a member or employee of the House,
1883 shall distribute or cause to be distributed any pamphlets,
1884 materials, or other printed literature to the members' desks or
1885 mailboxes in the House. House employees shall only distribute such
1886 literature if instructed to do so by a member or by the Chief
1887 Clerk. All copies of pamphlets, materials, or printed literature
1888 distributed by a member or employee of the House shall bear the
1889 name of the person causing the copy to be distributed and its
1890 source of origin, and shall be approved by the Chief Clerk prior to
1891 distribution.

1892 Personal Privilege

1893

1894 Rule 103. Any member may, as a matter of personal privilege, speak
1895 for a period not longer than five minutes upon such matters as may
1896 collectively affect the House, its rights, its dignity, and the
1897 integrity of its proceedings or the rights, reputation, and
1898 conduct of its individual members in their respective capacities
1899 only. No member shall be permitted to utilize personal privilege
1900 to debate any motion, bill, resolution, memorial, or other
1901 business pending before the House.

1902 Subpoena Power

1903

1904 Rule 104. (1) Subpoenas for witnesses and the production of

1905 records or documents may be issued at the request of any member of
1906 the House. All process awarded by the House, and subpoenas and
1907 other process for witnesses whose attendance is required by the
1908 House, shall be under the hand of the Speaker and attested by the
1909 Chief Clerk and shall be executed by the sergeant-at-arms or by a
1910 special messenger appointed for that purpose.

1911 (2) Any person who without adequate excuse fails to obey a
1912 subpoena served upon the person under subdivision (1) of this rule
1913 may be held in contempt.

1914 (3) The House may enforce any issued subpoenas as otherwise
1915 provided by law.

1916 INTERIM PROCEDURE

1917 Bills - End of First Regular Session

1918
1919 Rule 105. All House Bills or House Joint and Concurrent
1920 Resolutions in possession of the House and not finally acted upon
1921 shall, at 5:59 p.m. on the first Friday following the second Monday
1922 in May in odd-numbered years, be laid on the Speaker's desk. All
1923 Senate Bills and Senate Joint and Concurrent Resolutions in
1924 possession of the House and not finally acted upon shall, at 5:59
1925 p.m. on the first Friday following the second Monday in May in odd-
1926 numbered years, be laid on the President Pro Tem's desk.

1927 Bills - Pre-Filing

1928
1929 Rule 106. A member or member-elect of the House of Representatives
1930 may file a bill or joint resolution by mail or in person with the

1931 Chief Clerk of the House at any time during the period beginning on
1932 December first and ending on the day before a regular session
1933 begins which next precedes the session at which the bill or joint
1934 resolution is to be considered. No committee shall file a House
1935 Committee Bill during this pre-filing period. Upon receiving a
1936 bill or joint resolution filed during the pre-filing period
1937 preceding a regular session of the General Assembly in odd-
1938 numbered years, the Chief Clerk of the House shall immediately
1939 date, number, and have the bill or joint resolution printed in the
1940 most economical manner as approved by the Committee on Consent and
1941 **[House]** Procedure and made available according to the rules and
1942 practices of the General Assembly next preceding that for which the
1943 bill or joint resolution is filed and those bills and joint
1944 resolutions received during the filing period preceding a regular
1945 session in an even-numbered year shall be printed and made
1946 available according to the then effective rules of that General
1947 Assembly. All bills or joint resolutions that are pre-filed shall
1948 be deemed filed on the day the House begins its regular session.

1949 Interim Committees

1950
1951 Rule 107. All regular or special standing committees may meet to
1952 consider bills or perform any other necessary legislative function
1953 during the interim, if approved by the Speaker. The Speaker may
1954 appoint special interim committees or subcommittees to consider
1955 bills or perform other necessary legislative duties. Members of
1956 each of the committees, or any subcommittee thereof, shall be
1957 reimbursed for their necessary and actual expenses incurred while

1958 attending meetings of the committee or subcommittee, if approved
1959 by the Speaker.

