

Stricken language would be deleted from and underlined language would be added to HOUSE rules.

1 State of Arkansas
2 85th General Assembly
3 House Caucus, 2005

HR 1036

4
5 By: Representatives Stovall, Cowling
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HOUSE RESOLUTION

9 TO AMEND THE RULES OF THE HOUSE OF
10 REPRESENTATIVES OF THE EIGHTY-FIFTH GENERAL
11 ASSEMBLY.
12

Subtitle

14 TO AMEND THE RULES OF THE HOUSE OF
15 REPRESENTATIVES OF THE EIGHTY-FIFTH
16 GENERAL ASSEMBLY.
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18

19 NOW THEREFORE,

20 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE EIGHTY-FIFTH GENERAL
21 ASSEMBLY OF THE STATE OF ARKANSAS:
22

23 SECTION 1. The Rules of the House of Representatives of the Eighty-
24 Fifth General Assembly of the State of Arkansas are amended to read as
25 follows:
26

MEMBERS

28 1. Every representative shall be present within the House during the
29 session of the House and every member shall be present at each committee
30 meeting of which he/she is a member, unless excused or necessarily prevented.
31 It is the policy of the Arkansas General Assembly, as a term-limited body, to
32 encourage legislators to learn as much as possible by attending meetings of
33 committees of which they are not a member. Prior signed and documented
34 approval must be obtained from the chairperson of a committee for a visiting
35 non-committee member to enjoy certain privileges offered to regular members.

36 2. For the purpose of seating in the House Chamber for an upcoming



1 regular session of the General Assembly, the Speaker of the House shall, on
2 the first Friday following the November General Election, declare all House
3 Chamber seats vacant and representatives and representatives-elect must
4 select in the order of their seniority any seat not occupied after
5 notification by the Chief Clerk of available seats. Absence or failure to
6 select a seat at the assigned selection time will automatically allow the
7 Speaker to assign the member to his or her same seat if it is available or
8 the member or member-elect to a seat selected by the Speaker. Immediately
9 following the selection of a seat by a member or member-elect or assignment
10 of a seat by the Speaker, the member or member-elect's signature or Speaker's
11 signature is required. Following all seat selections or assignments, member
12 or member-elect's signatures or the Speaker's signature shall represent final
13 movement. The Chief Clerk shall furnish voting machine and desk keys.

14 3. When it is necessary for seniority of in-coming members to be
15 determined by lot, the Speaker of the House and the Speaker-designate of the
16 House shall conduct a drawing by lots upon receiving certification from the
17 Secretary of State of the election of membership to each General Assembly.
18 Incoming members with previous legislative tenure shall be placed highest in
19 seniority among the in-coming members based upon previous terms of service.
20 Where an equivalence of terms of service exists, seniority for those with
21 equal terms shall be asserted by drawing lots to determine their numerical
22 standing.

23 4. A majority of all representatives elected to the House shall be
24 necessary to transact business. When less than a quorum of House members
25 shall assemble, those present shall be authorized to send for the absent
26 representatives or adjourn. Penalties may be decided by a majority of the
27 representatives present. (Art. 5, Sec. 11)

28 5. Each representative is expected to vote on each question put before
29 the House unless he/she has an immediate personal interest.

30 6. Any representative shall have the right to explain his/her vote on
31 any bill or other question before the House, in writing. Such explanation
32 shall not be entered upon the Journal, but shall be filed with the Chief
33 Clerk.

34 7. Every bill or resolution in the possession of the House or of any
35 committee thereof shall be made available to any member for his/her
36 examination.

1 ballot and distributed among the membership of the House of Representatives
 2 in the same manner provided above.

3 10.(a)(4) If it is determined that the Speaker-designate will not
 4 serve as a member of the House of Representatives of the next-following
 5 General Assembly due to death, resignation, failure to be a candidate for
 6 reelection in the party primary election, or failure to be reelected as a
 7 party candidate in the Primary Election, a vacancy in the position of
 8 Speaker-designate shall exist and be filled at the caucus of the entire House
 9 of Representatives-elect held on the Friday of the week designated for the
 10 biennial Institute of Legislative Procedure (House Legislative Orientation),
 11 and the Speaker of the House of Representatives shall be elected upon
 12 convening of the next regular session.

13 10.(a)(5) It is the intent of this subsection that the Speaker-
 14 designate be the Speaker of the House of Representatives of the next-
 15 following General Assembly, subject to selection by the membership of the
 16 House upon convening of the regular session.

17 10.(a)(6) Petitions seeking pledge signatures of members of the House
 18 of Representatives for a particular candidate seeking selection as Speaker-
 19 designate shall not be circulated among the members of the House of
 20 Representatives.

21 10.(b) At the beginning of each session the members of the House of
 22 Representatives shall choose from its own membership a presiding officer
 23 designated as the Speaker of the House of Representatives.

24 11. Duties. The duties of the Speaker of the House shall be to:

25 11.(a) Take the chair each day at the hour fixed on the preceding day
 26 at adjournment. After the opening prayer and pledge of allegiance, he/she
 27 shall immediately call the members to order, and on the appearance of a
 28 quorum, cause the Journal of the preceding day to be read;

29 11.(b) Have control of the area set aside for use by the House and, in
 30 case of disturbance therein, shall have the authority to have the areas
 31 cleared. He/she or his/her designee shall supervise and control the
 32 temporary employees while the legislature is in session and the permanent
 33 employees during the biennium (A.C.A. 10-2-125 -- Employees of the House of
 34 Representatives);

35 11.(c) Preserve order and decorum;

36 11.(d) Sign all acts, proceedings and orders of the House. All writs,

1 warrants and subpoenas issued by the House shall be signed and attested by
 2 him/her and the Clerk (J.R. 10; A.C.A. 21-10-101 thru 21-10-108);

3 11.(e) Decide, with assistance of the Parliamentarian, all points of
 4 order, subject to appeal by any representative;

5 11.(f) Appoint and confirm all representatives to certain committees
 6 and to appoint and confirm committee chairpersons and vice chairpersons in
 7 accordance with the House Rules and Statutes;

8 11.(g) Assign all bills to their appropriate committee;

9 11.(h) The Speaker shall not be required to vote, but may do so at
 10 his/her discretion. If the Speaker allows a substitute Speaker, neither the
 11 Speaker nor the substitute Speaker, if voting, shall be struck during the
 12 sounding of the ballot.

13 11.(i) State the question to the House before each vote is taken;

14 11.(j) Appoint, at the beginning of each session, a member of the
 15 House to serve as Speaker Pro Tempore. The Speaker Pro Tempore shall serve
 16 during the absences of the Speaker and shall perform the Speaker's duties.
 17 The Speaker Pro Tempore shall not serve more than ten (10) consecutive
 18 legislative days without the consent of the House, or beyond adjournment.
 19 The Speaker of the House may appoint Assistant Speakers Pro Tempore, one (1)
 20 from each House Caucus District;

21 11.(k) Supervise and direct the preparation of the daily House
 22 calendar (J.R. 12);

23 11.(l) Administer the Oath of Office to the Chief Clerk and the
 24 Parliamentarian at the beginning of each legislative session;

25 11.(m) Vacate the Speaker's office by January 1 of the calendar year
 26 that a new General Assembly is to convene (odd-numbered years) so as to allow
 27 the Speaker-designate the privilege of the use of the office in preparation
 28 for the forthcoming General Assembly;

29 11.(n) Vacate the Speaker's premises by October 1 in the even-numbered
 30 years; and

31 11.(o) Keep a permanent register of the seniority of the members of
 32 the House of Representatives.

33 11.(p) When either body shall request a conference, and appoint a
 34 committee for that purpose, the other body shall also appoint a committee of
 35 equal number to confer, and such conference shall be held at any time and
 36 place agreed on by the chairpersons.

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COORDINATOR OF HOUSE LEGISLATIVE SERVICES

12. The Coordinator of House Legislative Services shall be appointed by the Speaker of the House with the approval of the House Management Committee. (Art. 5, Sec.11)

13. The duties of the Coordinator of House Legislative Services shall be to:

13.(a) Coordinate and supervise the activities of all temporary and permanent House employees, i.e., Chief Clerk, Chief Fiscal Officer, Executive Secretary, Assistant Executive Secretary, House Information Officer, and House Properties Manager;

13.(b) Keep or cause to be kept all fiscal accounts and records;

13.(c) Approve, by co-signing with the Speaker of the House, disbursements of all House funds;

13.(d) Acquire stationery, postage and other supplies and equipment for the House of Representatives and its members; (A.C.A. 10-3-602 -- Joint Committee on Legislative Printing Requirements and Specifications)

13.(e) Approve for disbursement all interim expense funds;

13.(f) Act as travel supervisor;

13.(g) Act as purchasing agent;

13.(h) Act as custodian of House properties; and

13.(i) Review and approve all requests for employee leave.

THE CHIEF CLERK

14. The Chief Clerk shall be appointed by the Speaker-designate by November 1 of the even-numbered years, subject to confirmation by a majority vote of the membership of the House. (Article 5, Sec. 11)

15. The duties of the Chief Clerk shall be to (A.C.A. 10-2-102):

15.(a) Have custody of all bills, papers and records of the House and not to permit them to be taken out of his/her custody except by the provisions established in House Rule #8. Staff must sign a receipt for all bills taken from the Clerk;

15.(b) Keep the Journal of the proceedings of the House, and, under the direction of the Speaker, subject to the will of the House, correct errors in the Journal;

15.(c) Keep the necessary records for the House;

1 Parliamentarian until the appointment of a new Parliamentarian. In the
 2 absence of a Parliamentarian of the previous House, the Speaker of the House
 3 shall designate a temporary Parliamentarian to convene the first session of
 4 the House;

5 16.(b) Assist the Speaker in deciding all points of order;

6 16.(c) Advise the Speaker on the proprieties of motions and the
 7 numbers of votes necessary for passage;

8 16.(d) Assist the Speaker in the supervision of the preparation of the
 9 daily House calendar;

10 16.(e) Assist the Speaker in the selection of a Chaplain for the day;

11 16.(f) Assist the Speaker in the assignment of bills to their
 12 appropriate committee;

13 16.(g) Sit as an ex-officio non-voting member of the House Rules
 14 Committee, and serve as secretary and advisor to the House Committee on the
 15 Journal; Engrossed and Enrolled Bills;

16 16.(h) Prepare and distribute the House Rules and amendments thereto,
 17 under the supervision of the Speaker and the House Rules Committee; and

18 16.(i) Have an adequate knowledge of Parliamentary Law and the Rules
 19 of the Arkansas House of Representatives.

20
 21 **PARLIAMENTARY PRACTICE**

22 17. When a question is under debate, motions shall have precedence in
 23 the following order+ (the request for a quorum call is always in order; the
 24 Chairperson is not compelled to accept any motion):

25 17.(a) To fix the time to which the House will adjourn (non-debatable)
 26 (majority of a quorum);

27 17.(a)(1) (A majority of a quorum is a majority of those voting when
 28 at least a majority of the members are present and voting;)

29 17.(b) To adjourn (non-debatable) (majority of a quorum);

30 17.(c) To take a recess (non-debatable) (majority of a quorum);

31 17.(d) Postpone temporarily; lay on the table (non-debatable)
 32 (majority of a quorum) To take from the table (non-debatable) (majority of a
 33 quorum);

34 17.(e) Immediate consideration (non-debatable) (2/3 of a quorum);

35 17.(f) Previous question (non-debatable) (5 seconds) (majority of a
 36 quorum);

- 1 17.(g) Limit or extend debate (non-debatable) (2/3 of a quorum);
- 2 17.(h) To expunge (debatable) (2/3 of membership) (67);
- 3 17.(i) Postpone to a day certain (debatable) (majority of a quorum);
- 4 17.(j) Committee of the Whole, go into (non-debatable) (majority of a
- 5 quorum);
- 6 17.(k) Refer (debatable) (majority of a quorum);
- 7 ~~17.(l) Strike the enacting clause (debatable) (2/3 of a quorum);~~
- 8 17.~~(m)~~(l) Amend (debatable) (majority of a quorum);
- 9 17.~~(n)~~(m) Substitute motion (debatable) (majority of a quorum);
- 10 17.~~(o)~~(n) Postpone indefinitely (debatable) (majority of membership);
- 11 17.~~(p)~~(o) Take out of proper order (non-debatable) (2/3 of a quorum);
- 12 17.~~(q)~~(p) Special order of business (debatable) (2/3 of a quorum); and
- 13 17.~~(r)~~(q) To suspend the rules (non-debatable) (2/3 of a quorum).

14 18. A motion to adjourn shall always be in order, when the Floor can
 15 be obtained for that purpose, except when the previous question has been
 16 ordered.

17 19. The motion to recess, when the Floor can be obtained for that
 18 purpose, must specify the time which shall elapse and the time for
 19 reconvening. It may be amended to alter specific time.

20 20. Previous question:

21 20.(a) When any debatable question is before the House, any member may
 22 move the previous question. It shall be seconded by five (5) members whether
 23 the question shall be stated. When the previous question shall have been
 24 adopted, the proponents shall be allowed fifteen (15) minutes in which to
 25 debate it, and the opponents of the main question shall be allowed fifteen
 26 (15) minutes, after which time a vote upon the main question shall be taken.

27 20.(b) Pending a vote on the main question, one (1) motion to refer is
 28 permitted. A motion to refer under this rule applies to House resolutions as
 29 well as to House bills, to Senate bills and to Senate amendments to a House
 30 bill, and to a motion to amend the Journal. The motion to refer under this
 31 rule is non-debatable and may not be laid upon the table.

