

1 State of Arkansas
2 92nd General Assembly
3 Regular Session, 2019

HR 1001

4
5 By: Representative Shepherd

6
7 **HOUSE RESOLUTION**

8 A RESOLUTION TO ADOPT THE RULES OF THE HOUSE OF
9 REPRESENTATIVES OF THE NINETY-SECOND GENERAL
10 ASSEMBLY.

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13 **Subtitle**

14 TO ADOPT THE RULES OF THE HOUSE OF
15 REPRESENTATIVES OF THE NINETY-SECOND
16 GENERAL ASSEMBLY.

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19 BE IT RESOLVED BY THE HOUSE OF REPRESENTATIVES OF THE NINETY-SECOND GENERAL
20 ASSEMBLY OF THE STATE OF ARKANSAS:

21
22 SECTION 1. The Rules of the House of Representatives of the Ninety-
23 Second General Assembly of the State of Arkansas are adopted to read as
24 follows:

25 **MEMBERS**

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

34 2. For the purpose of seating in the House Chamber for an upcoming
35 regular session of the General Assembly, the Speaker of the House shall, on
36 the first Friday following the November General Election, declare all House



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

12 3. When it is necessary for seniority of incoming members to be
13 determined by lot, the Speaker of the House and the Speaker-designate of the
14 House shall conduct a drawing by lots upon receiving certification from the
15 Secretary of State of the election of membership to each General Assembly.
16 Qualified and certified persons to be seated and officially receive the oath
17 of office may do so only at a time and place prescribed by the House. No
18 person having resigned from public office as a provision to a plea agreement
19 to avoid felony prosecution shall be seated or administered the oath of
20 office. Incoming members with previous legislative tenure shall be placed
21 highest in seniority among the incoming members based upon previous terms of
22 service. Where an equivalence of full terms of service exists, seniority for
23 those with equal terms shall be asserted by drawing lots to determine their
24 numerical standing.

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

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

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

36 7. Every bill or resolution in the possession of the House or of any

1 committee thereof shall be made available to any member for his/her
2 examination.

3 8. No member at any time shall take from the House or any committee
4 any bill or other paper belonging to the House, without consent of the
5 Speaker, subject to the will of the House.

6 9. It shall be the duty of each representative to know, practice and
7 preserve Parliamentary Law.

8

9

THE SPEAKER

10 10. Selection.

11 10.(a) As used in this rule, the term "Speaker-designate" shall mean
12 the member of the House of Representatives selected by the House of
13 Representatives of each General Assembly held preceding the convening of the
14 next-following regular session of the General Assembly, in the following
15 manner:

16 10.(a)(1) A caucus of the entire House of Representatives shall be
17 held fifteen (15) minutes following sine die adjournment of the fiscal
18 session held in each even-numbered year, at which time the members of the
19 House shall select by secret ballot a member of the House to be known as the
20 Speaker-designate. Each candidate for Speaker-designate shall be allowed
21 fifteen (15) minutes to address the House before the ballot is taken. All
22 members are required to be present for the addresses and for the election.
23 In the event a member is unable to attend, absentee ballots may be requested
24 by a member for himself/herself from the Speaker's Office no sooner than
25 twenty (20) calendar days prior to the scheduled election and must be
26 completed and returned to the Speaker's Office no later than four p.m. (4:00
27 p.m.) the day before the scheduled election. It is the intent of the
28 Speaker's office to accommodate any and all members for Speaker-designate
29 voting, should a member have a documented emergency arise, the Speaker may
30 direct staff to allow for absentee voting up to two (2) hours prior to the
31 scheduled election. Leave for absence shall be requested immediately before
32 the time of the election. The Speaker shall announce the name and number of
33 votes received by the candidate who received at least a majority of the votes
34 of the membership of the House. Each candidate shall be entitled to verify
35 the number of votes he or she received.

36 10.(a)(2) The candidate receiving a majority vote of the membership of

1 the House of Representatives shall be declared the winner of such election
2 for Speaker-designate of the House of Representatives of the next-following
3 General Assembly.

4 10.(a)(3) If no candidate receives a majority vote of the membership
5 of the House of Representatives, the names of the two (2) candidates
6 receiving the highest number of votes cast shall be placed on a run-off
7 ballot and distributed among the membership of the House of Representatives
8 in the same manner provided above.

9 10.(a)(4) If it is determined that the Speaker-designate will not
10 serve as a member of the House of Representatives of the next-following
11 General Assembly due to death, resignation, or failure to be a candidate for
12 or to win reelection, a vacancy in the position of Speaker-designate shall
13 exist and be filled at the caucus of the entire House of Representatives-
14 elect held on the Friday of the week designated for the biennial Institute of
15 Legislative Procedure (House Legislative Orientation), and the Speaker of the
16 House of Representatives shall be elected upon convening of the next regular
17 session.

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

22 10.(a)(6) Petitions seeking pledge signatures of members of the House
23 of Representatives for a particular candidate seeking selection as Speaker-
24 designate shall not be circulated among the members of the House of
25 Representatives.

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

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

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

34 11.(b) Have control of the area set aside for use by the House and, in
35 case of disturbance therein, shall have the authority to have the areas
36 cleared. He/she or his/her designee shall supervise and control the

1 temporary employees while the legislature is in session and the permanent
2 employees during the biennium (A.C.A. 10-2-125 -- Employees of the House of
3 Representatives);

4 11.(c) Preserve order and decorum;

5 11.(d) Sign all acts, proceedings and orders of the House. All writs,
6 warrants and subpoenas issued by the House shall be signed and attested by
7 him/her and the Clerk (J.R. 10; A.C.A. 21-10-101 thru 21-10-108);

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

10 11.(f) Appoint and confirm all representatives to certain committees
11 and to appoint and confirm committee chairpersons and vice chairpersons in
12 accordance with the House Rules and Statutes. In making appointments, the
13 Speaker shall consider the political composition and the geographic and
14 demographic diversity of the House; the skills, expertise, personal
15 preferences, and seniority of individual appointees; and he or she shall in
16 good faith consult with the minority and majority party leadership before
17 making such appointments;

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

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

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

24 11.(j) Appoint, at the beginning of each session, a member of the
25 House to serve as Speaker Pro Tempore. The Speaker Pro Tempore shall serve
26 during the absences of the Speaker and shall perform the Speaker's duties.
27 The Speaker Pro Tempore shall not serve more than ten (10) consecutive
28 legislative days without the consent of the House, or beyond adjournment.
29 The Speaker of the House may appoint four (4) Assistant Speakers Pro Tempore;

30 11.(k) Supervise and direct the preparation of the daily House
31 calendar;

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

34 11.(m) Vacate the Speaker's office by January 1 of the calendar year
35 that a new General Assembly is to convene (odd-numbered years) so as to allow
36 the Speaker-designate the privilege of the use of the office in preparation

1 for the forthcoming General Assembly;

2 11.(n) Vacate the Speaker's premises by December 15 in the even-
3 numbered years; and

4 11.(o) Keep a permanent register of the seniority of the members of
5 the House of Representatives.