1960 CALL OF THE HOUSE

1961 Names of Absentees to Be Called

1962
1963 Rule 108. A call of the House may be made at any time on motion
1964 seconded by ten members and sustained by a majority of those
1965 present; (names of members may be called orally or by electronic
1966 roll call) and under a call of the House a majority of those
1967 present may send for and compel the attendance of absent members;
1968 and a majority of all the members present shall be a sufficient
1969 number to adjourn.

1970 Absent Members May Be Sent For

1971
1972 Rule 109. Upon the call of the House, the names of those members
1973 present shall be recorded and the absentees noted, and those whose
1974 names do not appear may be sent for and taken into custody wherever
1975 found by the Sergeant-at-Arms or special messenger appointed.

1976 Prohibited While Voting In Progress

1977
1978 Rule 110. No call of the House shall be made after the Speaker has
1979 directed the clerk to open the electronic voting device to record
1980 the names of the members and until the vote be announced.

1981 Majority Not Under Arrest May Censure And Fine Delinquent Members

1982
1983 Rule 111. The majority of those present, not under arrest, may

1984 make an order for the censure or fine of delinquent members and
1985 prescribe the terms under which they shall be discharged.

1986 Release from Custody

1987
1988 Rule 112. When a member shall have been discharged from custody
1989 and admitted to his or her seat, the House shall decide whether
1990 such discharge shall be with or without fees; and, in like manner,
1991 whether a delinquent member, taken into custody by a special
1992 messenger shall defray the expense of such special messenger.

1993 COMMITTEE OF WHOLE HOUSE

1994 When Permitted

1995
1996 Rule 113. On motion, the House may resolve itself into a Committee
1997 of the Whole House for consideration of any business which may
1998 properly come before it.

1999 Chair Appointed by Speaker

2000
2001 Rule 114. In forming a Committee of the Whole House, the Speaker
2002 shall leave his or her chair, and a Chair preside in the Committee,
2003 who shall be appointed by the Speaker.

2004 Procedure upon Bills

2005
2006 Rule 115. Upon a bill being committed to a Committee of the Whole
2007 House, the same shall be read and debated by clauses or sections,
2008 as determined by the committee, leaving the preamble to be last
2009 considered. After report, the bill shall again be subject to debate

2010 and amendment before being perfected and printed.

2011 Chief Clerk Shall Keep and Record Proceedings

2012
2013 Rule 116. The Chief Clerk shall keep and record the proceedings of
2014 the Committee of the Whole House and shall include its proceedings
2015 in the Journal of the House when appropriate.

2016 Amendments Shall Be Noted

2017
2018 Rule 117. All amendments made to reports, resolutions, or other
2019 matters committed to a Committee of the Whole House shall be noted
2020 and reported, as in case of bills.

2021 Rules of Proceedings

2022
2023 Rule 118. Rules and proceedings of the House shall be observed in
2024 Committee of the Whole House, as far as they are applicable.

2025 Quorum

2026
2027 Rule 119. A majority of the members elected shall be a quorum to do
2028 business, and if, at any time, a sufficient number shall not be
2029 present in Committee of the Whole House, and the Committee shall
2030 arise, and the Speaker shall resume the chair and the chair report
2031 the cause of the rising of the Whole Committee.

2032 VETO AND WITHHOLD OVERRIDE PROCEDURES

2033
2034 Rule 120. *Veto Procedures.* Any bill, or item or portion of an item
2035 in an appropriations bill, vetoed by the Governor and returned to

2036 the House by the Governor or received from the Senate shall stand
2037 as reconsidered and such action shall be taken as prescribed by the
2038 Constitution and the rules contained herein. Upon receipt, the
2039 message containing the Governor's actions may be read and shall be
2040 entered into the Journal. Consideration of a vetoed bill, or item
2041 or portion of an item in an appropriations bill, shall be in order
2042 at any time during sessions of the House. Consideration of a
2043 vetoed bill, or item or portion of an item in an appropriations
2044 bill, shall have priority of business and shall have precedence
2045 over and may supersede the order of business, but shall not
2046 interrupt a calling of the roll.