32 21. A motion to postpone to a day certain may not specify the hour; a
 33 special order is necessary to specify the hour; the motion may be amended and
 34 it is debatable within narrow limits only, confined to the merit of the
 35 motion itself.

36 22. The simple motion to refer is debatable within its narrow limits,

1 but the merits of the proposition to which it is proposed to refer may not be
 2 brought into the debate. The motion to refer with instructions is debatable
 3 (majority vote of a quorum). When a question is raised about the proper
 4 referral of a bill to committee, if the Speaker admits error in the referral
 5 of the bill to a committee, the bill may be re-referred by a majority vote of
 6 a quorum; however, if the Speaker does not admit error in the referral of the
 7 bill to committee, the bill may only be re-referred by a two-thirds (2/3)
 8 vote of a quorum. When a bill is re-referred to a committee, any previous
 9 committee recommendation is automatically stripped from the bill.

10 22.(a) When a motion is under consideration, only two (2) substitutes
 11 to that motion shall be in order. Only a motion applicable to the main
 12 motion and of a higher precedence upon recognition may be substituted for the
 13 motion under consideration. A substitute to the third degree shall not be in
 14 order.

15 23. The motion to postpone indefinitely opens to debate all the merits
 16 of the proposition to which it is applied. It may not be applied to the
 17 motion to refer, or to suspend the rules, or to motions relating to the order
 18 of business.

19 23.(a) The motion for indefinite postponement and possible
 20 consideration by a joint interim committee shall be as follows: "Mr. Speaker,
 21 I move that consideration of _____ be postponed indefinitely and that
 22 consideration be given by the joint interim committee on _____ for a study
 23 of _____." (majority of membership).

24 24. The motion to limit or extend debate must specify time
 25 limitations. A substitute motion specifying a lesser time may be accepted.

26 25. Reconsideration:

27 25.(a) When a proposition has been made and carried or lost, it shall
 28 be in order for any member of the majority on the same or succeeding
 29 legislative day to move for the reconsideration thereof, or give notice of
 30 his/her intentions to do so and such motion shall take precedence over other
 31 questions except consideration of a conference report or a motion to adjourn:
 32 Provided, the motion or proposition shall only be considered during the
 33 period reserved for regular bills. The notice shall not be withdrawn after
 34 the said succeeding legislative day without the consent of the House, and
 35 thereafter any member may call it up for consideration: Provided, the notice
 36 to reconsider must be disposed of within three (3) legislative days following

1 the day the vote was taken; provided, that such notice to reconsider cannot
 2 be given after the 57th day of a regular session or during a special session
 3 ~~within three (3) days of the scheduled adjournment of a regular session or~~
 4 ~~during a special session,~~ during which times the a motion to reconsider must
 5 be disposed of immediately.

6 25.(b) The provisions of the rule that the motion may be made "by any
 7 member of the majority" is construed, in case of a tie, to mean the member of
 8 the prevailing side, and the same construction applies in the case of a two-
 9 thirds (2/3) vote. Where the yeas and nays have not been ordered recorded in
 10 the Journal, any member, irrespective of whether he/she voted with the
 11 majority or not, may make the motion to reconsider or give notice thereof;
 12 but a member who was absent or who was paired in favor of the majority
 13 contention and did not vote may not make a motion.

14 25.(c) A bill in the possession of the House is not considered passed
 15 or an amendment agreed to if a motion to reconsider is pending; the effect of
 16 the motion being to suspend the original proposition. A notice or motion to
 17 reconsider shall not be allowed unless the bill is in the House. A bill
 18 shall not leave the House once notice of reconsideration is given. When the
 19 motion to reconsider is decided in the affirmative, the question immediately
 20 recurs on the motion reconsidered. However, prior to consideration of the
 21 question at hand, the Speaker shall have the title, expressing the main
 22 contents of the proposition being reconsidered, read to the House. When the
 23 motion to reconsider is defeated, a second motion to reconsider may not be
 24 made ~~unless the nature of the proposition has been changed by amendments.~~

25 25.(d) The motion to reconsider is agreed to by a majority of a
 26 quorum, even though the vote reconsidered requires a majority or more of the
 27 membership. Upon reconsideration when a proposition has been voted twice and
 28 either carried or lost it is considered "Clinched".

29 25.(e) A notice to reconsider is not debatable. A motion to
 30 reconsider is debatable when the item to which it applies is debatable.

31 25.(f) No bill, petition, memorial, or resolution referred to a
 32 committee or reported there-from for recommitment shall be brought back into
 33 the House on a motion to reconsider.

34 25.(g) The "Clincher" motion is two (2) motions in one (1); it is a
 35 motion to reconsider and to lay on the table. Having prevailed, the
 36 proposition shall not be again considered except by expunging the record.

1 The "Clincher" motion is adopted by a majority of the membership. The
 2 Speaker shall accept a "Sound the Ballot" request after the "Clincher" has
 3 been adopted and before the next order of business is called.

4 25.(h) No "Clincher" motion shall be entertained on a bill passed
 5 during the morning hour or which has been represented to be non-controversial
 6 regardless of when passed. Prior to the 60th day of a session, no bill
 7 passed during the morning hour, or a bill appearing on the non-controversial
 8 bill calendar which has passed, shall be transmitted to the Senate until the
 9 expiration of the morning hour of the day next following its passage in which
 10 the House is in session.

11 26. No dilatory motion shall be entertained by the Speaker.

12 27. Two-thirds (2/3) of a quorum may suspend the rules, other than
 13 rules that require a two-thirds (2/3) vote of the membership.
 14 (J.R. 14 - Suspending Joint Rules)

15 28. No standing rule or order shall be revised without one (1) day's
 16 notice being given thereof.

17 29. In every case not provided for in the House rules, the Speaker,
 18 the Parliamentarian, and the members shall be guided by Mason's Manual of
 19 Legislative Procedure. Each member of the Rules Committee may be furnished a
 20 copy of the current edition and of each new or revised edition of Mason's
 21 Manual of Legislative Procedure and additional copies may be available to
 22 other members from the Parliamentarian, upon approval of the Rules Committee.
 23

24 **DAILY ORDER OF BUSINESS**

25 30. The House shall convene at 1:30 p.m., unless otherwise ordered by
 26 the House membership.

27 31. The daily order of business shall be:

- 28 (a) Prayer
- 29 (b) Pledge of Allegiance
- 30 (c) Roll Call
- 31 (d) Leaves of absence
- 32 (e) Reading and approval of the previous day's Journal
- 33 ~~(f) Petitions and memorials~~
- 34 ~~(g)~~(f) Reports from select committees
- 35 ~~(h)~~(g) Reports from standing committees
- 36 ~~(i) Motions, resolutions and notices~~

- 1 ~~(j)~~(h) Unfinished business
- 2 ~~(k)~~(i) Executive communications
- 3 ~~(l)~~(j) Introduction, reading and advancement of bills and resolutions
- 4 31.~~(m)~~(k)1. Senate communications and amendments to House bills
- 5 2. Introduction, reading and advancement of bills and joint
- 6 resolutions
- 7 3. Bills and resolutions from the Senate on first reading
- 8 4. Bills and resolutions from the Senate on second reading
- 9 5. Senate bills and joint resolutions on third reading
- 10 31.~~(n)~~(l) Announcement of committee meetings, and
- 11 31.~~(o)~~(m) Adjournment.
- 12 32. Introduction and reading of bills and resolutions may be ordered
- 13 by the Speaker of the House at his/her discretion.
- 14 33. Items "(a)" through "~~(j)~~(h)" shall take no more than one (1) hour
- 15 of House time each day unless extended by a majority vote of the House
- 16 members present. These items may not be extended on those designated Senate
- 17 days beyond the one (1) hour limit. (J.R. 12 – Senate days)
- 18 34. Unfinished business items, except items "(a)" through "~~(j)~~(g)",
- 19 take up where the House left the day before when it adjourned. Items "(a)"
- 20 through "~~(j)~~(g)" begin new each day.
- 21 35. Privileged matters may interrupt the order of business. These
- 22 privileged matters are:
- 23 35.(a) Appropriation bills and revenue bills, sponsored by the
- 24 committees on Budget, Revenue and Taxation and the Committee on Rules (J.R.
- 25 15);
- 26 35.(b) Conference reports;
- 27 35.(c) Special orders reported by the Committee on Rules for
- 28 consideration by the House;
- 29 35.(d) Consideration of amendments between the House and Senate after
- 30 disagreement;
- 31 35.(e) Question of privilege;
- 32 35.(f) Privileged resolutions reported under the right to report any
- 33 time; and
- 34 35.(g) Bills returned with the objections of the Governor.

BILLS

1 36. Any representative may introduce bills, petitions, resolutions and
 2 memorials by filing them with the Clerk of the House. (A.C.A. 10-2-112 --
 3 Pre-session filing)

4 36.(a) Each measure must have an original and ~~twelve (12)~~ eight (8)
 5 copies and ~~ten (10)~~ eight (8) captions of the title either typewritten, ~~or~~
 6 ~~photocopies~~ photocopied or computer generated copies. (J.R. 18 [B])

7 36.(b) The Clerk shall take the original and perforate or stamp it as
 8 the original.

9 36.(c) No action shall be taken on any bill, resolution, or amendment
 10 that is not physically in the House. However, the motion to recall a bill or
 11 resolution may be made regardless of the location of the bill or resolution.

12 36.(d) No alterations or erasures or otherwise defacement of the bill
 13 or amendments shall be permitted.

14 36.(e) All amendments shall be entered on a separate sheet of paper
 15 noting the page number, the line or lines to be changed and the words to be
 16 deleted or inserted.

17 36.(f) All bills, resolutions, amendments, petitions and memorials
 18 must be signed by the author.

19 36.(g) The improper introduction of a bill, resolution, amendment,
 20 petition or memorial involves a question of privilege. Such measures
 21 improperly introduced, as determined by the Speaker or the House Committee on
 22 the Journal; Engrossed and Enrolled Bills, shall be returned to the
 23 representative who introduced them.

24 36.(h) The style of the laws of the State of Arkansas shall be: "Be it
 25 enacted by the General Assembly of the State of Arkansas." (Art. 5, Sec. 19)

26 36.(i) The General Assembly of Arkansas shall not pass any local or
 27 special act. This amendment shall not prohibit the repeal of local or
 28 special acts. (Amendment 14)

29 36.(j) No bill shall be passed by either house containing more than
 30 one subject, which shall be expressed in the title, and the subtitle. (J.R.
 31 4)

32 36.(k) In making appropriations for any biennial period, the General
 33 Assembly shall first pass the General Appropriation Bill provided for in
 34 Section 30 of Article 5 of the Constitution, and no other appropriation bill
 35 may be enacted before that shall have been done. (As added to Article 5, Sec.
 36 40 by Amendment No. 19)

1 36.(1) No money shall be drawn from the treasury except in pursuance
2 of specific appropriation made by law, the purpose of which shall be
3 distinctly stated in the bill, and the maximum amount which may be drawn
4 shall be specified in dollars and cents; and no appropriation shall be for a
5 longer period than two (2) years. (Art. 5, Sec. 29)

6 The general appropriation bill shall embrace nothing but appropriations
7 for the ordinary expense of the executive, legislative and judicial
8 departments of the State; all other appropriations shall be made by separate
9 bills, each embracing but one (1) subject. (Art.5, Sec. 30)

10 No state tax shall be allowed, or appropriation of money made, except
11 to raise means for the payment of the just debts of the State, for defraying
12 the necessary expenses of government, to sustain common schools, to repel
13 invasion and suppress insurrection, except by a majority of two-thirds (2/3)
14 of both houses of the General Assembly. (Art. 5, Sec. 31)

15 None of the rates for property, excise, privilege or personal taxes,
16 now levied shall be increased by the General Assembly except after the
17 approval of the qualified electors voting thereon at an election, or in case
18 of emergency, by the votes of three-fourths (3/4) of the members elected to
19 each House of the General Assembly. (Art. 5, Sec. 38 added by Amend. 19,
20 Sec. 2)

21 Excepting monies raised or collected for educational purposes, highway
22 purposes, to pay Confederate pensions and the just debts of the State, the
23 General Assembly is hereby prohibited from appropriating or expending more
24 than the sum of Two and One-Half Million Dollars for all purposes, for any
25 biennial period; provided the limit herein fixed may be exceeded by the votes
26 of three-fourths (3/4) of the members elected to each House of the General
27 Assembly. (Art. 5, Sec. 39 added by Amend. 19, Sec. 3)

28 36.(m) No appropriation bill shall be filed for introduction in either
29 the House of Representatives or the Senate later than the fiftieth (50th) day
30 of a regular session except upon consent of two-thirds (2/3) of the members
31 elected to each house; and, no other bill shall be filed for introduction in
32 either the House of Representatives or the Senate later than the fifty-fifth
33 (55th) day of a regular session, except upon consent of two-thirds (2/3) of
34 the members elected to each house. When the filing deadline for any bills or
35 resolutions ends on Saturday or Sunday, the deadline is hereby extended until
36 the close of business the following Monday. (J.R. 16)

1 36.(n) The Joint Committee on Constitutional Amendments shall consist
2 of the members of the Senate Committee on State Agencies and Governmental
3 Affairs and the members of the House Committee on State Agencies and
4 Governmental Affairs. No proposed constitutional amendment can be
5 recommended to either House of the General Assembly except upon the
6 affirmative vote of a majority of the members of the Senate Committee on
7 State Agencies and Governmental Affairs and an affirmative vote of a majority
8 of the members of the House Committee on State Agencies and Governmental
9 Affairs. No resolution proposing a constitutional amendment shall be filed
10 in either the House of Representatives or the Senate after the thirty-first
11 (31st) day of each regular session of the General Assembly. All resolutions
12 proposing constitutional amendments shall be referred to the Joint Committee
13 on State Agencies and Governmental Affairs. Other resolutions proposing
14 constitutional amendments shall not be reported to or considered by either
15 House of the General Assembly until the original recommendations of the Joint
16 Committee on State Agencies and Governmental Affairs are disposed of.