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

10 11.(q) Approve, by cosigning with either the Chief of Staff or the
11 Coordinator of Legislative Services, the disbursement of all House funds.

12 CHIEF OF STAFF

13 14 12. The Chief of Staff shall be appointed by the Speaker with the
15 approval of the House Management Committee.

16 13. The duties of the Chief of Staff shall be to:

17 13.(a) Oversee all facets of the daily operations of the House
18 ensuring compliance with all Rules of the House, all local, state and federal
19 laws, policies, regulations and policy statements;

20 13.(b) Act as travel supervisor or assign duty to designated staff;

21 13.(c) Act as purchasing agent or assign duty to designated staff;

22 13.(d) Coordinate preparation for General, Fiscal and Special Sessions
23 of the House of Representatives; and

24 13.(e) Act as custodian of House properties.

25 COORDINATOR OF LEGISLATIVE SERVICES

26 27 14. The Coordinator of House Legislative Services shall be appointed
28 by the Speaker of the House with the approval of the House Management
29 Committee.

30 15. The duties of the Coordinator of House Legislative Services shall
31 be to:

32 15.(a) Coordinate and supervise the activities of the Chief Clerk,
33 employees of the House Fiscal Office, and other temporary and permanent
34 employees as assigned by the Chief of Staff;

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

36 15.(c) ~~Act as custodian of House properties; and,~~

1 official daily Journal for the date on which the correction was made.

2
3 PARLIAMENTARIAN

4 18. The duties of the Parliamentarian shall be to:

5 18.(a) Convene the first session of the House at the time prescribed
6 by law. The Parliamentarian shall call the members to order, call the roll,
7 preserve order and decorum, and decide all questions of order subject to
8 appeal by any representative pending the election of the Speaker. The
9 Parliamentarian of the previous House shall serve as the official
10 Parliamentarian until the appointment of a new Parliamentarian. In the
11 absence of a Parliamentarian of the previous House, the Speaker of the House
12 shall designate a temporary Parliamentarian to convene the first session of
13 the House;

14 18.(b) Assist the Speaker in deciding all points of order;

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

17 18.(d) Assist the Speaker in the supervision of the preparation of the
18 daily House calendar;

19 18.(e) Assist the Speaker in the selection of a Chaplain for the day;

20 18.(f) Assist the Speaker in the assignment of bills to their
21 appropriate committee;

22 18.(g) Sit as an ex-officio non-voting member of the House Rules
23 Committee, and serve as secretary and advisor to the House Committee on the
24 Journal; Engrossed and Enrolled Bills;

25 18.(h) Prepare and distribute the House Rules and amendments thereto,
26 under the supervision of the Speaker and the House Rules Committee; and

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

29
30 PARLIAMENTARY PRACTICE

31 19. When a question is under debate, motions shall have precedence in
32 the following order (the request for a quorum call is always in order; the
33 Chairperson is not compelled to accept any motion):

34 19.(a) To fix the time to which the House will adjourn (non-debatable)
35 (majority of a quorum);

36 19.(a)(1) (A majority of a quorum is a majority of those voting when

1 at least a majority of the members are present and voting;)

2 19.(b) To adjourn (non-debatable) (majority of a quorum);

3 19.(c) To take a recess (non-debatable) (majority of a quorum);

4 19.(d) Postpone temporarily; lay on the table (non-debatable)
5 (majority of a quorum) To take from the table (non-debatable) (majority of a
6 quorum) (when the motion to take from the table is adopted, the proposition
7 takes the same position it held when the motion to lay on the table was
8 adopted);

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

10 19.(f) Previous question (non-debatable) (5 seconds) (majority of a
11 quorum);

12 19.(g) Limit or extend debate (non-debatable) (2/3 of a quorum);

13 19.(h) To expunge (debatable) (2/3 of membership) (67);

14 19.(i) Postpone to a day certain (debatable) (majority of a quorum);

15 19.(j) Committee of the Whole, go into (non-debatable) (majority of a
16 quorum);

17 19.(k) Refer (debatable) (majority of a quorum);

18 19.(l) Amend (debatable) (majority of a quorum);

19 19.(m) Postpone indefinitely (debatable) (majority of membership);

20 19.(n) Take out of proper order (non-debatable) (2/3 of a quorum);

21 19.(o) Special order of business (debatable) (2/3 of a quorum); and

22 19.(p) To suspend the rules (non-debatable) (2/3 of a quorum).

23 20. A motion to adjourn shall always be in order, when the Floor can
24 be obtained for that purpose, except when the previous question has been
25 ordered.

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

29 22. Previous question:

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

36 22.(b) Pending a vote on the main question, one (1) motion to refer is

1 permitted. A motion to refer under this rule applies to House resolutions as
2 well as to House bills, to Senate bills and to Senate amendments to a House
3 bill, and to a motion to amend the Journal. The motion to refer under this
4 rule is non-debatable and may not be laid upon the table.

5 23. A motion to postpone to a day certain may not specify the hour; a
6 special order is necessary to specify the hour; the motion may be amended and
7 it is debatable within narrow limits only, confined to the merit of the
8 motion itself.

9 24. The simple motion to refer is debatable within its narrow limits,
10 but the merits of the proposition to which it is proposed to refer may not be
11 brought into the debate. The motion to refer with instructions is debatable
12 (majority vote of a quorum). When a question is raised about the proper
13 referral of a bill to committee, if the Speaker admits error in the referral
14 of the bill to a committee, the bill may be re-referred by a majority vote of
15 a quorum; however, if the Speaker does not admit error in the referral of the
16 bill to committee, the bill may only be re-referred by a two-thirds (2/3)
17 vote of a quorum. When a bill is re-referred to a committee, any previous
18 committee recommendation is automatically stripped from the bill.

19 24.(a) When a motion is under consideration, only two (2) substitutes
20 to that motion shall be in order. Only a motion applicable to the main
21 motion and of a higher precedence upon recognition may be substituted for the
22 motion under consideration. A substitute to the third degree shall not be in
23 order. Unless specified otherwise by the presenter of the motion at the time
24 the motion is made, a substitute motion shall apply to the main motion.

25 25. The motion to postpone indefinitely opens to debate all the merits
26 of the proposition to which it is applied. It may not be applied to the
27 motion to refer, or to suspend the rules, or to motions relating to the order
28 of business.

29 25.(a) The motion for indefinite postponement and possible
30 consideration by a joint interim committee shall be as follows: "Mr. Speaker,
31 I move that consideration of _____ be postponed indefinitely and that
32 consideration be given by the joint interim committee on _____ for a study
33 of _____." (majority of membership).