2047

2048 Rule 121. *Withhold Override Procedures.*

2049 (1) Any appropriation for which the rate of expenditure of
2050 allotments is not equal quarterly allotments, the sum of which
2051 shall be equal to the amount of the appropriation, shall stand as
2052 reconsidered with respect to such allotments and such action shall
2053 be taken as prescribed by the Constitution and the rules contained
2054 herein. Upon receipt, any proclamation issued by the Governor
2055 relating to such allotments may be read and shall be entered into
2056 the Journal. Reconsideration of the allotments of any
2057 appropriation shall be in order at any time during sessions of the
2058 House. Reconsideration of the allotments of any appropriation
2059 shall have priority of business and shall have precedence over and
2060 may supersede the order of business, but shall not interrupt a
2061 calling of the roll.

2062 (2) Any appropriation for which the Governor reduces the

2063 expenditures of the state or any of its agencies below their
2064 appropriations shall stand as reconsidered with respect to such
2065 reductions and such action shall be taken as prescribed by the
2066 Constitution and the rules contained herein. Upon receipt, any
2067 proclamation issued by the Governor relating to such reductions
2068 may be read and shall be entered into the Journal. Reconsideration
2069 of the reduction of any appropriation shall be in order at any time
2070 during sessions of the House. Reconsideration of the reduction of
2071 any appropriation shall have priority of business and shall have
2072 precedence over and may supersede the order of business, but shall
2073 not interrupt a calling of the roll.

2074 ADMISSIION TO HALL

2075 Definitions

2076
2077 Rule 122. The space between the granite columns shall be known as
2078 the floor of the House and the space beyond the granite columns on
2079 either side shall be known as the lower gallery, and the space on
2080 the upper floor of the House shall be known as the upper gallery.

2081 Admission to House Floor

2082
2083 Rule 123. No person shall be admitted to the floor of the House or
2084 the House East Gallery other than the officers and members of the
2085 House and the staffs of the Speaker, Speaker Pro Tem, Majority and
2086 Minority Floor Leaders, Assistant Majority and Minority Floor
2087 Leaders, Majority and Minority Whips, and Chair of the Budget
2088 Committee and, at the request of the Speaker, technical support

2089 staff needed to maintain data processing equipment and other
2090 equipment. Other persons may be admitted to the floor and East
2091 Gallery with the consent of the House. For the purposes of this
2092 rule, the Chief Clerk's staff, the Assistant Chief Clerk, any
2093 doormen, sergeant-at-arms and House Photographer are considered
2094 officers of the House. Guests may upon written request, submitted
2095 five days in advance and with the consent of the Speaker, address
2096 the House from the dais at the beginning or adjournment of a daily
2097 legislative session or any recess thereof.

2098 Admission to Lower Gallery

2099
2100 Rule 124. No person shall be admitted to the lower gallery of the
2101 House except members of the General Assembly, spouses of members,
2102 employees of the General Assembly, Joint Committee staff, the
2103 Governor, the Lieutenant Governor, the Secretary of State, the
2104 State Auditor, the State Treasurer, the State Attorney General,
2105 Judges of the Supreme Court, Clerk of the Supreme Court, Judges of
2106 the Courts of Appeal or Circuit Courts, Members of Congress, the
2107 Governor's Chief of Staff and former members of the General
2108 Assembly who are not registered lobbyists or who do not lobby for
2109 an individual or organization, and physically disabled persons.
2110 No official or other person, except current members of the General
2111 Assembly, otherwise allowed to enter the lower gallery by this rule
2112 shall engage in any activity supporting or opposing any bill or
2113 resolution before the House from the lower gallery. Other persons
2114 may be admitted to the gallery by the Speaker upon special request
2115 of any Representative when the House is in session. Members of the

2116 press may enter the lower galleries while the House is in session
2117 for the purpose of interviewing members of the House. The Speaker
2118 may, at any time, restrict or limit admission of guests to the
2119 lower gallery.