17 (J.R. 21)

18 36.(o)(a) Any proposed legislation affecting any publicly supported
19 retirement system or pension plan to be considered by the General Assembly at
20 a regular biennial session shall be introduced in the General Assembly during
21 the first fifteen (15) calendar days of a regular biennial session.

22 (A.C.A. 10-2-115)

23 36.(o)(b) No such bill shall be introduced after the fifteenth day of
24 a regular biennial session unless its introduction is first approved by a
25 three-fourths (3/4) vote of the full membership of each House of the General
26 Assembly. (A.C.A. 10-2-115)

27 36.(o)(c) A bill affecting any publicly supported retirement system or
28 systems shall not be introduced or considered at any special session of the
29 General Assembly unless the introduction and consideration of the bill is
30 first approved by a three-fourths (3/4) vote of the full membership of each
31 House of the General Assembly. (A.C.A. 10-2-115)

32 36.(p) Definition. -- As used in this subchapter, unless the context
33 otherwise requires, "fiscal impact statement" means a realistic statement of
34 the estimated financial cost of implementing or complying with the proposed
35 law, regulation, rule, policy, order, or administrative law upon
36 municipalities or counties to which the proposed law, regulation, rule,

1 policy, order or administrative law applies. (A.C.A. 19-1-301)

2 Before adoption of regulation, etc. -- No regulation, rule, policy,
3 order, or administrative law which would have a fiscal impact on any
4 municipality or county in this state shall be valid unless 30 days prior to
5 its adoption by a board, commission, agency, department, office or other
6 authority of the government of the State of Arkansas, except the General
7 Assembly, the Courts and the Governor, such board, commission, agency,
8 department, officer or other authority shall file a fiscal impact statement
9 with the Secretary of State. Any municipality or county which will be
10 affected by the proposed regulations, rule, policy, order or administrative
11 law upon request shall immediately be furnished with a copy of the fiscal
12 impact statement by the board, commission, agency, department, officer or
13 other authority. (A.C.A. 19-1-302)

14 Bills imposing new or additional costs on municipality or county.

15 36.(p) 1. When any House or Senate bill requiring an expenditure of
16 public funds or otherwise imposing a new or increased cost obligation on any
17 municipality or county is pending before any committee of the House of
18 Representatives, any member of the committee may request that a fiscal impact
19 statement for such bill be placed on the desk of each member of the committee
20 before the bill is called up for final action in the committee. If such
21 request is made, the chairperson of the committee shall refer the bill to the
22 appropriate state agency or to the legislative staff for the preparation of a
23 fiscal impact statement, to be returned to the committee in writing not later
24 than five (5) days from the date of the request. (A.C.A. 19-1-303)

25 36.(p) 2. Any time before such bill is read for the third time in the
26 House of Representatives, any member of the House may request that a fiscal
27 impact statement for the bill be prepared and placed on the desk of each
28 member. When a member of the House of Representatives so requests a fiscal
29 impact statement on any bill, the Speaker shall furnish the member a fiscal
30 impact statement signature form which shows the number of the bill for which
31 the statement is requested and the date and time the request was made. If
32 the member returns the form containing the signature of the requesting member
33 and the signatures of at least nine (9) other House members within thirty
34 (30) minutes of the time shown on the form, the fiscal impact statement shall
35 be prepared and placed on the desk of each member of the House before the
36 bill is read the third time. (A.C.A. 19-1-303)

1 the estimated financial cost to the state or any local school district of
 2 implementing or complying with the proposed law or regulation.

3 (2) The fiscal impact statement shall be developed by the Office of
 4 Economic and Tax Policy of the Bureau of Legislative Research with the
 5 assistance of the Department of Education within the guidelines adopted by
 6 the House Committee on Education and the Senate Committee on Education, as
 7 applicable.

8 (b) Any bill filed in the House of Representatives or Senate that will
 9 impose a new or increased cost obligation for education in grades
 10 kindergarten through twelve (K-12) on the State of Arkansas or any local
 11 school district shall have a fiscal impact statement attached to it prepared
 12 and filed with the chair of the committee to which the bill is referred:

13 (1) At least three (3) days before the bill may be called up for final
 14 action in the committee during a regular session of the General Assembly; and

15 (2) At least one (1) day before the bill may be called up for final
 16 action in the committee during a special session of the General Assembly.

17 (c)(1)(A) If any such House or Senate bill is called up for final passage
 18 in the House or Senate and a fiscal impact statement has not been provided by
 19 the author of the bill or by the committee to which the bill was referred,
 20 any member of the House or Senate may object to the bill's being called up
 21 for final passage until a fiscal impact statement is prepared and made
 22 available on the desk of each member of the House or Senate at least one (1)
 23 day prior to the bill's being called up for final passage.

24 (B) An affirmative vote of two-thirds (2/3) of a quorum present and
 25 voting shall override the objection.

26 (2) If an objection is made without override, the presiding officer of
 27 the House or Senate shall cause the bill to be referred to the office for the
 28 preparation of a fiscal impact statement which shall be filed with the
 29 presiding officer not later than five (5) days from the date of the request.

30 36.(r) Bills imposing new or additional costs and restrictions on
 31 inmate population patterns or affecting programs or services of the
 32 Department of Corrections.

33 (a) Each of the following bills introduced in the General Assembly shall
 34 have a cost impact statement attached to the bill prior to the committee to
 35 which the bill is referred taking action in regard to the bill:

36 (1) Bills which affect inmate population patterns at facilities of the

1 Department of Correction by imposing restrictions on inmate release, or by
 2 increased intake into the department of inmates based on felony convictions;
 3 and

4 (2) Bills which affect programs or services of the department.

5 (b) In addition, copies of the cost impact statement shall be furnished on
 6 the desk of each member of the Senate and of the House of Representatives at
 7 least one (1) day prior to the date on which the bill is on third reading and
 8 debated for final passage in the respective houses.

9 (c) Cost impact statements required under this section shall be prepared,
 10 upon referral thereof by the Speaker of the House of Representatives, with
 11 respect to House bills, and by the President of the Senate upon
 12 recommendation of the Senate Rules Committee, with respect to Senate bills,
 13 at the time of introduction thereof, to:

14 (1) The Director of the Department of Correction, who shall either
 15 personally prepare, or cause appropriate officials of the department to
 16 prepare, a cost impact statement to be approved by the director before
 17 submission to the house in which the request was made; or

18 (2) Any other state agency which has information available upon which
 19 to base a cost impact statement.

20 (d) The cost impact statement shall be furnished to the Governor and to the
 21 President of the Senate and the Speaker of the House of Representatives who
 22 shall cause copies thereof to be prepared for distribution upon the desks of
 23 the members of the House and Senate at least twenty-four (24) hours prior to
 24 consideration of any such bill by committee or twenty-four (24) hours prior
 25 to the bill's being called up for third reading and final passage.

26 (e) The cost impact statement shall be certified by the director, or the
 27 director of the appropriate agency to which the bill is referred for
 28 preparation of an impact statement, and shall be returned and filed as
 29 required in this section within not more than five (5) days from the date of
 30 receipt thereof unless additional time in which to prepare the statement is
 31 granted by the requesting official. (A.C.A. 12-28-103)

32 37.(a) The first reading of a bill shall be for information and unless
 33 otherwise ordered by the House, it shall be placed on the second reading
 34 calendar. (Every bill shall be read at length on three different days in
 35 each house, unless the rules be suspended by two-thirds (2/3) of the House,
 36 when the same may be read a second or third time on the same day; (Art.5,

1 Sec. 22)

2 37.(b) No bill shall be read and considered either a first, second or
 3 third time which does not contain a bill number, at least one author, a title
 4 expressing the main contents of the bill, a subtitle, an enacting clause and
 5 at least one section which shall be expressed in the title and the subtitle.
 6 The Speaker shall not entertain a motion to suspend this rule.

7 38. Second reading

8 38.(a) A bill shall be read a second time and the Speaker shall assign
 9 the bill to its appropriate committee.

10 38.(b) A bill or resolution may not be divided for assignment to
 11 committee although it may contain certain matters properly within the
 12 jurisdiction of several committees.

13 38.(c) Before consideration by a committee, any representative may
 14 attach an amendment to the bill which shall be referred to the committee with
 15 the bill, without debate. It is the author's responsibility to have the
 16 amendment properly numbered by the Bill Clerk, not the committee staff. An
 17 amendment must be properly filed by the author and properly numbered by the
 18 Bill Clerk prior to being voted on by the House.

19 38.(d) In order to amend a bill, it shall be necessary to adopt a
 20 motion to place the bill back on second reading for the purpose of submitting
 21 an amendment.

22 38.(e) When a bill has a committee recommendation, it is the author's
 23 responsibility to place the bill on the calendar for consideration.

24 39. A bill shall not be called for a third reading and final passage
 25 until a photocopied, ~~or~~ printed copy, or electronic copy of same shall have
 26 been placed on every representative's desk for twenty-four (24) hours.

27 The twenty-four (24) hour period begins when a bill is initially
 28 introduced and read across the desk. No bill or resolution may be brought up
 29 for a third reading and final passage on the Floor of the House until it has
 30 been on the calendar of the House for at least one (1) day.

31 40. A calendar of bills and resolutions to be considered in the order
 32 of business during any legislative day shall be printed and placed on the
 33 members' desks prior to the adjournment of the preceding legislative day.
 34 Calendared items are considered to be a motion for passage.

35 41. A bill ordered to be engrossed or enrolled shall be typed or
 36 photocopied.

1 42. A bill having been rejected may not be brought up again during the
2 same legislative session unless it be an appropriation bill. Appropriation
3 bills may be considered a total of two times during any calendar day.
4 Following a second consideration during the same calendar day, a motion to
5 reconsider or a motion to expunge must be adopted before an appropriation
6 bill may be considered.

7 43. When a bill has been passed and transmitted to the Senate, it may
8 be recalled from the Senate by the same vote that was necessary to pass the
9 bill.

10 44. A committee may receive a bill, resolution, amendment, petition
11 and memorial only through the House, and the House may receive same only
12 through a member. (Art.5, Sec. 34 -- No new bill shall be introduced into
13 either house during the last three days of the session.)

14 45. Amendments to bills and resolutions:

15 45.(a) When a bill or resolution is under consideration, amendments
16 shall be in order. Upon adoption, amendments shall become a part of the bill
17 or resolution. Amendments to amendments may not be offered. All amendments
18 offered before the House or one of its committees must be typewritten on an
19 approved amendment form and signed by the sponsor. All amendments shall be
20 attached to the original bill, numbered by the Bill Clerk, and shall be
21 placed upon the members' desks before being acted upon by the House.

22 45.(b) When a House bill has been amended in the Senate, upon return
23 of said bill to the House, the Speaker shall re-refer the bill, together with
24 the Senate amendment(s), to the committee to which the bill was originally
25 referred, for review. Concurrence in the Senate amendment shall not be
26 considered by the House until the committee report is received by the House.
27 When a House bill is amended and passed by the Senate and is returned to the
28 House, the bill shall be reprinted with the Senate amendments included
29 therein and specifically identified and shall be placed on each member's desk
30 before final action is taken on the bill by the House. When the Senate
31 amendment is before the House, the same number of votes will be required to
32 concur in the Senate amendment as was required in the original passage of the
33 bill in the House. Amendments containing an emergency clause require sixty-
34 seven (67) votes.

35 45.(c) Fifty-one (51) votes shall be required to adopt a House
36 amendment to a House or Senate bill. When a House bill has been amended in

1 the House, it shall not be acted upon until it has been engrossed and such
2 engrossed bill has been printed and placed on each member's desk.

3 45.(d) Every amendment proposed must be germane to the subject of the
4 proposition to be amended.

5 45.(e) All appropriation bills and other bills which are required to
6 be submitted to the Budget Committee, or to another designated committee of
7 the House and Senate, which are amended on the Floor of either House of the
8 General Assembly by an amendment which was not recommended favorably by the
9 Budget Committee, or by any other committee of the House and Senate to which
10 referred, shall be re-referred to such committee of the House and Senate for
11 consideration and recommendation before said bill may be considered for final
12 passage or concurrence by the House of Representatives.

13 45.(f) Members' own bills may be amended with their own amendments
14 beginning at a specific time set aside by the House.

15 45.(g) Members' own amendments to their own bills must be signed only
16 by the sponsor of the bill whose name is listed first in the list of
17 sponsors.

18 45.(h) Members' own amendments to their own bills must be presented to
19 the House Bill Clerk only by the sponsor of the bill whose name is listed
20 first in the list of sponsors.

21 45.(i) After acceptance, the House Bill Clerk shall furnish the
22 sponsor with a stamped and numbered copy of the members' signed amendment.

23 45.(j) The sponsor shall present a stamped, numbered and signed copy
24 of a proposed amendment to the Calendar Clerk in order to have the bill and
25 amendment placed on the "Members' Own Bill/Own Amendment Calendar".

26 45.(k) A bill to be amended by a member with his/her own amendment
27 shall only be placed on the "Members' Own Bill/Own Amendment Calendar" by the
28 sponsor whose name is listed first on the bill.