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

36 27. Reconsideration:

1 27.(a) When a proposition has been made and carried or lost, it shall
2 be in order for any member of the majority on the same or succeeding
3 legislative day to move for the reconsideration thereof, or give notice of
4 his/her intentions to do so and such motion shall take precedence over other
5 questions except consideration of a conference report or a motion to adjourn:
6 Provided, the motion or proposition shall only be considered during the
7 period reserved for regular bills. The notice shall not be withdrawn after
8 the said succeeding legislative day without the consent of the House, and
9 thereafter any member may call it up for consideration: Provided, the notice
10 to reconsider must be disposed of within three (3) legislative days following
11 the day the vote was taken; provided, that such notice to reconsider cannot
12 be given after the 57th day of a regular session or during a special session
13 or fiscal session during which times a motion to reconsider must be disposed
14 of immediately.

15 27.(b) The provisions of the rule that the motion may be made "by any
16 member of the majority" is construed, in case of a tie, to mean the member of
17 the prevailing side, and the same construction applies in the case of a two-
18 thirds (2/3) vote. Where the yeas and nays have not been ordered recorded in
19 the Journal, any member, irrespective of whether he/she voted with the
20 majority or not, may make the motion to reconsider or give notice thereof;
21 but a member who was absent or who was paired in favor of the majority
22 contention and did not vote may not make a motion.

23 27.(c) A bill in the possession of the House is not considered passed
24 or an amendment agreed to if a motion to reconsider is pending; the effect of
25 the motion being to suspend the original proposition. A notice or motion to
26 reconsider shall not be allowed unless the bill is in the House. A bill
27 shall not leave the House once notice of reconsideration is given. When the
28 motion to reconsider is decided in the affirmative, the question immediately
29 recurs on the motion reconsidered. However, prior to consideration of the
30 question at hand, the Speaker shall have the title, expressing the main
31 contents of the proposition being reconsidered, read to the House. When the
32 motion to reconsider is defeated, a second motion to reconsider may not be
33 made.

34 27.(d) The motion to reconsider is agreed to by a majority of a
35 quorum, even though the vote reconsidered requires a majority or more of the
36 membership. Upon reconsideration when a proposition has been voted twice and

1 either carried or lost it is considered "Clinched".

2 27.(e) A notice to reconsider is not debatable. A motion to
3 reconsider is debatable when the item to which it applies is debatable.

4 27.(f) No bill, petition, memorial, or resolution referred to a
5 committee or reported there-from for recommitment shall be brought back into
6 the House on a motion to reconsider.

7 27.(g) The "Clincher" motion is two (2) motions in one (1); it is a
8 motion to reconsider and to lay on the table. Having prevailed, the
9 proposition shall not be again considered except by expunging the record.
10 The "Clincher" motion is adopted by a majority of the membership. The
11 Speaker shall accept a "Sound the Ballot" request after the "Clincher" has
12 been adopted and before the next order of business is called.

13 27.(h) No "Clincher" motion shall be entertained on a bill passed
14 during the morning hour or which has been represented to be non-controversial
15 regardless of when passed. Prior to the 60th day of a session, no bill
16 passed during the morning hour, or a bill appearing on the non-controversial
17 bill calendar which has passed, shall be transmitted to the Senate until the
18 expiration of the morning hour of the day next following its passage in which
19 the House is in session.

20 28. No dilatory motion shall be entertained by the Speaker.

21 29. Two-thirds (2/3) of a quorum may suspend the rules, other than
22 rules that require a two-thirds (2/3) or three-fourths (3/4) vote of the
23 membership. (J.R. 12 - Suspending Joint Rules)

24 30. No standing rule or order shall be revised without one (1) day's
25 notice being given thereof.

26 31. In every case not provided for in the House rules, the Speaker,
27 the Parliamentarian, and the members shall be guided by Mason's Manual of
28 Legislative Procedure. Each member of the Rules Committee may be furnished a
29 copy of the current edition and of each new or revised edition of Mason's
30 Manual of Legislative Procedure and additional copies may be available to
31 other members from the Parliamentarian, upon approval of the Rules Committee.
32

33 DAILY ORDER OF BUSINESS

34 32. The House shall convene at 1:30 p.m., unless otherwise ordered by
35 the House membership.

36 33. The daily order of business shall be:

- 1 (a) Prayer
2 (b) Pledge of Allegiance
3 (c) Roll Call
4 (d) Leaves of absence
5 (e) Reading and approval of the previous day's Journal
6 (f) Reports from select committees
7 (g) Reports from standing committees
8 (h) Unfinished business
9 (i) Executive communications
10 (j) Introduction, reading and advancement of bills and resolutions
11 33.(k)1. Senate communications and amendments to House bills
12 2. Introduction, reading and advancement of bills and joint
13 resolutions
14 3. Bills and resolutions from the Senate on first reading
15 4. Bills and resolutions from the Senate on second reading
16 5. Senate bills and joint resolutions on third reading
17 33.(l) Announcement of committee meetings, and
18 33.(m) Adjournment.
19 34.(a) Introduction and reading of bills and resolutions may be
20 ordered by the Speaker of the House at his/her discretion.
21 34.(b) The following types of resolutions shall be considered for
22 passage during the time set aside for the consideration of members' own
23 amendments to their own bills: a memorial resolution, a concurrent memorial
24 resolution, and a resolution or a concurrent resolution that commends,
25 congratulates, or recognizes an individual, group, or other entity.
26 Notwithstanding Rule 27 (h), a concurrent resolution or concurrent memorial
27 resolution that is subject to this rule may be transmitted to the Senate on
28 the same day that it is passed. A joint resolution proposing a
29 Constitutional amendment shall be placed on the regular House calendar and is
30 subject to Rule 27 (h).
31 35. Items "(a)" through "(h)" shall take no more than one (1) hour of
32 House time each day unless extended by a majority vote of the House members
33 present.
34 36. Unfinished business items, except items "(a)" through "(g)", take
35 up where the House left the day before when it adjourned. Items "(a)"
36 through "(g)" begin new each day.

1 38.(g) The improper introduction of a bill, resolution, amendment,
2 petition or memorial involves a question of privilege. Such measures
3 improperly introduced, as determined by the Speaker or the House Committee on
4 the Journal; Engrossed and Enrolled Bills, shall be returned to the
5 representative who introduced them.