2120 Admission to Upper Gallery

2121
2122 Rule 125. The gallery at the front of the chamber above the
2123 Speaker's dais shall be reserved for members of the Missouri
2124 Capitol News Association holding valid credentials issued by the
2125 Speaker and any other member of the press issued credentials by the
2126 Speaker. All other upper galleries shall be open to the public.

2127 HOUSE RECORDS

2128
2129 Rule 126. (1) Members may keep constituent case files, and
2130 records of [~~the caucus of the majority or minority party of the~~
2131 ~~house~~] a party conference or caucus that contain conference or
2132 caucus strategy, confidential. Constituent case files include any
2133 correspondence, written or electronic, between a member and a
2134 constituent, or between a member and any other party pertaining to
2135 a constituent's grievance, a question of eligibility for any
2136 benefit as it relates to a particular constituent, or any issue
2137 regarding a constituent's request for assistance.

2138 (2) All records obtained by a committee operating in an
2139 oversight or investigative capacity shall be open records unless
2140 closed by the committee pursuant to the Constitution of Missouri,
2141 House Rule, regulations, or other law.

2142
2143
2144
2145
2146
2147
2148
2149
2150
2151
2152
2153
2154
2155
2156
2157
2158
2159
2160
2161
2162
2163
2164
2165
2166
2167

RULES

May Be Rescinded or Amended - How

Rule 127. Any motion or resolution purporting to rescind or change the standing rules of the House or to introduce a new rule shall stand without reading or consideration and without discussion, explanation, or debate to the Committee on Consent and ~~House~~ Procedure. Such motions or resolutions as shall be favorably recommended by such committee for adoption by the House shall, upon such recommendation, be printed in the Journal and shall be placed upon a Resolutions Calendar. A constitutional majority shall be required to pass such a resolution. Nothing herein shall prohibit a member from offering substitute rules or amendments to rules recommended by the committee.

May Be Dispensed With

Rule 128. Rules 73, 82, 83, and this rule of the House shall not be suspended or dispensed with, unless by unanimous consent or unless two-thirds (2/3) of the elected members concur therein. No other standing rule or order of the House shall be dispensed with, except by unanimous consent or unless a constitutional majority concurs therein and motions for that purpose shall be limited to the question or proposition under consideration.

JEFFERSON'S MANUAL

Rule 129. The rules of parliamentary practice comprised in

2168 "Jefferson's Manual" and the "Rules of the House of
2169 Representatives of the United States", and the official collection
2170 of precedents and interpretations of the rules by parliamentary
2171 authorities of the United States House of Representatives shall
2172 govern the House in all cases in which they are applicable and not
2173 inconsistent with the standing rules and orders of the House and
2174 the joint rules of the Senate and House of Representatives. The
2175 Chief Clerk, the Speaker, the Speaker Pro Tem, the Majority Floor
2176 Leader, the Assistant Majority Floor Leader, the Minority Floor
2177 Leader, and the Assistant Minority Floor Leader will make
2178 available copies of these documents in their offices to any member
2179 who so requests. Three copies of these documents shall be
2180 available during sessions of the House: one copy shall be at a
2181 location determined by the majority party and one copy shall be at
2182 a location determined by the minority party and one copy shall be
2183 in the possession of the Chief Clerk or his or her designee. If
2184 digital copies exist, links shall be available on the House
2185 intranet. The documents shall be purchased by the House and shall
2186 be the property of the House and not of the individual holding
2187 office. The Manual, Rules, precedents, and interpretations above
2188 referred to shall be taken as authority in deciding questions not
2189 otherwise provided for in these rules. The House may additionally
2190 consult "Robert's Rules of Order" and "Mason's Manual of
2191 Legislative Procedure" as supplemental authority, to the extent
2192 consistent with the standing rules and orders of the House and the
2193 joint rules of the Senate and House of Representatives.

2194 CAUCUS OR CONFERENCE DESIGNATION

2195
2196 Rule 130. For purposes of these rules, the terms "caucus" and
2197 "conference" shall have the same meaning as the term "caucus" is
2198 defined in state statute.