29 45.(l) An objection by any member, written or oral, to the Speaker of
30 the House or his/her designee, shall cause a member's own amendment to
31 his/her own bill to not be considered and to be removed from the "Members'
32 Own Bill/Own Amendment Calendar" and automatically placed on the same day's
33 regular amendment calendar for consideration.

34 45.(m) A member's own bill amended with a member's own amendment shall
35 be transmitted directly to Engrossing after having been amended.

36 45.(n) No bills having been amended shall be considered by any

1 committee or the full House until such bills have been engrossed, proofed and
 2 reported "correctly engrossed". The Speaker or presiding officer shall not
 3 accept a motion to suspend this rule.

4 45.(o) Members' own bills to be amended with their own amendments
 5 shall be placed on the "Members' Own Bill/Own Amendment Calendar" no later
 6 than 4:30 p.m. the day preceding the day they are to be considered.

7 45.(p) When a bill has a committee recommendation and is subsequently
 8 amended to change the title and/or the list of sponsors, such amendment shall
 9 not cause the bill to be re-referred to committee.

10 45.(q) Members' own bills may be withdrawn at a specific time set
 11 aside by the House by placing them on the "Withdrawal Calendar" no later than
 12 4:30 p.m., the day preceding the day they are to be withdrawn. Bills for
 13 withdrawal may be placed on the "Withdrawal Calendar" only by the member
 14 whose name is listed first as author of the bill. The member requesting
 15 withdrawal may recommend the bill to be studied by the same committee to
 16 which the bill was assigned at the time of request for withdrawal.

17 45.(r) Budget bills sponsored by members but recommended to be amended
 18 to delete the sponsor and substitute the Joint Budget Committee as sponsor
 19 may be amended during the period set aside to amend "Members Own Bills with
 20 their Own Amendments".

21 45.(s) The Rules governing members amending their own bills with their
 22 own amendments shall be in effect for Budget bills so far as they are
 23 applicable.

24 45.(t) Budget bills to be amended deleting the sponsor and
 25 substituting the Joint Budget Committee shall be placed on the Joint Budget
 26 Calendar by the Joint Budget Calendar Clerk.

27 45.(u) The House Chairman of the Joint Budget Committee shall sign all
 28 amendments deleting the sponsor and substituting the Joint Budget Committee
 29 as sponsor.

30
 31 **RESOLUTIONS**

32 46. Resolutions shall follow the same procedure as bills.

33 47. A House resolution shall be directed at some matter for the sole
 34 action of the House and may be introduced in extraordinary sessions, lack of
 35 germaneness notwithstanding. Fifty-one (51) votes shall be required to adopt
 36 a House resolution.

1 48. Joint resolutions are for incidental, unusual, or informal
 2 objectives of legislation (i.e., as extending the thanks of the State to
 3 individuals; invitations to celebrities to visit the State), or to submit
 4 proposed amendments to the United States Constitution, ratifying United
 5 States Constitutional amendments and proposing amendments to the Arkansas
 6 Constitution.

7 49. Concurrent resolutions shall be a means of expressing fact,
 8 principles, opinions, purposes, and all other matters requiring concurrence
 9 of both houses except the subject matter provided for in the joint
 10 resolution. A concurrent resolution is binding on neither house until agreed
 11 to by both.

12 50. Resolutions of Inquiry:

13 50.(a) All resolutions of inquiry addressed to the heads of executive
 14 departments shall be reported to the House within one (1) week after
 15 presentation.

16 50.(b) A House resolution authorizing a committee to request
 17 information is treated as a resolution of inquiry.

18 50.(c) A resolution of inquiry from a committee shall have a
 19 privileged status to report.

20
 21 **STANDING, SELECT, AND SPECIAL COMMITTEES**

22 (Interim Committees) (A.C.A. 10-3-201 thru 10-3-220)

23 51. The committees of the House of Representatives shall consist of
 24 ten (10) standing committees, seven (7) select committees, and three (3)
 25 special committees. The standing committees shall be five (5) Class "A"
 26 committees and five (5) Class "B" committees. The seven (7) select
 27 committees shall be five (5) joint select committees and two (2) House select
 28 committees. The three (3) special committees shall be two (2) joint
 29 committees and one (1) House committee. The House standing, joint select,
 30 select and special committees are as follows:

31 51.(a) **HOUSE STANDING COMMITTEES**

32 **Class "A" Committees**

- 33 Education
- 34 Judiciary
- 35 Public Health, Welfare and Labor
- 36 Public Transportation

1 Revenue and Taxation

2 **Class "B" Committees**

3 Aging, Children and Youth, Legislative and Military Affairs

4 Agriculture, Forestry and Economic Development

5 City, County and Local Affairs

6 Insurance and Commerce

7 State Agencies and Governmental Affairs

8 **51.(b) JOINT SELECT COMMITTEES**

9 (1) Joint Budget -- (to consist of twenty four (24) members of the
 10 House and twenty four (24) members of the Senate, and the immediate past co-
 11 chairs of the Legislative Council and ex-officio members in accordance with
 12 A.C.A. 10-3-502.). (A.C.A. 10-3-501 thru 10-3-509) The House members of the
 13 Joint Budget Committee shall be known as the House Budget Committee.

14 (2) Joint Committee on Energy -- (to consist of fifteen (15) members
 15 of the House, fifteen (15) House alternates, and ten (10) members of the
 16 Senate). (A.C.A. 10-3-801 thru 10-3-822)

17 (3) Joint Committee on Public Retirement and Social Security Programs
 18 -- (to consist of ten (10) members of the House, ten (10) House alternates,
 19 and ten (10) members of the Senate). (A.C.A. 10-3-701 thru 10-3-703)

20 (4) Joint Performance Review Committee -- (to consist of twenty (20)
 21 members of the House and ten (10) members of the Senate). (A.C.A. 10-3-901
 22 thru 10-3-903)

23 (5) Joint Committee on Advanced Communications and Information
 24 Technology -- (to consist of ten (10) members of the House, ten (10) House
 25 alternates, and seven (7) members of the Senate). (A.C.A. 10-3-1701 thru 10-
 26 3-1707)

27 **51.(c) HOUSE SELECT COMMITTEES**

28 House Rules Committee shall consist of no more than fifteen (15)
 29 members.

30 House Management Committee shall consist of the Speaker and no more
 31 than six (6) additional members.

32 **51.(d) SPECIAL COMMITTEES**

33 (1) Joint Interim Committee on Legislative Facilities -- (to consist
 34 of fourteen (14) members of the General Assembly, as follows:

35 51.(d)(1)(a) The chairperson of the House Budget Committee;

36 51.(d)(1)(b) Two (2) members of the House of Representatives appointed

1 by the Speaker;

2 51.(d)(1)(c) The chairperson of the House Management Committee and two
 3 (2) additional members of the House Management Committee to be designated by
 4 its chairperson;

5 51.(d)(1)(d) The Speaker of the House of Representatives; and

6 51.(d)(1)(e) Seven (7) members of the Senate to be named by the Senate
 7 Committee on Committees. (A.C.A. 10-3-1101 thru 10-3-1111)

8 51.(2) House Committee on the Journal; Engrossed and Enrolled Bills
 9 shall consist of not more than five (5) members. The House Committee on the
 10 Journal; Engrossed and Enrolled Bills shall not be considered a standing or
 11 select committee. The committee shall consist of the Speaker of the House of
 12 Representatives who shall be chairperson, the chairperson of the House Rules
 13 Committee who shall be the vice chairperson, the chairperson of the House
 14 Management Committee, and two (2) members of the House appointed by the
 15 Speaker of the House; and, the House Parliamentarian shall serve as secretary
 16 and advisor to the committee.

17 51.(3) Joint Committee on Legislative Printing Requirements and
 18 Specifications -- (to consist of the chairperson and vice chairperson of the
 19 House Management Committee, the chairperson and vice chairperson of the
 20 Senate Efficiency Committee, the Speaker of the House of Representatives and
 21 the President Pro Tempore of the Senate). (A.C.A. 10-3-601 thru 10-3-605)

22 52.(a) **STANDING COMMITTEES**

23 52.(a)(1) Members of the standing committees shall be selected by
 24 House District Caucuses of members-elect on the Friday following the November
 25 General Election with each caucus selecting five (5) members for each "A"
 26 standing committee and five (5) members for each "B" standing committee. The
 27 members-elect of the Second District Caucus shall select up to three (3)
 28 members for each standing committee from within the Pulaski County membership
 29 and the remaining members for each standing committee from without the
 30 Pulaski County membership; this provision may be waived by majority vote of
 31 the members-elect from without Pulaski County. Standing committee membership
 32 shall be confirmed at the same time that representatives are administered the
 33 oath of office.

34 52.(a)(2) Each member of the House who is serving a first or second
 35 term in the House shall be entitled to serve as a non-voting member of one of
 36 the ten (10) joint interim committees designated as "A" and "B" committees.

1 The non-voting members of each of the ten (10) joint interim committees shall
 2 be selected by the four (4) House caucuses at a time designated by the
 3 Speaker sometime before the adjournment of each regular session. Each caucus
 4 shall select not to exceed three (3) first or second term members to serve as
 5 non-voting members of each of the ten (10) joint interim committees
 6 designated as "A" and "B" committees. The non-voting members shall be
 7 entitled to attend meetings of the committees, to serve on subcommittees of
 8 the committee, to participate in the deliberations of the committee or
 9 subcommittee, and to receive per diem and mileage for attending meetings of
 10 the committee or subcommittee, but shall not have a vote in the committee or
 11 a subcommittee.

12 52.(a)(3) Members of the House of Representatives who are committee
 13 chairpersons or vice-chairpersons or select seniority members who have been
 14 assigned an office shall vacate the ~~committee chairperson's~~ office by
 15 December 1 following the General Election in the even-numbered years. ~~if the~~
 16 ~~House member is not to be a member of the House during the forthcoming~~
 17 ~~General Assembly or if the member, for whatever reason, will no longer be~~
 18 ~~chairperson of the committee during the forthcoming General Assembly.~~

19 52.(a)(4) Each standing committee shall consist of twenty (20)
 20 members. Each member of the House shall serve on two (2) standing
 21 committees, one (1) of which shall be a Class "A" committee and one (1) of
 22 which shall be a Class "B" committee. From within each standing committee
 23 there shall be created three (3) permanent subcommittees consisting of eight
 24 (8) members. Each member of the House shall serve on two (2) permanent
 25 subcommittees, one (1) from a Class "A" standing committee and one (1) from a
 26 Class "B" standing committee. The Speaker and the chairperson of each
 27 standing committee shall jointly appoint from the membership of the standing
 28 committee six (6) persons for each permanent subcommittee available, provided
 29 further the chairperson and vice chairperson of each standing committee shall
 30 be ex-officio, voting members of each permanent subcommittee created from
 31 within their standing committee. The permanent subcommittees of the standing
 32 committees may meet after having first obtained prior approval of the
 33 standing committee chairperson.

34 52.(a)(5) A signed report from the chairperson of a caucus district
 35 will represent final movement to a standing committee. A signed report from
 36 the chairperson of a standing committee will represent final movement to a

1 permanent subcommittee. There shall be no transfers from one standing
 2 committee to another or from one permanent subcommittee to another during the
 3 biennium following initial biennial appointment and or confirmation. After
 4 selection of standing committee members and permanent subcommittee members, a
 5 vacancy occurring on a standing committee or permanent subcommittee during
 6 the biennium because of the death, resignation, impeachment, etc., of a
 7 member, shall be temporarily filled by the Speaker of the House assigning the
 8 newly elected member, for the remainder of the biennium, to the "A" and "B"
 9 standing committees, and the permanent subcommittees previously held by their
 10 predecessor. At the end of the biennium, the temporary positions held on the
 11 "A" and "B" committees and the permanent subcommittees will be declared
 12 vacant and will be available for choosing in accordance with House rules.
 13 The newly elected member does not automatically assume a chairmanship or
 14 vice-chairmanship, which vacancies shall be filled in the same manner as the
 15 original appointment.

16 52.(b) **SELECT COMMITTEES**

17 52.(b)(1) The Speaker shall appoint all members and all alternates on
 18 all House select committees and all Joint Select Committees except the Joint
 19 or House Budget Committee. The Speaker shall appoint ex-officio members in
 20 accordance with the law.

21 52.(b)(2) The House Budget Committee shall consist of six (6) members
 22 of the House of Representatives and two (2) alternates chosen from each
 23 caucus district on the first Friday following the November General Election
 24 before each regular biennial session. At the time the alternates are
 25 selected, one (1) shall be designated as first alternate and the other as
 26 second alternate. The selections shall be made by caucus of the House
 27 members-elect residing within each caucus district. Members-elect chosen for
 28 membership on the House Budget Committee shall select one (1) of their number
 29 to serve as chairperson-elect and one (1) to serve as vice chairperson-elect.
 30 The term of office of the members shall be from January 1 of odd-numbered
 31 years through December 31 of the following even-numbered year. Vacancies in
 32 either a member or alternate member position shall be filled in the same
 33 manner as the initial member or alternate member position was filled. House
 34 Budget Committee membership shall be confirmed at the same time that
 35 representatives are administered the oath of office. Prior to confirmation,
 36 however, members-elect chosen to serve on the House Budget Committee shall

1 conduct pre-session budget hearings, either standing alone or in conjunction
2 with the Legislative Council.

3 52.(b)(3) No member of the House of Representatives shall serve on
4 more than one (1) select committee. The Legislative Council, the Legislative
5 Joint Auditing Committee, the House Budget Committee, the House Committee on
6 the Journal; Engrossed and Enrolled Bills, and the House Management Committee
7 are excluded therefrom.