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

8 38.(i) The General Assembly of Arkansas shall not pass any local or
9 special act. This amendment shall not prohibit the repeal of local or
10 special acts. (Amendment 14)

11 38.(j) No bill shall be passed by either house containing more than
12 one subject, which shall be expressed in the title, and the subtitle. (J.R.
13 4)

14 38.(k) In making appropriations for any fiscal year, the General
15 Assembly shall first pass the General Appropriation Bill provided for in
16 Section 30 of Article 5 of the Constitution, and no other appropriation bill
17 may be enacted before that shall have been done. (As added to Article 5, Sec.
18 40 by Amendment No. 19)

19 38.(l) No money shall be drawn from the treasury except in pursuance
20 of specific appropriation made by law, the purpose of which shall be
21 distinctly stated in the bill, and the maximum amount which may be drawn
22 shall be specified in dollars and cents; and no appropriation shall be for a
23 longer period than one (1) fiscal year. (Art. 5, Sec. 29)

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

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

33 None of the rates for property, excise, privilege or personal taxes,
34 now levied shall be increased by the General Assembly except after the
35 approval of the qualified electors voting thereon at an election, or in case
36 of emergency, by the votes of three-fourths (3/4) of the members elected to

1 each House of the General Assembly. (Art. 5, Sec. 38 added by Amend. 19,
2 Sec. 2)

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

10 38.(m)(a) No appropriation bill shall be filed for introduction in
11 either the House of Representatives or the Senate later than the fiftieth
12 (50th) day of a regular session except upon consent of two-thirds (2/3) of
13 the members elected to each house; ~~and, no other bill or resolution except~~
14 ~~adjournment resolutions and resolutions requesting permission to introduce a~~
15 ~~bill or resolution shall be filed for introduction in either the House of~~
16 ~~Representatives or the Senate later than the fifty-fifth (55th) day of a~~
17 ~~regular session, except upon consent of two-thirds (2/3) of the members~~
18 ~~elected to each house.~~

19 (b)(1) No appropriation bill shall be filed for introduction in
20 either the House of Representatives or the Senate later than the fifteenth
21 (15th) day of a fiscal session except upon consent of two-thirds (2/3) of the
22 members elected to each house.

23 (2) For a fiscal session, a non-appropriation bill shall not be
24 filed for introduction until identical resolutions authorizing the
25 introduction of the non-appropriation bill have been approved by an
26 affirmative vote of two-thirds (2/3) of the members elected to each house.

27 (3) The identical resolutions authorizing the introduction of a
28 non-appropriation bill in a fiscal session shall not be filed for
29 introduction in either the House of Representatives or the Senate later than
30 the first (1st) day of a fiscal session.

31 (4) A non-appropriation bill shall not be filed for introduction
32 in either the House of Representatives or the Senate later than the fifteenth
33 (15th) day of a fiscal session.

34 (c) When the filing deadline for any bills or resolutions ends on
35 Saturday or Sunday, the deadline is extended until the close of business the
36 following Monday.

1 38.(n)(a) No resolution proposing a constitutional amendment shall be
2 filed in the House of Representatives after the thirty-first (31st) day of
3 each regular session of the General Assembly. Proposed constitutional
4 amendments may only be considered during regular sessions.

5 38.(n)(b) All resolutions proposing constitutional amendments shall be
6 referred to the House Committee on State Agencies and Governmental Affairs,
7 which by an affirmative vote of its members may recommend proposals one-at-a-
8 time to the House of Representatives for its consideration.

9 38.(n)(c) Any proposed constitutional amendment initiated in and
10 approved by the House of Representatives shall be transmitted to the Senate
11 for its consideration. If the Senate fails to approve a House-proposed
12 constitutional amendment, the House of Representatives may proceed to
13 initiate other proposed constitutional amendments one-at-a-time for Senate
14 consideration.

15 38.(n)(d) Any proposed constitutional amendment received from the
16 Senate shall be referred to the House Committee on State Agencies and
17 Governmental Affairs, which by an affirmative vote of its members may
18 recommend the proposal to the House of Representatives for its consideration.

19 38.(n)(e) Upon adoption by the General Assembly of a House-proposed
20 constitutional amendment and a Senate-proposed constitutional amendment, in
21 accordance with the Joint Rules, a third proposed constitutional amendment
22 may be considered and voted upon by the General Assembly only after identical
23 resolutions authorizing the consideration of the third proposed
24 constitutional amendment have been approved by an affirmative vote of two-
25 thirds (2/3) of the members elected to each house.

26 38.(o)(a) Any proposed legislation affecting any publicly supported
27 retirement system or pension plan to be considered by the General Assembly at
28 a regular session shall be introduced in the General Assembly during the
29 first fifteen (15) calendar days of a regular session. (A.C.A. 10-2-115)

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

34 38.(o)(c) A bill affecting any publicly supported retirement system or
35 systems shall not be introduced or considered at any special session or
36 fiscal session of the General Assembly unless the introduction and

1 consideration of the bill is first approved by a three-fourths (3/4) vote of
2 the full membership of each House of the General Assembly. (A.C.A. 10-2-115)

3 38.(p) "Fiscal impact statement" means a realistic statement of the
4 estimated financial cost of implementing or complying with a proposed law
5 regarding:

6 (1) Municipalities;

7 (2) Counties;

8 (3) Education, as related to the State of Arkansas and local
9 school districts grades kindergarten through twelve (K-12);

10 (4) Corrections, if imposing new or additional costs and
11 restrictions on inmate population patterns or affecting programs or services
12 of the Department of Correction; or

13 (5) Lottery, if amending Chapter 115 of Title 23 of the Arkansas
14 Code or imposing a new or increased cost to the Arkansas Lottery Commission
15 or a lottery.

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

26 38.(r) Any time before a bill requiring an expenditure of public funds
27 or otherwise imposing a new or increased cost obligation is read for the
28 third time in the House of Representatives, any member of the House may
29 request and the Speaker shall direct that a fiscal impact statement for the
30 bill be prepared and placed on the desk of each member not later than five
31 (5) days from the date of the request.

32 38.(s) Fiscal impact statements shall be made available to House
33 Committees:

34 (1) At least three (3) days before the bill may be called up for
35 final action in the House Committee during a regular legislative session or
36 fiscal session of the General Assembly; and

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

4 Fiscal impact statements shall be made available to the full House of
5 Representatives at least one (1) day before the bill may be called up for
6 third reading and final action in the House of Representatives.

7 38.(t) Failure of the sponsor of a bill to provide the fiscal impact
8 statement required in this rule shall not prohibit the consideration of it in
9 the committee to which referred or on the Floor of the House of
10 Representatives, if no objection to it is made at the time such action is
11 taken.

12 39.(a) The first reading of a bill shall be for information and unless
13 otherwise ordered by the House, it shall be placed on the second reading
14 calendar. (Every bill shall be read at length on three different days in
15 each house, unless the rules be suspended by two-thirds (2/3) of the House,
16 when the same may be read a second or third time on the same day; (Art. 5,
17 Sec. 22)

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

23 39.(c)(1) "Shell bill" means a bill, typically with no substantive
24 provisions, that is introduced for purposes of later being amended to include
25 the actual legislative proposals advanced by the sponsor and within the
26 subject matter of the title of the shell bill.

27 (2) After a bill has been read for the first time, the
28 Speaker may declare a bill to be a shell bill and refer the shell bill to the
29 House Committee on the Journal; Engrossed and Enrolled Bills.

30 (3) Notwithstanding House Rule 40.(d), shell bills may be
31 amended after first reading with a substantive amendment under the process of
32 members amending their own bills with their own amendments. If the Committee
33 on the Journal; Engrossed and Enrolled Bills determines that the shell bill
34 has been substantively amended and engrossed and no longer meets the
35 definition of a shell bill, it shall report its determination to the Speaker.
36 The Speaker shall then direct the Clerk to read the bill a second time and

1 assign the bill to committee.

2 ~~(4) The Speaker may declare a shell bill to be not~~
3 ~~properly introduced when the shell bill has not been substantively amended~~
4 ~~within seven (7) days of the bill filing deadline.~~

5 40. Second reading

6 40.(a) A bill shall be read a second time and the Speaker shall assign
7 the bill to its appropriate committee.

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

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

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

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

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

25 The twenty-four (24) hour period begins when a bill is initially
26 introduced and read across the desk. No regular bill or resolution may be
27 brought up for a third reading and final passage on the Floor of the House
28 until it has been on the calendar of the House for at least two (2) days.

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

33 43. A bill ordered to be engrossed or enrolled shall be typed or
34 photocopied.

35 44. A bill having been rejected may not be brought up again during the
36 same legislative session unless it be an appropriation bill. Appropriation

1 bills may be considered a total of two times during any calendar day.
2 Following a second consideration during the same calendar day, a motion to
3 reconsider or a motion to expunge must be adopted before an appropriation
4 bill may be considered.

5 45.(a) When a bill has been passed and transmitted to the Senate, it
6 may be recalled from the Senate by the same vote that was necessary to pass
7 the bill.

8 45.(b) When a bill has been passed and transmitted to the Governor's
9 Office, it may be recalled from the Governor's Office by the same vote that
10 was necessary to pass the bill.

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

15 47. Amendments to bills and resolutions:

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

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

1 47.(c) Fifty-one (51) votes shall be required to adopt a House
2 amendment to a House or Senate bill. When a House bill has been amended in
3 the House, it shall not be acted upon until it has been engrossed and such
4 engrossed bill has been printed and placed on each member's desk.

5 47.(d) Every amendment proposed must be germane to the subject of the
6 proposition to be amended.

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

15 47.(f) Members' own House bills and Senate bills on which a House
16 member is the lead sponsor may be amended with their own amendments beginning
17 at a specific time set aside by the House. Senate bills may be amended in
18 accordance with the applicable rules provided for amending members' own House
19 bills with their own amendments.

20 47.(g) Members' own amendments to their own House bills and Senate
21 bills with House sponsors must be signed only by the sponsor of the bill
22 whose name is listed first in the list of sponsors.

23 47.(h) Members' own amendments to their own House bills and Senate
24 bills on which there are House sponsors must be presented to the House Bill
25 Clerk only by the sponsor of the House or Senate bill whose name is listed
26 first in the list of sponsors.

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

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

32 47.(k) A House or Senate bill to be amended by a member with his/her
33 own amendment shall only be placed on the "Members' Own Bill/Own Amendment
34 Calendar" by the sponsor whose name is listed first on the bill.

35 47.(l) An objection by any member, written or oral, to the Speaker of
36 the House or his/her designee, shall cause a member's own amendment to

1 his/her own bill to not be considered and to be removed from the "Members'
2 Own Bill/Own Amendment Calendar" and automatically placed on the same day's
3 regular amendment calendar for consideration.

4 47.(m) A member's own House bill or Senate bill amended with a
5 member's own amendment shall be transmitted directly to Engrossing after
6 having been amended.

7 47.(n) No House or Senate bills having been amended shall be
8 considered by any committee or the full House until such bills have been
9 engrossed, proofed and reported "correctly engrossed". The Speaker or
10 presiding officer shall not accept a motion to suspend this rule.

11 47.(o) Members' own House bills or Senate bills to be amended with
12 their own amendments shall be placed on the "Members' Own Bill/Own Amendment
13 Calendar" no later than 4:30 p.m. the day preceding the day they are to be
14 considered.

15 47.(p) When a bill has a committee recommendation and is subsequently
16 amended to change the title, and/or the list of sponsors and/or an emergency
17 clause, such amendment shall not cause the bill to be re-referred to
18 committee.

19 47.(q) Members' own House bills may be withdrawn at a specific time
20 set aside by the House by placing them on the "Withdrawal Calendar" no later
21 than 4:30 p.m., the day preceding the day they are to be withdrawn. House
22 bills for withdrawal may be placed on the "Withdrawal Calendar" only by the
23 member whose name is listed first as author of the bill. The member
24 requesting withdrawal may recommend the bill to be studied by the same
25 committee to which the bill was assigned at the time of request for
26 withdrawal.

27 47.(r) Budget bills sponsored by members but recommended to be amended
28 to delete the sponsor and substitute the Joint Budget Committee as sponsor
29 may be amended during the period set aside to amend "Members Own Bills with
30 their Own Amendments".

31 47.(s) The Rules governing members amending their own bills with their
32 own amendments shall be in effect for House and Senate Budget bills so far as
33 they are applicable.

34 47.(t) Budget bills to be amended deleting the sponsor and
35 substituting the Joint Budget Committee shall be placed on the Joint Budget
36 Calendar by the Joint Budget Calendar Clerk.

1 47.(u) The House Chairman of the Joint Budget Committee shall sign all
2 amendments deleting the sponsor and substituting the Joint Budget Committee
3 as sponsor.
4

5 RESOLUTIONS

6 48. Resolutions shall follow the same procedure as bills.

7 49. A House resolution shall be directed at some matter for the sole
8 action of the House and may be introduced in extraordinary sessions, lack of
9 germaneness notwithstanding. Fifty-one (51) votes shall be required to adopt
10 a House resolution.

11 50. Joint resolutions are for incidental, unusual, or informal
12 objectives of legislation (i.e., as extending the thanks of the State to
13 individuals; invitations to celebrities to visit the State), or to submit
14 proposed amendments to the United States Constitution, ratifying United
15 States Constitutional amendments and proposing amendments to the Arkansas
16 Constitution.

17 51. Concurrent resolutions shall be a means of expressing fact,
18 principles, opinions, purposes, and all other matters requiring concurrence
19 of both houses except the subject matter provided for in the joint
20 resolution. A concurrent resolution is binding on neither house until agreed
21 to by both.

22 52. Resolutions of Inquiry:

23 52.(a) All resolutions of inquiry addressed to the heads of executive
24 departments shall be reported to the House within one (1) week after
25 presentation.

26 52.(b) A House resolution authorizing a committee to request
27 information is treated as a resolution of inquiry.