8 52.(c)(1) The Speaker of the House shall appoint a chairperson and a
9 vice chairperson of each standing committee and each select committee who
10 shall serve at the pleasure of the Speaker. The Speaker, in consultation
11 with the chairperson of each standing committee, shall appoint from the
12 membership of each permanent subcommittee, a chairperson and vice
13 chairperson, provided however that the vice chairperson of the standing
14 committee shall automatically be the chairperson of the permanent
15 subcommittee of his/her choosing. No member of the House, with the exception
16 of each House standing committee vice chairperson, shall be chairperson or
17 vice chairperson of more than one (1) standing committee, select committee,
18 or permanent subcommittee.

19 52.(c)(2) The rules or proceedings of the House of Representatives
20 shall be observed in all select committees, standing committees, and
21 subcommittees of the House so far as they may be applicable.

22 52.(c)(3) The House Committee on the Journal; Engrossed and Enrolled
23 Bills shall serve as the supervisory committee over the preparation of the
24 Journal and engrossing and enrolling of bills.

25 52.(c)(4) After the membership of a standing committee or a permanent
26 subcommittee is established, no member shall be removed from any standing
27 committee or any permanent subcommittee during the biennium for which he/she
28 was selected. All appointees selected by the Speaker serve at his/her
29 discretion.

30 53. Committee Operations.

31 53.(a) Each committee of the House shall be provided a secretary who
32 shall maintain a current record of all bills, resolutions, amendments,
33 petitions, memorials, or other matters filed in committee. A record of
34 committee actions (committee reports, committee adopted amendments, etc.)
35 shall be filed with the Chief Clerk of the House as the first priority upon
36 adjournment of the committee. The secretary shall post, on a bulletin board

1 and/or electronically, a current list of all measures pending before the
 2 committee.

3 53.(b) All committees shall consider the bills, ~~and~~ resolutions,
 4 amendments, petitions, and memorials referred to them and make one of the
 5 following reports in writing to the House:

6 53.(b)(1) That a bill, resolution, petition or memorial “do pass”;

7 53.(b)(2) That a bill, resolution, petition or memorial “do not pass”,
 8 in which event the measure shall not be considered;

9 53.(b)(3) That a bill, resolution, petition or memorial “do pass as
 10 amended”. No bill, resolution, petition or memorial shall be acted upon
 11 without a “do pass” or a “do pass as amended” recommendation. No bills shall
 12 be placed on the non-controversial calendar or deemed to be non-controversial
 13 in any way unless a motion is adopted in the committee to which the bill was
 14 referred. With a quorum present, the motion is considered adopted if there
 15 are no negative votes.

16 53.(c) The appropriate subject matter standing committees of the House
 17 and the Senate may meet as joint committees whenever agreed by said
 18 committees, for the purposes of holding public hearings or considering any
 19 proposed or pending legislation but upon conclusion of the joint meeting of
 20 said committees, each standing committee of the House of Representatives and
 21 the Senate shall take such action and report to their respective houses as
 22 determined by said committees. Whenever the appropriate subject committees
 23 of the House and Senate hold hearings or meetings, the chairperson of the
 24 House committee and the chairperson of the Senate committee shall by
 25 agreement determine which of them shall preside at the joint meeting.

26 54. The Speaker of the House shall keep a permanent register of the
 27 seniority of the members of the House of Representatives. When it is
 28 necessary for the seniority of in-coming members to be determined by lot, the
 29 Speaker of the House and the Speaker-designate of the House shall conduct a
 30 drawing by lots upon receiving certification from the Secretary of State of
 31 the election of membership to each General Assembly. Such seniority drawings
 32 shall be effective for the purposes of determining legislative license tag
 33 numbers, Chamber seating, and State Capitol parking.

34 55. Seniority shall be based on the total consecutive uninterrupted
 35 terms served in the House of Representatives. In the event a member has been
 36 elected that has had previous non-continuous service, he/she shall rank ahead

1 of members elected in the year his/her uninterrupted services began. In the
 2 event that two (2) or more members have equal terms of non-continuous
 3 service, their seniority shall be asserted by drawing lots to determine their
 4 numerical standing in rank ahead of members elected in the year his/her
 5 uninterrupted services begin.

6 56. Seniority ranking for new members elected for the first time to
 7 serve in the General Assembly shall be determined by lot.

8 57. The chairperson shall appoint the clerk or clerks or other
 9 employees of his/her committee, subject to committee approval, who shall be
 10 paid at the public's expense, the House having first provided therefor.

11 58. Meetings and Hearings:

12 58.(a) All committee and subcommittee meetings including but not
 13 limited to hearings at which public testimony is to be taken, (normally
 14 called "public hearings") shall be open to the public (Art. 5, Sec. 13) and
 15 shall be scheduled at least ~~twenty-four (24)~~ eighteen (18) hours in advance;
 16 agendas of bills, resolutions, and other proposals to be considered at such
 17 meetings shall be posted in a designated place at least ~~twenty-four (24)~~
 18 eighteen (18) hours in advance; but in case of an emergency, a two-thirds
 19 (2/3) majority of the membership of the committee may bring bills up for
 20 consideration upon notice of not less than ~~four (4)~~ two (2) hours.

21 58.(b) Special meetings of a standing committee may be called by the
 22 chairperson of the committee or by a majority of the members of the committee
 23 for conducting any business of the committee; provided, a special meeting of
 24 the committee may not conflict with regularly scheduled meetings of any
 25 standing committee; provided further, special meetings shall be subject to
 26 the same procedures regarding the publishing of agendas and notices of
 27 meetings that apply to regular standing committee meetings. (J.R. 22 – Joint
 28 Committees)

29 58.(c) The Speaker of the House shall establish a regular schedule of
 30 committee meetings in order that each Class "A" committee shall meet at a
 31 scheduled time on the mornings of Tuesday and Thursday of each legislative
 32 week, and all Class "B" committees shall meet at a scheduled time on the
 33 mornings of Wednesday and Friday of each legislative week.

34 58.(d) The Speaker of the House shall establish a schedule of House
 35 standing and select committee meetings so as to minimize conflicts.

36 59. All persons wishing to offer testimony to a committee hearing

1 shall be given a reasonable opportunity to do so as determined by a majority
 2 of the committee. An oral or written statement shall not be a prerequisite
 3 to offer testimony before a committee.

4 60. All contested elections cases entertained by the House shall be
 5 referred to the Rules Committee which shall make its final recommendation not
 6 later than two (2) weeks from the first day of the session.

7 61. No committee shall sit while the House is in session except the
 8 Committee on Rules or a Conference Committee, which shall notify the House.

9 62. The following subject areas shall be within the jurisdiction of
 10 each of the respective House standing committees:

11 62.(1) Committee on Education – matters pertaining to public
 12 kindergarten, elementary, secondary, and adult education, vocational
 13 education, vocational-technical schools, vocational rehabilitation, higher
 14 education, private educational institutions, similar legislation, and
 15 resolutions germane to the subject matter of the committee;

16 62.(2) Committee on Judiciary – matters pertaining to state and local
 17 courts, court clerks and stenographers and other employees of the courts,
 18 civil and criminal procedures, probate matters, civil and criminal laws,
 19 similar matters, and resolutions germane to the subject matter of the
 20 committee;

21 62.(3) Committee on Public Health, Welfare and Labor – matters
 22 pertaining to public health, mental health, mental retardation, public
 23 welfare, human relations and resources, environmental affairs, water and air
 24 pollution, labor and labor relations, similar legislation, and resolutions
 25 germane to the subject matter of the committee;

26 62.(4) Committee on Public Transportation – matters pertaining to
 27 roads and highways, city streets, county roads, highway safety, airports and
 28 air transportation, common and contract carriers, mass transit, similar
 29 legislation, and resolutions germane to the subject matter of the committee;

30 62.(5) Committee on Revenue and Taxation – matters pertaining to the
 31 levy, increase, reduction, collection, enforcement and administration of
 32 taxes and other revenue-producing measures, and resolutions germane to the
 33 subject matter of the committee;

34 62.(6) Committee on Aging, Children and Youth, Legislative and
 35 Military Affairs – matters pertaining to the aged and problems of aging;
 36 children and youth, military, veterans, legislative affairs, memorials, other

1 matters whenever the subject matter is not germane to the subject matter of
 2 any other standing committee and resolutions germane to the subject matter of
 3 the committee;

4 62.(7) Committee on Agriculture, Forestry and Economic Development –
 5 matters pertaining to agriculture, livestock, forestry, industrial
 6 development, natural resources, oil and gas, publicity and parks, levee and
 7 drainage, rivers and harbors, similar legislation and resolutions germane to
 8 the subject matter of the committee;

9 62.(8) Committee on City, County and Local Affairs – matters
 10 pertaining to city and municipal affairs, county affairs, local improvement
 11 districts, interlocal government cooperation, similar legislation and
 12 resolutions germane to the subject matter of the committee;

13 62.(9) Committee on Insurance and Commerce – matters pertaining to
 14 banks and banking, savings and loan associations, stock, bonds, and other
 15 securities, securities dealers, insurance, public utilities, partnerships and
 16 corporations, home mortgage financing and housing, similar legislation and
 17 resolutions germane to the subject matter of the committee;

18 62.(10) Committee on State Agencies and Governmental Affairs – matters
 19 pertaining to state government and state agencies, except where the subject
 20 matter relates more appropriately to another committee, proposed amendments
 21 to the Constitution of the State of Arkansas or the Federal government,
 22 election laws and procedures, Federal and interstate relations, similar
 23 legislation, and resolutions germane to the subject matter of the committee;

24 62.(10)(a) The following permanent subcommittees are hereby created
 25 from within each standing committee:

26 62.(10)(a)(1) For the House standing committee on Aging, Children and
 27 Youth, Legislative and Military Affairs, the following permanent
 28 subcommittees are created:

- 29 (1) Aging
- 30 (2) Children and Youth
- 31 (3) Legislative, Military and Veterans Affairs

32 62.(10)(a)(2) For the House standing committee on Agriculture,
 33 Forestry and Economic Development, the following permanent subcommittees are
 34 created:

- 35 (1) Agriculture, Forestry and Natural Resources
- 36 (2) Small Business and Economic Development

1 (3) Parks and Tourism

2 62.(10)(a)(3) For House standing committee on City, County and Local
3 Affairs, the following permanent subcommittees are created:

4 (1) Planning

5 (2) Finance

6 (3) Local Government Personnel

7 62.(10)(a)(4) For the House standing committee on Education, the
8 following permanent subcommittees are created:

9 (1) Early Childhood

10 (2) Kindergarten Through Twelve, Vocational/Technical
11 Institutions

12 (3) Higher Education

13 62.(10)(a)(5) For the House standing committee on Insurance and
14 Commerce, the following permanent subcommittees are created:

15 (1) Financial Institutions

16 (2) Insurance

17 (3) Utilities

18 62.(10)(a)(6) For the House standing committee on Judiciary, the
19 following permanent subcommittees are created:

20 (1) Courts/Civil Law

21 (2) Corrections/Criminal Law

22 (3) Juvenile Justice/Child Support

23 62.(10)(a)(7) For the House standing committee on Public Health,
24 Welfare and Labor, the following permanent subcommittees are created:

25 (1) Human Services

26 (2) Health Services

27 (3) Labor and Environment

28 62.(10)(a)(8) For the House standing committee on Public
29 Transportation, the following permanent subcommittees are created:

30 (1) Motor Vehicle and Highways

31 (2) Rail and Mass Transit

32 (3) Waterways and Aeronautics

33 62.(10)(a)(9) For the House standing committee on Revenue and
34 Taxation, the following permanent subcommittees are created:

35 (1) Sales, Use, Miscellaneous Taxes and Exemptions

36 (2) Income Taxes—Personal and Corporate

1 (3) Complaints and Remediation

2 62.(10)(a)(10) For the House standing committee on State Agencies and
 3 Governmental Affairs, the following permanent subcommittees are created:

- 4 (1) State Agencies and Reorganization
- 5 (2) Constitutional Issues
- 6 (3) Elections

7 63.(a) Committee on Rules:

8 63.(a)(1) All proposed action touching the rules, joint rules, and
 9 order of business shall be referred to the Committee on Rules.

10 63.(a)(2) It shall always be in order to call up, for consideration, a
 11 report from the Committee on Rules.

12 63.(a)(3) The Committee on Rules shall present to the House reports
 13 concerning rules, joint rules, and order of business on the third day after
 14 convening of the House. The permanent rules shall be adopted by a majority
 15 of the members and thereafter they may be changed only by a vote of sixty-
 16 seven (67) members.

17 63.(a)(4) The Speaker shall refer to the Committee on Rules, any
 18 matters dealing with alcohol, cigarettes, movies, pornography, tobacco,
 19 tobacco products, coin operated amusement devices, vending machines,
 20 lobbying, code of ethics, pari-mutuel betting and similar legislation.

21 63.(a)(5) Rules of the preceding General Assembly shall automatically
 22 be adopted as temporary rules of the current assembly and may be amended or
 23 suspended by a majority vote of the membership.

24 63.(b) House Budget Committee. All appropriation bills coming before
 25 the House shall be assigned to and considered by the House Budget Committee.

26 64. No committee shall transact business without a quorum (a majority
 27 of the committee membership present). The request for a quorum call is
 28 always in order. All final action on bills, and on proposed amendments to
 29 bills, shall be decided by a majority vote of the total membership of the
 30 committee. Provided, however, that the Speaker of the House shall not be
 31 included for the purpose of determining what is a majority of a standing
 32 committee, unless present at the time of the vote. A member of the committee
 33 must be present at the time of the vote for his/her vote to be counted on any
 34 matter considered by the committee (no pairs, no proxies).