28 52.(c) A resolution of inquiry from a committee shall have a
29 privileged status to report.
30

31 STANDING, SELECT, AND SPECIAL COMMITTEES

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

33 53. The committees of the House of Representatives shall consist of
34 ten (10) standing committees, seven (7) select committees, and three (3)
35 special committees. The standing committees shall be five (5) Class "A"
36 committees and five (5) Class "B" committees. The seven (7) select

1 committees shall be five (5) joint select committees and two (2) House select
2 committees. The three (3) special committees shall be two (2) joint
3 committees and one (1) House committee. The House standing, joint select,
4 select and special committees are as follows:

5 53.(a) HOUSE STANDING COMMITTEES

6 Class "A" Committees

7 Education

8 Judiciary

9 Public Health, Welfare and Labor

10 Public Transportation

11 Revenue and Taxation

12 Class "B" Committees

13 Aging, Children and Youth, Legislative and Military Affairs

14 Agriculture, Forestry and Economic Development

15 City, County and Local Affairs

16 Insurance and Commerce

17 State Agencies and Governmental Affairs

18 53.(b) JOINT SELECT COMMITTEES

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

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

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

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

33 (5) Joint Committee on Advanced Communications and Information
34 Technology -- (to consist of ten (10) members of the House, ten (10) House
35 alternates, and seven (7) members of the Senate). (A.C.A. 10-3-1701 thru 10-
36 3-1707)

1 53.(c) HOUSE SELECT COMMITTEES

2 House Rules Committee shall consist of no more than fifteen (15)
3 members.

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

6 53.(d) SPECIAL COMMITTEES

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

9 53.(d)(1)(a) The chairperson of the House Budget Committee;

10 53.(d)(1)(b) Two (2) members of the House of Representatives appointed
11 by the Speaker;

12 53.(d)(1)(c) The chairperson of the House Management Committee and two
13 (2) additional members of the House Management Committee to be designated by
14 its chairperson;

15 53.(d)(1)(d) The Speaker of the House of Representatives or his or her
16 designee; and

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

19 53.(2) House Committee on the Journal; Engrossed and Enrolled Bills
20 shall consist of not more than five (5) members. The House Committee on the
21 Journal; Engrossed and Enrolled Bills shall not be considered a standing or
22 select committee. The committee shall consist of the Speaker of the House of
23 Representatives or his or her designee who shall be chairperson, the
24 chairperson of the House Rules Committee who shall be the vice chairperson,
25 the chairperson of the House Management Committee, and two (2) members of the
26 House appointed by the Speaker of the House; and, the House Parliamentarian
27 shall serve as secretary and advisor to the committee. The chairperson of the
28 committee shall receive an allowance in accordance with § 10-2-215.

29 53.(3) Joint Committee on Legislative Printing Requirements and
30 Specifications -- (to consist of the chairperson and vice chairperson of the
31 House Management Committee, the chairperson and vice chairperson of the
32 Senate Efficiency Committee, the Speaker of the House of Representatives or
33 his or her designee and the President Pro Tempore of the Senate). (A.C.A. 10-
34 3-601 thru 10-3-605)

35 54.(a) STANDING COMMITTEES

36 54.(a)(1) The Speaker of the House of Representatives shall select

1 from each of the four (4) House District Caucuses five (5) members for each
2 "A" standing committee and five (5) members for each "B" standing committee.

3 54.(a)(2) Each standing committee shall consist of twenty (20)
4 members. Each member of the House shall serve on two (2) standing
5 committees, one (1) of which shall be a Class "A" committee and one (1) of
6 which shall be a Class "B" committee. From within each standing committee
7 there shall be created three (3) permanent subcommittees consisting of eight
8 (8) members. Each member of the House shall serve on two (2) permanent
9 subcommittees, one (1) from a Class "A" standing committee and one (1) from a
10 Class "B" standing committee. The Speaker and the chairperson of each
11 standing committee shall jointly appoint from the membership of the standing
12 committee six (6) persons for each permanent subcommittee available, provided
13 further the chairperson and vice chairperson of each standing committee shall
14 be ex-officio, voting members of each permanent subcommittee created from
15 within their standing committee. The permanent subcommittees of the standing
16 committees may meet after having first obtained prior approval of the
17 standing committee chairperson.

18 54.(a)(3) There shall be no transfers from one standing committee to
19 another or from one permanent subcommittee to another during the biennium
20 following initial biennial appointment and or confirmation. After selection
21 of standing committee members and permanent subcommittee members, a vacancy
22 occurring on a standing committee or permanent subcommittee during the
23 biennium because of the death, resignation, impeachment, etc., of a member,
24 shall be temporarily filled by the Speaker of the House assigning the newly
25 elected member, for the remainder of the biennium, to the "A" and "B"
26 standing committees, and the permanent subcommittees previously held by their
27 predecessor. The newly elected member does not automatically assume a
28 chairmanship or vice-chairmanship, which vacancies shall be filled in the
29 same manner as the original appointment.

30 54.(a)(4) A non-returning Members member of the House of
31 Representatives who ~~have~~ has been assigned an office or other premises shall
32 vacate the office or other premises by December 15 following the General
33 Election in the even-numbered years-; and, by the same date, a returning
34 member shall be prepared to vacate his or her assigned office or premises at
35 the direction of the Speaker.

36 54.(b) SELECT COMMITTEES

1 54.(b)(1) The Speaker shall appoint all members and all alternates on
2 all House select committees and all Joint Select Committees. The Speaker
3 shall appoint ex-officio members in accordance with the law.

4 54.(b)(2) The House Budget Committee shall consist of six (6) members
5 of the House of Representatives and two (2) alternates selected by the
6 Speaker from each caucus district. At the time the alternates are selected,
7 one (1) shall be designated as first alternate and the other as second
8 alternate. The term of office of the members shall be from January 1 of odd-
9 numbered years through December 31 of the following even-numbered year.
10 Vacancies in either a member or alternate member position shall be filled in
11 the same manner as the initial member or alternate member position was
12 filled.

13 54.(b)(3) No member of the House of Representatives shall serve on
14 more than one (1) select committee. The Legislative Council, the Legislative
15 Joint Auditing Committee, the House Budget Committee, the House Committee on
16 the Journal; Engrossed and Enrolled Bills, and the House Management Committee
17 are excluded therefrom.

18 54.(c)(1) The Speaker of the House shall appoint a chairperson and a
19 vice chairperson of each standing committee and each select committee who
20 shall serve at the pleasure of the Speaker. The Speaker, in consultation
21 with the chairperson of each standing committee, shall appoint from the
22 membership of each permanent subcommittee, a chairperson and vice
23 chairperson, provided however that the vice chairperson of the standing
24 committee may be the chairperson of a permanent subcommittee. No member of
25 the House, with the exception of each House standing committee vice
26 chairperson, shall be chairperson or vice chairperson of more than one (1)
27 standing committee, select committee, or permanent subcommittee.

28 54.(c)(2) The rules or proceedings of the House of Representatives
29 shall be observed in all select committees, standing committees, and
30 subcommittees of the House so far as they may be applicable.

31 54.(c)(3) The House Committee on the Journal; Engrossed and Enrolled
32 Bills shall serve as the supervisory committee over the preparation of the
33 Journal and engrossing and enrolling of bills.

34 54.(c)(4) After the membership of a standing committee or a permanent
35 subcommittee is established, no member shall be removed from any standing
36 committee or any permanent subcommittee during the biennium for which he or

1 she was selected. All select committee appointees selected by the Speaker
2 serve at his or her discretion.