35 64.(a) A bill, resolution or amendment in a House committee, having
 36 been rejected twice, ~~may~~ shall not be placed on the committee calendar again

1 or considered again during the same legislative session unless the vote is
2 expunged (two-thirds of the membership of the committee) brought up again
3 during the same legislative session. The motion to expunge shall be placed
4 on the committee agenda, by a committee member, and placed at the bottom of
5 the active list.

6 65. Upon written request by the author of a bill directed to the
7 chairperson of the committee, a bill shall be considered by the full
8 committee within ten (10) days of the time of such request, but the
9 committees may delay final action on a bill by a majority vote of the
10 committee.

11 66. No bill shall be introduced with a committee as the author of said
12 bill unless that committee has voted unanimously to sponsor the bill.

13 67. Committee Records and Reports:

14 67.(a) The chairperson of each committee of the House shall keep or
15 cause to be kept a record in which there shall be entered:

16 67.(a) 1. The time and place of each hearing and each meeting of the
17 committee.

18 67.(a) 2. The number and title of the bill with one of the following
19 three recommendations: "do pass", "do pass as amended", or "do not pass". If
20 a committee recommends a bill "do pass as amended" and any of the amendments
21 recommended by the committee are not adopted on the Floor, the bill shall be
22 re-referred to the same committee for further consideration and
23 recommendation.

24 67.(a) 3. A summary of each bill's major provision which may be
25 several paragraphs in length in case of major bills or simply the title of
26 the bill in the case of minor bills.

27 67.(a) 4. The reason for the committee's action on the bill, including
28 a brief minority report, if requested by any two (2) committee members.

29 67.(a) 5. A record of how every member voted on each bill when action
30 is taken by the committee, including votes on a motion to postpone
31 consideration on the bill and a recorded vote on any other motion, if
32 requested by any two (2) committee members.

33 67.(a) 6. A list of all people testifying before a committee on each
34 bill, the interest that they represent, and an indication of their position
35 on the bill.

36 67.(b) Such records shall be approved by the chairperson before the

1 expiration of a seven (7) day period, with the exception of those records
2 referred to in (a) 1. and 2., hereinabove which shall be filed immediately
3 with the Clerk of the House.

4 67.(c) Other reports may be filed with the Clerk of the House.

5 68. Consent Calendar — Supplemental Calendar. In addition to the
6 regular calendar of the House of Representatives, there shall be a consent
7 calendar on which shall be placed bills that have been recommended “do pass”
8 by committee, which are deemed by the committee or by the Speaker to be non-
9 controversial, and may be used for other non-controversial matters such as
10 resolutions and amendments to bills proposed by the author of the bill, if
11 the Speaker deems such matter to be non-controversial. The Speaker of the
12 House shall maintain the consent calendar. On Thursday of each week, and
13 such other times as the Speaker may deem advisable, the House shall consider
14 bills and other matters on the consent calendar. Provided, that a list of
15 bills and other matters on the consent calendar which are to be considered on
16 a particular day shall be circulated among the members of the House of
17 Representatives the day prior to the date on which the consent calendar is to
18 be considered. If as many as five (5) members object to a bill or other
19 matter on the consent calendar being considered as non-controversial, the
20 Speaker of the House shall remove the same from the consent calendar and
21 shall place it on the regular calendar of the House business. When deemed
22 advisable, in addition to the regular calendar and the consent calendar, the
23 Speaker may provide for a supplemental calendar on which shall be placed
24 bills and resolutions and other matters as requested by the members for
25 consideration. The list of bills, resolutions and other matters on the
26 supplemental calendar for consideration on a particular day shall be
27 circulated among the members of the House. If as many as five (5) members
28 object to a bill, resolution or any other matter on the supplemental calendar
29 the same shall be removed and placed on the regular House calendar for
30 consideration consistent with the wishes of the House. No bill or resolution
31 may be placed for consideration on any more than one (1) House calendar.

32 69. A vote of two-thirds (2/3) of the elected membership of the House
33 of Representatives shall be necessary to remove a bill from a committee. A
34 bill may be reported by a committee at any time as provided by the House
35 Rules except for bills introduced after the fiftieth (50th) day of the
36 Regular Session, or during a special session, which shall, upon written

1 request by the author, be acted on at the next regular meeting of the
 2 committee, but committees may delay final action on a bill by a majority vote
 3 of the committee.

4 70.(a) Except as provided in subsection (b), no action may be taken in
 5 the House Committee on Public Health, Welfare and Labor or on the Floor of
 6 the House of Representatives on any bill that provides for licensure of any
 7 profession, occupation or class of health care providers not currently
 8 licensed or expands the scope of practice of any profession, occupation, or
 9 class of health care providers unless the House Committee on Public Health,
 10 Welfare and Labor has initiated a study of the feasibility of such
 11 legislation at least thirty (30) days prior to convening the next legislative
 12 session.

13 70.(b) A bill providing for the licensure of any profession,
 14 occupation, or class of health care providers not currently licensed or
 15 expanding the scope of any practice of any profession, occupation, or class
 16 of health care providers may be acted upon without the initiation of a
 17 feasibility study required in subsection (a) upon a two-thirds (2/3) vote of
 18 the House Public Health, Welfare and Labor Committee membership.

19
 20 **COMMITTEE OF THE WHOLE**

21 71. All measures involving a tax or an appropriation of money, or
 22 property, ~~shall~~ may be first considered in a Committee of the Whole,
 23 amendments can be offered in the Committee of the Whole.

24 72. The Speaker of the House, in setting the calendar of budgets or
 25 appropriation bills to be considered in the House shall, from time to time,
 26 confer with the chairperson of the House Budget Committee on the
 27 appropriation bills pending and may designate specific days or times to be
 28 set aside in the House to be devoted solely to consideration of appropriation
 29 bills and other budget matters. At least by ~~3:00 p.m.~~ the end of business on
 30 the previous day before any appropriation bill ~~may~~ is to be considered by ~~in~~
 31 ~~the Committee of the Whole,~~ the House, the chairperson of the House Budget
 32 Committee shall cause to be prepared and placed on each member's desk, a
 33 listing of appropriation bills to be considered in the Committee of the
 34 Whole, broken down as follows:

35 72.(a) Appropriation bills sponsored by the Joint Budget Committee or
 36 the House Budget Committee, prepared in accordance with Legislative Council

1 recommendations;

2 72.(b) All other appropriation bills sponsored by the Joint Budget
3 Committee or the House Budget Committee which were not considered by the
4 Legislative Council;

5 72.(c) Bills introduced by members of the House (or Senate) that shall
6 have been recommended by the Joint Budget Committee or the House Budget
7 Committee “do pass” or “do pass as amended”; and

8 72.(d) Appropriation bills amended in the Senate without Joint Budget
9 Committee or House Budget Committee action. The aforementioned list of
10 appropriation bills shall include the number of the bill, the author of the
11 bill, and the name and agency and/or program for which the appropriation is
12 to be made. In the event the Joint Budget Committee or the House Budget
13 Committee recommendations in regard to the appropriation shall differ, in any
14 respect, from the recommendations made by the Legislative Council in regard
15 thereto, said list shall identify each such change in the appropriation bill
16 which differs from the recommendation of the Legislative Council.

17 73. In forming a Committee of the Whole House, the Speaker may leave
18 his/her chair after appointing a chairperson to preside, who shall have the
19 same power as the Speaker to preserve order. A majority of a quorum is
20 required to resolve the House into a Committee of the Whole.

21 74. When the House resolves itself into the Committee of the Whole,
22 non-members who are to participate in the matters to be discussed may be
23 invited into the House Chambers by the proponents or opponents of the
24 proposals to be discussed but all such non-members shall leave at the time
25 the committee arises.

26 75. A Committee of the Whole cannot report a measure without a quorum
27 of its members present.

28 76. The rules and proceedings of the House shall be observed in
29 Committee of the Whole House so far as they may be applicable. Decisions
30 will be made by voice or standing votes.

31 77. No motion which has as its effect the limiting of debate in the
32 Committee of the Whole shall be entertained by the chairperson. The motion
33 for the disposition of any matter referred to the committee shall be,
34 “Mr./Ms. Chairman, I move the committee do now rise and report”. If the
35 committee had no specific report, the motion should be to rise and report
36 progress.

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LEGISLATIVE COUNCIL; LEGISLATIVE JOINT AUDITING COMMITTEE

78. Legislative Council.

78.(a) Twenty (20) of the House members of the Legislative Council shall be selected by members-elect of the House Caucus Districts. Each caucus shall select five (5) members. The selections shall occur on the Friday following the November General Election. However no more than one (1) member selected by caucus shall reside within the same county. The term of office of the members shall be from January 1 of odd-numbered years to December 31 of the following even-numbered year. Legislative Council membership shall be confirmed at the same time that representatives are administered the oath of office.

78.(b) In order that there may be no House vacancies on the Legislative Council at any time, at the time of selection of the House members to the Council there shall be selected in each Caucus District a first alternate and a second alternate for each member selected from that district. In the event that any House member or House alternate of the Legislative Council resigns from the Council, is disqualified from serving on the Council, dies, or for any other reason there becomes a permanent vacancy in a House position on the Council, the House members of the Caucus District from which the member or alternate was selected shall choose a replacement member or alternate to serve the remainder of the term. When a vacancy occurs in a House member position on the Council or a House alternate position on the Council, that person's alternate shall serve until a signed report from the Caucus chairperson designating otherwise is filed with the Speaker. The Speaker shall notify the Council chairperson of all changes in membership on the Council.

78.(c) Ex-officio members in accordance with A.C.A. 10-3-301.

79. Legislative Joint Auditing Committee.

79.(a) House members of the Legislative Joint Auditing Committee shall be selected by members-elect of each House Caucus District. The selections shall occur on the Friday following the November General Election. Each caucus shall select five (5) members. However no more than two (2) members shall reside within the same county. The term of office of the members shall be from January 1 of odd-numbered years to December 31 of the following even-numbered year. Legislative Joint Auditing Committee membership shall be

1 confirmed at the same time that representatives are administered the oath of
 2 office.

3 79.(b) In order that there may be no House vacancies on the
 4 Legislative Joint Auditing Committee at any time, at the time of selection of
 5 the House members to the Committee there shall be selected in each Caucus
 6 District a first alternate and a second alternate for each member selected
 7 from that District. In the event that any House member or House alternate of
 8 the Legislative Joint Auditing Committee resigns from the Committee, is
 9 disqualified from serving on the Committee, dies, or for any other reason
 10 there becomes a permanent vacancy in a House position on the Committee, the
 11 House membership of the Caucus District from which the member or alternate
 12 was selected shall choose a replacement member or alternate to serve the
 13 remainder of the term. When a vacancy occurs in a House member position on
 14 the Committee or a House alternate position on the Committee, that person's
 15 alternate shall serve until a signed report from the Caucus chairperson
 16 designating otherwise is filed with the Speaker. The Speaker shall notify
 17 the Committee chairperson of all changes in membership on the Committee.

18 79.(c) Ex-officio members in accordance with A.C.A. 10-3-403 thru 10-
 19 3-404.

20 **CAUCUS DISTRICTS**

21 80. The First Caucus District shall be composed of the following House
 22 of Representatives Districts: 13; 14; 15; 48; 51; 52; 53; 54; 55; 56; 57; 58;
 23 59; 71; 72; 73; 74; 75; 76; 77; 78; 79; 80; 81; and 82.

24 The Second Caucus District shall be composed of the following House of
 25 Representatives Districts: 28; 29; 31; 32; 33; 34; 35; 36; 37; 38; 39; 40;
 26 41; 42; 43; 44; 45; 46; 47; 49; 50; 60; 61; 68; and 70.

27 The Third Caucus District shall be composed of the following House of
 28 Representatives Districts: 62; 63; 64; 65; 66; 67; 69; 83; 84; 85; 86; 87;
 29 88; 89; 90; 91; 92; 93; 94; 95; 96; 97; 98; 99; and 100.

30 The Fourth Caucus District shall be composed of the following House of
 31 Representatives Districts: 1; 2; 3; 4; 5; 6; 7; 8; 9; 10; 11; 12; 16; 17;
 32 18; 19; 20; 21; 22; 23; 24; 25; 26; 27; and 30.

33
 34 **DEBATE**

35 81. When a representative desires to speak or to have the attention of
 36 the House, he/she shall rise from his/her seat and respectfully address

1 himself/herself to “Mr./Madam Speaker”, (or in the Committee of the Whole,
 2 “Mr./~~Ms.~~ Madam Chairperson”) and upon recognition, he/she may address the
 3 House from his/her seat or the “well” of the House. Representatives must be
 4 at their seats before obtaining recognition. Any representative who receives
 5 recognition from the Chair must confine himself/herself to the question
 6 before the House, or a privileged motion. No representative shall proceed
 7 until recognized by the Speaker. When two (2) or more representatives arise
 8 at once, the Speaker shall name the member who shall be first to speak.

9 82. When a representative desires to interrupt a representative having
 10 the Floor, he/she shall first obtain recognition of the Speaker and
 11 permission of the representative occupying the Floor; and when so recognized
 12 and such permission is obtained, he/she may ask questions of the
 13 representative occupying the Floor; but shall not propound a series of
 14 interrogatives or otherwise badger the representative having the Floor.

15 83. No representative shall occupy more than thirty (30) minutes in
 16 debate on any question in the House. The representative reporting a measure
 17 under consideration from a committee or the author may open and close debate.
 18 If debate shall extend beyond one (1) day, the author or sponsor shall be
 19 entitled to thirty (30) minutes to close. The right to close may not be
 20 automatically exercised after the previous question or limited debate is
 21 voted.

22 84. No representative shall speak more than once on the same question
 23 without leave of the House. One (1) mover, proposer or introducer of the
 24 question pending may speak the second time and close, but not until every
 25 representative choosing to speak shall have been heard.

26 85. A representative having the Floor may not yield it to another for
 27 any purpose including making a motion; but, if he/she desires to allow a
 28 motion to be made, he/she must yield the Floor.

29
 30 **DECORUM**

31 86. No person other than a member of the Arkansas General Assembly,
 32 designated legislative staff, or on special and certain occasions those
 33 persons specifically invited by the Speaker of the House, shall be permitted
 34 on the Floor of the House Chamber while the House is in session or in brief
 35 recess. A pool arrangement for the media shall be established ~~in the well of~~
 36 ~~the House~~, the direction and control of which shall be regulated by the

1 Speaker of the House. No one in the House Chamber other than a member of the
2 Legislature may advocate or oppose passage of a measure while the House is in
3 session. No legislative aides, lobbyists or unauthorized persons shall be
4 permitted access to the House Floor, lounges or House support areas. This
5 Rule shall be enforced by the Speaker of the House and/or the House
6 Management Committee. The House Management Committee and the Rules Committee
7 shall recommend punishment to the House for violation of this Rule.

8 (A.C.A. 10-2-110 -- Disorderly Conduct)

9 87. The House Chamber during regular and special sessions shall be
10 used only for the legislative business of the House and for the caucus
11 meetings of its members, except upon occasions where the House, by
12 resolution, agrees to take part in any ceremonies to be observed therein; and
13 the Speaker shall not entertain a motion for suspension of this rule.

14 88. No representative shall use intemperate language with reference to
15 the House or its members.

16 89. If any representative, in speaking or otherwise, transgresses the
17 rules of the House, the Speaker shall or any representative may, call him/her
18 to order. He/she shall immediately be seated unless permitted, on a motion
19 of another representative, to explain. The House shall, if called upon,
20 decide on the issue without debate. If the decision is in favor of the
21 representative called to order, he/she shall be free to continue; and, if the
22 dispute shall warrant, a representative shall be open to censure or such
23 punishment as the House shall impose.

24 90. Normal conformity to good manners and taste shall be expected of
25 each member of the House. Representatives shall avoid references to
26 personalities and extend to each representative courtesies which they wish
27 for themselves.

28 91. Introduction of and recognition of family, constituents, or groups
29 shall not become excessive. Members should be extremely reluctant in using
30 the time of the House for these personal courtesies.

31 92. The smoking of cigarettes, cigars and pipes or other tobacco
32 products shall not be permitted in the Chamber of the House of
33 Representatives or in the members' private work area.

34 93. A Roll Call shall not be interrupted by a motion or other order of
35 business from the time the Speaker calls up the ballot until he/she casts up
36 the ballot and announces the result of said ballot.

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VOTING

94. No person not a representative shall cast a vote for a representative.

95. Any question or motion, except final passage of a bill or final action on a joint resolution, may be put to the House by a voice vote at the discretion of the Speaker.

96. Any five (5) representatives shall have the right to call for the ayes and nays and have the result entered on the Journal. (Art. 5, Sec. 12)

97. Any representative who will be absent from the House may pair his/her vote with a representative who shall be present.

97.(a) These representatives must be casting opposite votes.

97.(b) Dated pairs reflecting the bill number are counted when signed by both representatives,

(1) in the presence of each other, and witnessed by another representative, or

(2) when the member who will not be present for the vote signs the pair form in the presence of a person authorized by law to take acknowledgements and who verifies the identity of the signer.

97.(c) Pairs shall be presented to the Speaker only on the day of the vote for which the representatives are paired is to be taken.

97.(d) Pairs shall be announced by the Speaker immediately prior to the Roll Call from a Pair Form presented to the Speaker by the representative present. At the time of the announcement the Speaker shall (1) determine that the member who is required to be present is present, and (2) provide the membership with an opportunity to express procedural objections to the pairs.

97.(e) The representative may not cast his/her vote by other methods when he/she is paired.

98. The demand to "Sound the Ballot" (a device to determine how each representative voted) may be accomplished by any five (5) members rising and requesting the Speaker to have the names called and the way the member voted repeated. When contested, any representative (except a representative voting by pair vote) and the Speaker and a substitute Speaker who is not present and in his seat shall have his/her vote eliminated.

99. After a voice vote, the Speaker or any five (5) representatives that doubt the result may call for a division of the House.

1 99.(a) Representatives voting aye shall stand at their seats until
2 counted.

3 99.(b) Then, representatives voting no shall stand at their seats
4 until counted.

5 99.(c) No representative shall be counted that is not at his/her
6 assigned voting station (his/her seat on the House Floor).

7 99.(d) The Speaker or his/her designee shall be responsible for
8 counting the vote and the Speaker shall announce the result of the vote.

9 100. The Electronic Voting System shall have the same force and effect
10 as a Roll Call. (Not less than a majority of the members of each House of
11 the General Assembly may enact a law.) (Art. 5, Sec. 37 as added by Amend.
12 19, Sec. 1)

13 101. The Speaker, with three (3) representatives, is sufficient to
14 adjourn, or recess to a time certain, or sine die. (Neither house shall,
15 without the consent of the other, adjourn for more than three (3) days, nor
16 to any other place than that in which the two (2) houses shall be sitting.)
17 (Art. 5, Sec. 28)

18 (Governor's power to adjourn) In cases of disagreement between the two
19 (2) houses of the General Assembly, at a regular or special session, with
20 respect to the time of adjournment, the Governor may, if the facts be
21 certified to him/her by the presiding officers of the two (2) houses, adjourn
22 them to a time not beyond the day of their next meeting; and, on account of
23 danger from an enemy or disease, to such other place of safety as he/she may
24 think proper. (Art. 6, Sec. 20)

25 102. Vetoes. (Art. 6, Secs. 15 thru 17; A.C.A. 10-2-116)

26 103. Extraordinary sessions of the General Assembly. (Art. 6, Sec. 19)

27 104. Homestead exemption increase (3/4 vote) (Art. 16, Sec. 16 as
28 added by Amend. 59)

29 105. Workmen's Compensation Laws (Art. 5, Sec. 32 as amended by Amend.
30 26)

31 106. It shall be a violation of the Rules of the House for any member
32 of the House to accept a campaign contribution during the period beginning
33 thirty (30) days before and ending thirty (30) days after any regular session
34 of the General Assembly. If there is an extended recess of the General
35 Assembly, the period shall end thirty (30) days after the beginning of the
36 recess. It shall also be a violation of the Rules of the House for any

1 member of the House to accept a campaign contribution during any extended
2 session of the General Assembly or during any special session of the General
3 Assembly.

4 107. All Roll Call votes on bills, emergency clauses on bills, resolutions,
5 and amendments in the House of Representatives shall be entered by the House
6 into the General Assembly's Internet web site.

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ADDENDUM
HOUSE OF REPRESENTATIVES
COMMITTEE CHAIRPERSONS MANUAL
AND
HOUSE COMMITTEE RULES

14 A committee chairperson is a member appointed by the Speaker of the House to
15 function as the parliamentary head of a standing, select, special or joint
16 committee.

17
18

1) The chairperson (or vice chairperson in his or her absence) shall call the
20 committee to order at the appointed time.

21
22

2) The presider shall determine a quorum present either by declaration, without
24 objection, or by calling the roll (for quorum purposes only a roll call will
25 be required if there is one objection by a committee member to the
26 declaration of the presence of a quorum.

27
28

3) The presider shall maintain order of the committee meeting.

29
30
31

4) The presider shall decide all questions of order subject to appeal to the
32 Speaker of the House who may refer the question to the Rules Committee whose
33 decision may be appealed to the full House.

34
35
36

5)

1 The presider shall supervise and direct the staff of the committee.

2

3 6)

4 The presider shall prepare, or supervise the preparation of, and sign all
5 reports of the committee and submit them to the full House.

6

7 House Rule 53.(b)

8 53.(b) All committees shall consider the bills ~~and~~, resolutions, amendments,
9 petitions, and memorials referred to them and make one of the
10 following reports in writing to the House:

11 53.(b)(1) That a bill, resolution, petition or memorial “do pass”;

12 53.(b)(2) That a bill, resolution, petition or memorial “do not pass”, in
13 which event the measure shall not be considered;

14 53.(b)(3) That a bill, resolution, petition or memorial “do pass as
15 amended”. No bill, resolution, petition or memorial shall be acted
16 upon without a “do pass” or a “do pass as amended” recommendation. No
17 bills shall be placed on the non-controversial calendar or deemed to
18 be non-controversial in any way unless a motion is adopted in the
19 committee to which the bill was referred. With a quorum present, the
20 motion is considered adopted if there are no negative votes.

21

22 7)

23 A quorum (one more than half the total membership of the committee) must be
24 present to transact official House committee business.

25

26 (House Rule 64) No committee shall transact business without a quorum (a
27 majority of the committee membership present). All final action on bills or
28 resolutions, and on proposed amendments to bills or resolutions, shall be
29 decided by a majority vote of the total membership of the committee.

30 Provided, however, that the Speaker of the House shall not be included for
31 the purpose of determining what is a majority of a standing committee, unless
32 present at the time of the vote. A member of the committee must be present
33 at the time of the vote for his/her vote to be counted on any matter
34 considered by the committee (no pairs, no proxies).

35

36 8)

1 (House Rule 52. (c)(2) The rules or proceedings of the House of
 2 Representatives shall be observed in all select committees, standing
 3 committees, and subcommittees of the House so far as they may be applicable.
 4

5 The precedence of motions so far as they are applicable shall be as listed in
 6 House Rule 17(a) – (q):
 7

8 (House Rule 17) When a question is under debate, motions shall have
 9 precedence in the following order (the request for a quorum call is always in
 10 order; the chairperson is not compelled to accept any motion):

11 17(a) To fix the time to which the House will adjourn (non-debatable)
 12 (majority of a quorum);

13 17(a)(1) (A majority of a quorum is a majority of those voting when at
 14 least a majority of the members are present and voting;)

15 17(b) To adjourn (non-debatable) (majority of a quorum);

16 17(c) To take a recess (non-debatable) (majority of a quorum);

17 17(d) Postpone temporarily; lay on the table (non-debatable) (majority
 18 of a quorum) To take from the table (non-debatable) (majority of a
 19 quorum);

20 17(e) Immediate consideration (non-debatable) (2/3 of a quorum);

21 17(f) Previous question (non-debatable) (5 seconds) (majority of a
 22 quorum);

23 17(g) Limit or extend debate (non-debatable) (2/3 of a quorum);

24 17(h) To expunge (debatable) (2/3 of membership) (67);

25 17(i) Postpone to a day certain (debatable) (majority of a quorum);

26 17(j) Committee of the Whole, go into (non-debatable) (majority of a
 27 quorum);

28 17(k) Refer (debatable) (majority of a quorum);

29 ~~17(l) Strike the enacting clause (debatable) (2/3 of a quorum);~~

30 ~~17(m)(1)~~ Amend (debatable) (majority of a quorum);

31 ~~17(n)(m)~~ Substitute motion (debatable) (majority of a quorum);

32 ~~17(o)(n)~~ Postpone indefinitely (debatable) (majority of membership);

33 ~~17(p)(o)~~ Take out of proper order (non-debatable) (2/3 of a quorum);

34 ~~17(q)(p)~~ Special order of business (debatable) (2/3 of a quorum); and

35 ~~17(r)(q)~~ To suspend the rules (non-debatable) (2/3 of a quorum).
 36

1 9)

2 (House Rule 58(a)) All committee and subcommittee meetings including but not
 3 limited to hearings at which public testimony is to be taken, (normally
 4 called "public hearings") shall be open to the public (Art. V, Sec. 13) and
 5 shall be scheduled at least ~~twenty-four (24)~~ eighteen (18) hours in advance;
 6 agendas of bills, resolutions, and other proposals to be considered at such
 7 meetings shall be posted in a designated place at least ~~twenty-four (24)~~
 8 eighteen (18) hours in advance; but in case of an emergency, a two-thirds
 9 (2/3) majority of the membership of the committee may bring bills or
 10 resolutions up for consideration upon notice of not less than ~~four (4)~~ two
 11 (2) hours.

12

13 10)

14 (House Rule 58(b)) Special meetings of a standing committee may be called by
 15 the chairperson of the committee or by a majority of the members of the
 16 committee for conducting any business of the committee; provided, a special
 17 meeting of the committee may not conflict with regularly scheduled meetings
 18 of any standing committee; provided further, special meetings shall be
 19 subject to the same procedures regarding the publishing of agendas and
 20 notices of meetings that apply to regular standing committee meetings. (J.R.
 21 21 - Joint Committee)

22

23 11)

24 (House Rule 59) All persons wishing to offer testimony to a committee
 25 hearing shall be given a reasonable opportunity to do so as determined by a
 26 majority of the committee. An oral or written statement shall not be a
 27 prerequisite to offer testimony before a committee.

28

29 12)

30 (House Rule 61) No committee shall sit while the House is in session except
 31 the Committee on Rules or a Conference Committee, which shall notify the
 32 House.

33

34 13)

35 (House Rule 64(a)) A bill, resolution or amendment in a House committee,
 36 having been rejected twice, ~~may~~ shall not be placed on the committee calendar

1 again or considered again during the same legislative session unless the vote
 2 is expunged (two-thirds of the membership of the committee). The motion to
 3 expunge shall be placed on the committee agenda, by a committee member, and
 4 placed at the bottom of the active list. Notice of reconsideration not
 5 permitted in committee.