3 55. Committee Operations.

4 55.(a) Each committee of the House shall be provided a secretary who
5 shall maintain a current record of all bills, resolutions, amendments,
6 petitions, memorials, or other matters filed in committee. A record of
7 committee actions (committee reports, committee adopted amendments, etc.)
8 shall be filed with the Chief Clerk of the House as the first priority upon
9 adjournment of the committee. The secretary shall post, on a bulletin board
10 and/or electronically, a current list of all measures pending before the
11 committee.

12 55.(b) All committees shall consider the bills, resolutions,
13 amendments, petitions, and memorials referred to them and in their possession
14 and make one of the following reports in writing to the House:

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

16 55.(b)(2) That a bill, resolution, petition or memorial “do not pass”,
17 in which event the measure shall not be considered unless the vote is
18 expunged;

19 55.(b)(3) That a bill, resolution, petition or memorial “do pass as
20 amended”.

21 55.(c) No bill, resolution, petition or memorial shall be acted upon
22 by the House without a “do pass” or a “do pass as amended” recommendation.
23 No bills shall be placed on the non-controversial calendar or deemed to be
24 non-controversial in any way unless a motion is adopted in the committee to
25 which the bill was referred. With a quorum present, the motion is considered
26 adopted if there are no negative votes.

27 55.(d) The appropriate subject matter standing committees of the House
28 and the Senate may meet as joint committees whenever agreed by said
29 committees, for the purposes of holding public hearings or considering any
30 proposed or pending legislation but upon conclusion of the joint meeting of
31 said committees, each standing committee of the House of Representatives and
32 the Senate shall take such action and report to their respective houses as
33 determined by said committees. Whenever the appropriate subject committees
34 of the House and Senate hold hearings or meetings, the chairperson of the
35 House committee and the chairperson of the Senate committee shall by
36 agreement determine which of them shall preside at the joint meeting.

1 56. The Speaker of the House shall keep a permanent register of the
2 seniority of the members of the House of Representatives. When it is
3 necessary for the seniority of incoming members to be determined by lot, the
4 Speaker of the House and the Speaker-designate of the House shall conduct a
5 drawing by lots upon receiving certification from the Secretary of State of
6 the election of membership to each General Assembly. Such seniority drawings
7 shall be effective for the purposes of determining legislative license tag
8 numbers, Chamber seating, and State Capitol parking.

9 57. Seniority shall be based on the total consecutive uninterrupted
10 terms served in the House of Representatives. In the event a member has been
11 elected that has had previous non-continuous service, he/she shall rank ahead
12 of members elected in the year his/her uninterrupted services began. In the
13 event that two (2) or more members have equal full terms of non-continuous
14 service, their seniority shall be asserted by drawing lots to determine their
15 numerical standing in rank ahead of members elected in the year his/her
16 uninterrupted services begin.

17 58. Seniority ranking for new members elected for the first time to
18 serve in the General Assembly shall be determined by lot.

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

22 60. Meetings and Hearings:

23 60.(a) All committee and subcommittee meetings including but not
24 limited to hearings at which public testimony is to be taken, (normally
25 called "public hearings") shall be open to the public (Art. 5, Sec. 13) and
26 shall be scheduled at least eighteen (18) hours in advance; agendas of bills,
27 resolutions, and other proposals to be considered at such meetings shall be
28 posted in a designated place at least eighteen (18) hours in advance; but in
29 case of an emergency, a two-thirds (2/3) majority of the membership of the
30 committee may bring bills up for consideration upon notice of not less than
31 two (2) hours.

32 60.(b) Special meetings of a standing committee may be called by the
33 chairperson of the committee or by a majority of the members of the committee
34 for conducting any business of the committee; provided, a special meeting of
35 the committee may not conflict with regularly scheduled meetings of any
36 standing committee; provided further, special meetings shall be subject to

1 the same procedures regarding the publishing of agendas and notices of
2 meetings that apply to regular standing committee meetings.

3 60.(c) The Speaker of the House shall establish a regular schedule of
4 committee meetings in order that each Class "A" committee shall meet at a
5 scheduled time on the mornings of Tuesday and Thursday of each legislative
6 week, and all Class "B" committees shall meet at a scheduled time on the
7 mornings of Wednesday and Friday of each legislative week.

8 60.(d) The Speaker of the House shall establish a schedule of House
9 standing and select committee meetings so as to minimize conflicts.

10 61.(a) All persons wishing to offer testimony to a committee hearing
11 shall be given a reasonable opportunity to do so as determined by a majority
12 of the committee. An oral or written statement shall not be a prerequisite
13 to offer testimony before a committee.

14 61.(b)(1) The committee shall have the opportunity to ask questions of
15 persons offering testimony.

16 61.(b)(2) Testimony in a committee meeting or on the House floor from
17 cell phones, personal data assistants or other electronic devices shall not
18 be allowed. Electronic devices may be used in House committees to assist in
19 the delivery of testimony but in the process of testimony may not be employed
20 for personal communication to outside parties.

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

24 63. No committee shall sit while the House is in session except the
25 Committee on Rules or a Conference Committee, which shall notify the House.

26 64. The following subject areas shall be within the jurisdiction of
27 each of the respective House standing committees:

28 64.(1) Committee on Education – matters pertaining to public
29 kindergarten, elementary, secondary, and adult education, vocational
30 education, vocational-technical schools, vocational rehabilitation, higher
31 education, private educational institutions, similar legislation, and
32 resolutions germane to the subject matter of the committee;

33 64.(2) Committee on Judiciary – matters pertaining to state and local
34 courts, court clerks and stenographers and other employees of the courts,
35 civil and criminal procedures, probate matters, civil and criminal laws,
36 similar matters, and resolutions germane to the subject matter of the

1 committee;

2 64.(3) Committee on Public Health, Welfare and Labor – matters
3 pertaining to public health, mental health, mental retardation, public
4 welfare, human relations and resources, environmental affairs, water and air
5 pollution, labor and labor relations, contractors and contracting, similar
6 legislation, and resolutions germane to the subject matter of the committee;

7 64.(4) Committee on Public Transportation – matters pertaining to
8 roads and highways, city streets, county roads, road vehicles, highway
9 safety, airports and air transportation, common and contract carriers, mass
10 transit, similar legislation, and resolutions germane to the subject matter
11 of the committee;

12 64.(5) Committee on Revenue and Taxation – matters pertaining to the
13 levy, increase, reduction, collection, enforcement and administration of
14 taxes and other revenue-producing measures, and resolutions germane to the
15 subject matter of the committee;

16 64.(6) Committee on Aging, Children and Youth, Legislative and
17 Military Affairs – matters pertaining to the aged, child custody, adoptions,
18 problems of aging; children and youth, military, veterans, legislative
19 affairs, memorials, other matters whenever the subject matter is not germane
20 to the subject matter of any other standing committee and resolutions germane
21 to the subject matter of the committee;