6
 7 14)

8 (House Rule 45(a)) When a bill or resolution is under consideration,
 9 amendments shall be in order. Upon adoption, amendments shall become a part
 10 of the bill or resolution. Amendments to amendments may not be offered. All
 11 amendments offered before the House or one of its committees must be
 12 typewritten on an approved amendment form and signed by the sponsor. All
 13 amendments shall be attached to the original bill or resolution, numbered by
 14 the Bill Clerk, and shall be placed upon the members' desks before being
 15 acted upon by the House.

16
 17 (House Rule 36(e) All amendments shall be entered on a separate sheet of
 18 paper noting the line or lines to be changed and the words to be deleted
 19 or inserted.

20
 21 15)

22 (House Rule 66) No bill or resolution shall be introduced with a committee
 23 as the author of said bill or resolution unless that committee has voted
 24 unanimously to sponsor the bill or resolution.

25
 26 16)

27 (House Rule 67) Committee Records and Reports

28 67(a) The chairperson of each committee of the House shall keep or
 29 cause to be kept a record in which there shall be entered:

30 67(a) 1. The time and place of each hearing and each meeting of the
 31 committee.

32 67(a) 2. The number and title of the bill or resolution with one of
 33 the following three recommendations: "do pass", "do pass as amended",
 34 or "do not pass". If a committee recommends a bill or resolution "do
 35 pass as amended" and any of the amendments recommended by the committee
 36 are not adopted on the floor, the bill or resolution shall be re-

1 referred to the same committee for further consideration and
 2 recommendation.

3 67(a) 3. A summary of each bill or resolutions major provisions which
 4 may be several paragraphs in length in case of major bills or
 5 resolution or simply the title of the bill or resolution in the case of
 6 minor bills or resolutions.

7 67(a) 4. The reason for the committee's action on the bill or
 8 resolution, including a brief minority report, if requested by any two
 9 (2) committee members.

10 67(a) 5. A record of how every member voted on each bill or resolution
 11 when action is taken by the committee, including votes on a motion to
 12 postpone consideration on the bill or resolution and a recorded vote on
 13 any other motion, if requested by any two (2) committee members.

14 67(a) 6. A list of all people testifying before a committee on each
 15 bill or resolution, the interest that they represent, and an indication
 16 of their position on the bill or resolution.

17
 18 17)

19 (House Rule 67(b)) Such records shall be approved by the chairperson before
 20 the expiration of a seven (7) day period, with the exception of those records
 21 referred to in (a) 1. and 2., hereinabove which shall be filed immediately
 22 with the Clerk of the House.

23
 24 18)

25 (House Rule 22 part) When a question is raised about the proper referral of
 26 a bill or resolution to committee, if the Speaker admits error in the
 27 referral of the bill or resolution to a committee, the bill or resolution may
 28 be re-referred by a majority vote of a quorum; however, if the Speaker does
 29 not admit error in the referral of the bill or resolution to committee, the
 30 bill or resolution may only be re-referred by a two-thirds (2/3) vote of a
 31 quorum. When a bill or resolution is re-referred to a committee, any
 32 previous committee recommendation is automatically stripped from the bill or
 33 resolution. When a motion is under consideration, only two (2) substitutes
 34 to that motion shall be in order. A substitute to the third degree shall not
 35 be in order. Only a motion applicable to the main motion and of a higher
 36 precedence upon recognition may be substituted for the motion under

1 consideration.

2
3 19)

4 (House Rule 53 (a)) House Committee Staff will automatically and without
5 delay place all bill or resolutions referred to the committees on the
6 committee agendas. Staff will notify the sponsor of bill or resolutions
7 assigned to committee. Referred bills shall be placed on the committee's
8 active agenda in the order they are read across the desk on the House Floor.
9 When an active agenda is established in a committee and bills from that
10 agenda are not placed on the deferred list and if they are passed over, they
11 are placed at the bottom of the list of the day's active agenda. Bills read
12 across the desk on the House Floor later that same day or on a later day are
13 placed on the active agenda in the order they are read below bills already on
14 the active agenda.

15
16 20)

17 After a bill or resolution has appeared on the Committee agenda and has been
18 called up for consideration by the Committee and the sponsor of the bill or
19 resolution or a representative is not present to present the bill or
20 resolution, the bill or resolution will be placed on the active agenda two
21 (2) additional times, but will be placed at the bottom of the active agenda.

22
23 21)

24 If the sponsor or a representative is not present to present the bill or
25 resolution when called up after the bill or resolution has appeared on the
26 active agenda when called up during the third meeting, the bill or resolution
27 will be automatically dropped from the active agenda and placed on the
28 deferred list unless the sponsor notifies staff to put the bill or resolution
29 back on the active agenda before the agenda is prepared, for the next called
30 meeting. Requests to move bills or resolutions from the deferred list to the
31 active agenda must be made by 2:30 p.m. two (2) days prior to the scheduled
32 committee meeting. Bills moved from the deferred list to the active agenda
33 shall be listed at the bottom of the active agenda. Bills on the deferred
34 list may be moved to the active calendar as provided by rule for a total of
35 three (3) times only. A suspension of this rule by the Committee (two-thirds
36 of a quorum) will be required for each transfer of any bill having been moved

1 three (3) times previously.

2

3 22)

4 Bills or resolutions suggested as non-controversial will be considered before
 5 consideration of controversial bills or resolutions on the agenda. The
 6 objection of one (1) committee member to the consideration of a bill or
 7 resolution as non-controversial will automatically keep the bill or
 8 resolution from being considered as being non-controversial. Even though a
 9 bill or resolution has been considered as non-controversial, it will be
 10 necessary after a “do pass” or “do pass as amended” recommendation that a
 11 motion be made and there be unanimous consent of no less than a quorum of the
 12 Committee for a bill or resolution to be eligible to be placed on the House
 13 Non-controversial Calendar.

14

15 23)

16 If a bill or resolution is discussed by a committee at a meeting, but is not
 17 voted on because of time limitations or because the vote is deferred to the
 18 next meeting, the bill or resolution will not lose its order on the agenda
 19 and will not be counted as having been considered.

20

21 24)

22 The author/sponsor of a bill or resolution may make a presentation for
 23 his/her bill or resolution and may elect at that time to respond to questions
 24 from the committee members. Following the initial presentation, non-
 25 legislative---non-committee members will be allowed to alternately speak
 26 against and for the bill or resolution. At the conclusion of the non-
 27 legislative---non-committee member proponent and opponent presentations, the
 28 sponsor may return to the podium and may elect to field questions from the
 29 committee members. Those questions should be limited to requests for
 30 clarification or the securing of information. Questions that are
 31 rhetorically offered and are dilatory for the effect of debate are
 32 discouraged. At this point, the chair will entertain motions from committee
 33 members only. Discussion from that point forward is limited to committee
 34 members for and against the motion in alternating fashion. If debate has not
 35 been limited and time has not expired, the author/sponsor will be allowed to
 36 close for his/her bill or resolution. During the closing, the author may

1 elect to field questions from committee members. At the conclusion of these
2 presentations, a vote will be taken on the motion properly before the
3 committee.

4
5 25)

6 As determined by the presider courtesy may be extended to General Assembly
7 members who are non-committee members who need to return to their own
8 committee meetings.

9
10 26)

11 (House Rule 64) Eleven (11) members of a standing committee constitute a
12 committee quorum with the Speaker present if he/she is a member of the
13 committee and ten (10) members when the Speaker is not present. A committee
14 recommendation of a bill or resolution will require these same numbers.

15
16 27)

17 Smoking is prohibited in the committee rooms and all adjoining rooms.

18
19 28)

20 (House Rule 67(a)5) A roll call vote will be required if requested by any
21 two (2) committee members, except for a quorum call which may be requested by
22 one (1) member. The request for a quorum call is always in order.

23
24 29)

25 When a roll call is required, the roll will be called by seniority with the
26 vice chairperson being called next to last and the chairperson last.

27
28 30)

29 During a roll call vote, when a member's name has been called twice and
30 he/she does not respond, or when a member passes, they will not be allowed to
31 vote at a later time on the current issue before the committee.

32
33 31)

34 No seconds are required during the legislative process except those that are
35 explicit in the rules, (roll call, previous question, sound the ballot, etc.)

36

1 32)

2 (House Rule 36(p)1) When any House or Senate bill or resolution requiring an
 3 expenditure of public funds or otherwise imposing a new or increased cost
 4 obligation on any municipality or county is pending before any committee of
 5 the House of Representatives, any member of the committee may request that a
 6 fiscal impact statement for such bill or resolution be placed on the desk of
 7 each member of the committee before the bill or resolution is called up for
 8 final action in the committee. If such request is made, the chairperson of
 9 the committee shall refer the bill or resolution to the appropriate state
 10 agency or to the legislative staff for the preparation of a fiscal impact
 11 statement, to be returned to the committee in writing not later than five (5)
 12 days from the date of the request.

13
 14 33)

15 (House Rule 36(p)4) Failure of the sponsor of a bill or resolution to
 16 provide the fiscal impact statement required in this rule shall not prohibit
 17 the consideration of it in the committee to which referred or on the floor of
 18 the house in which the bill or resolution is called up for final passage, if
 19 no objection to it is made at the time such action is taken.

20
 21 (House Rule 36(p)5) Nothing in this rule shall prohibit a committee to which
 22 a bill or resolution is referred or the house in which the bill or resolution
 23 is being considered from suspending the requirement of the filing of a fiscal
 24 impact statement on any such bill or resolution in the same manner as
 25 provided for the suspension of the rules in the house in which the bill or
 26 resolution is being considered.

27
 28 34)

29 Bills imposing new or additional costs on education.
 30 (a)(1) As used in this section, unless the context otherwise requires,
 31 "fiscal impact statement" means a realistic written statement of the purpose
 32 of a proposed law, or a regulation promulgated under a law, and the estimated
 33 financial cost to the state or any local school district of implementing or
 34 complying with the proposed law or regulation.
 35 (2) The fiscal impact statement shall be developed by the Office of
 36 Economic and Tax Policy of the Bureau of Legislative Research with the

1 assistance of the Department of Education within the guidelines adopted by
 2 the House Committee on Education and the Senate Committee on Education, as
 3 applicable.

4 (b) Any bill filed in the House of Representatives or Senate that will
 5 impose a new or increased cost obligation for education in grades
 6 kindergarten through twelve (K-12) on the State of Arkansas or any local
 7 school district shall have a fiscal impact statement attached to it prepared
 8 and filed with the chair of the committee to which the bill is referred:

9 (1) At least three (3) days before the bill may be called up for final
 10 action in the committee during a regular session of the General Assembly; and

11 (2) At least one (1) day before the bill may be called up for final
 12 action in the committee during a special session of the General Assembly.

13 (c)(1)(A) If any such House or Senate bill is called up for final passage in
 14 the House or Senate and a fiscal impact statement has not been provided by
 15 the author of the bill or by the committee to which the bill was referred,
 16 any member of the House or Senate may object to the bill's being called up
 17 for final passage until a fiscal impact statement is prepared and made
 18 available on the desk of each member of the House or Senate at least one (1)
 19 day prior to the bill's being called up for final passage.

20 (B) An affirmative vote of two-thirds (2/3) of a quorum present and
 21 voting shall override the objection.

22 (2) If an objection is made without override, the presiding officer of the
 23 House or Senate shall cause the bill to be referred to the office for the
 24 preparation of a fiscal impact statement which shall be filed with the
 25 presiding officer not later than five (5) days from the date of the request.

26 (A.C.A. 10-2-127)

27
 28 35)

29 Bills imposing new or additional costs and restrictions on inmate
 30 population patterns or affecting programs or services of the Department of
 31 Corrections.

32 (a) Each of the following bills introduced in the General Assembly
 33 shall have a cost impact statement attached to the bill prior to the
 34 committee to which the bill is referred taking action in regard to the bill:

35 (1) Bills which affect inmate population patterns at facilities
 36 of the Department of Correction by imposing restrictions on inmate release,

1 or by increased intake into the department of inmates based on felony
 2 convictions; and

3 (2) Bills which affect programs or services of the department.

4 (b) In addition, copies of the cost impact statement shall be
 5 furnished on the desk of each member of the Senate and of the House of
 6 Representatives at least one (1) day prior to the date on which the bill is
 7 on third reading and debated for final passage in the respective houses.

8 (c) Cost impact statements required under this section shall be
 9 prepared, upon referral thereof by the Speaker of the House of
 10 Representatives, with respect to House bills, and by the President of the
 11 Senate upon recommendation of the Senate Rules Committee, with respect to
 12 Senate bills, at the time of introduction thereof, to:

13 (1) The Director of the Department of Correction, who shall
 14 either personally prepare, or cause appropriate officials of the department
 15 to prepare, a cost impact statement to be approved by the director before
 16 submission to the house in which the request was made; or

17 (2) Any other state agency which has information available upon
 18 which to base a cost impact statement.

19 (d) The cost impact statement shall be furnished to the Governor and
 20 to the President of the Senate and the Speaker of the House of
 21 Representatives who shall cause copies thereof to be prepared for
 22 distribution upon the desks of the members of the House and Senate at least
 23 twenty-four (24) hours prior to consideration of any such bill by committee
 24 or twenty-four (24) hours prior to the bill's being called up for third
 25 reading and final passage.

26 (e) The cost impact statement shall be certified by the director, or
 27 the director of the appropriate agency to which the bill is referred for
 28 preparation of an impact statement, and shall be returned and filed as
 29 required in this section within not more than five (5) days from the date of
 30 receipt thereof unless additional time in which to prepare the statement is
 31 granted by the requesting official. (A.C.A. 12-28-103)

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 34
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 36