22 64.(7) Committee on Agriculture, Forestry and Economic Development –
23 matters pertaining to agriculture, livestock, forestry, industrial
24 development, natural resources, oil and gas, publicity and parks, levee and
25 drainage, rivers and harbors, similar legislation and resolutions germane to
26 the subject matter of the committee;

27 64.(8) Committee on City, County and Local Affairs – matters
28 pertaining to city and municipal affairs, county affairs, local improvement
29 districts, water districts, interlocal government cooperation, similar
30 legislation and resolutions germane to the subject matter of the committee;

31 64.(9) Committee on Insurance and Commerce – matters pertaining to
32 banks and banking, savings and loan associations, stock, bonds, and other
33 securities, securities dealers, insurance, public utilities, partnerships and
34 corporations, home mortgage financing and housing, similar legislation and
35 resolutions germane to the subject matter of the committee;

36 64.(10) Committee on State Agencies and Governmental Affairs – matters

1 pertaining to state government and state agencies, except where the subject
2 matter relates more appropriately to another committee, proposed amendments
3 to the Constitution of the State of Arkansas or the Federal government,
4 election laws and procedures, Federal and interstate relations, similar
5 legislation, and resolutions germane to the subject matter of the committee;

6 64.(10)(a) The following permanent subcommittees are hereby created
7 from within each standing committee:

8 64.(10)(a)(1) For the House standing committee on Aging, Children and
9 Youth, Legislative and Military Affairs, the following permanent
10 subcommittees are created:

- 11 (1) Aging
- 12 (2) Children and Youth
- 13 (3) Legislative, Military and Veterans Affairs

14 64.(10)(a)(2) For the House standing committee on Agriculture,
15 Forestry and Economic Development, the following permanent subcommittees are
16 created:

- 17 (1) Agriculture, Forestry and Natural Resources
- 18 (2) Small Business and Economic Development
- 19 (3) Parks and Tourism

20 64.(10)(a)(3) For House standing committee on City, County and Local
21 Affairs, the following permanent subcommittees are created:

- 22 (1) Planning
- 23 (2) Finance
- 24 (3) Local Government Personnel

25 64.(10)(a)(4) For the House standing committee on Education, the
26 following permanent subcommittees are created:

- 27 (1) Early Childhood
- 28 (2) Kindergarten Through Twelve, Vocational/Technical
29 Institutions

- 30 (3) Higher Education

31 64.(10)(a)(5) For the House standing committee on Insurance and
32 Commerce, the following permanent subcommittees are created:

- 33 (1) Financial Institutions
- 34 (2) Insurance
- 35 (3) Utilities

36 64.(10)(a)(6) For the House standing committee on Judiciary, the

1 following permanent subcommittees are created:

- 2 (1) Courts/Civil Law
- 3 (2) Corrections/Criminal Law
- 4 (3) Juvenile Justice/Child Support

5 64.(10)(a)(7) For the House standing committee on Public Health,
6 Welfare and Labor, the following permanent subcommittees are created:

- 7 (1) Human Services
- 8 (2) Health Services
- 9 (3) Labor and Environment

10 64.(10)(a)(8) For the House standing committee on Public
11 Transportation, the following permanent subcommittees are created:

- 12 (1) Motor Vehicle and Highways
- 13 (2) Public Transportation and Rail
- 14 (3) Waterways and Aeronautics

15 64.(10)(a)(9) For the House standing committee on Revenue and
16 Taxation, the following permanent subcommittees are created:

- 17 (1) Sales, Use, Miscellaneous Taxes and Exemptions
- 18 (2) Income Taxes—Personal and Corporate
- 19 (3) Complaints and Remediation

20 64.(10)(a)(10) For the House standing committee on State Agencies and
21 Governmental Affairs, the following permanent subcommittees are created:

- 22 (1) State Agencies and Reorganization
- 23 (2) Constitutional Issues
- 24 (3) Elections

25 65.(a) Committee on Rules:

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

28 65.(a)(2) It shall always be in order to call up, for consideration, a
29 report from the Committee on Rules.

30 65.(a)(3) The Committee on Rules shall present to the House reports
31 concerning rules, joint rules, and order of business on the third day after
32 convening of the House. The permanent rules shall be adopted by a majority
33 of the members and thereafter they may be changed only by a vote of sixty-
34 seven (67) members.

35 65.(a)(4) The Speaker shall refer any matter he or she deems
36 appropriate to the Committee on Rules, including without limitation any

1 matters dealing with alcohol, cigarettes, movies, pornography, tobacco,
2 tobacco products, coin operated amusement devices, vending machines,
3 lobbying, code of ethics, bingo, lotteries, raffles, racing, race tracks,
4 pari-mutuel betting and similar legislation.

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

8 65.(b) House Budget Committee. All appropriation bills coming before
9 the House shall be assigned to and considered by the House Budget Committee.

10 66. No committee shall transact business without a quorum (a majority
11 of the committee membership present). The request for a quorum call is
12 always in order. All final action on bills, and on proposed amendments to
13 bills, shall be decided by a majority vote of the total membership of the
14 committee. Provided, however, that the Speaker of the House shall not be
15 included for the purpose of determining what is a majority of a standing
16 committee, unless present at the time of the vote. A member of the committee
17 must be present at the time of the vote for his/her vote to be counted on any
18 matter considered by the committee (no pairs, no proxies).

19 66.(a) A bill, resolution or amendment in a House committee, having
20 been rejected twice, shall not be placed on the committee calendar again or
21 considered again during the same legislative session unless the vote is
22 expunged (two-thirds of the membership of the committee). The motion to
23 expunge shall be placed on the committee agenda, by a committee member, and
24 placed at the bottom of the active list. A bill or resolution may be amended
25 before a second consideration; but, unless expunged, even an amended bill
26 having failed twice shall not be placed on the calendar or considered.

27 67. Upon written request by the author of a bill directed to the
28 chairperson of the committee, a bill shall be considered by the full
29 committee within ten (10) days of the time of such request, but the
30 committees may delay final action on a bill by a majority vote of the
31 committee.

32 68. No bill shall be introduced with a committee as the author of said
33 bill unless that committee has voted unanimously to sponsor the bill.

34 69. Committee Records and Reports:

35 69.(a) The chairperson of each committee of the House shall keep or
36 cause to be kept a separate record for each committee meeting in which there

1 shall be entered:

2 69.(a) 1. The time and place of each hearing and each meeting of the
3 committee.

4 69.(a) 2. The number and title of the bill with one of the following
5 three recommendations: "do pass", "do pass as amended", or "do not pass". If
6 a committee recommends a bill "do pass as amended" and any of the amendments
7 recommended by the committee are not adopted on the Floor, the bill shall be
8 re-referred to the same committee for further consideration and
9 recommendation.

10 69.(a) 3. A summary of each bill's major provision which may be
11 several paragraphs in length in case of major bills or simply the title of
12 the bill in the case of minor bills.

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

15 69.(a) 5. A record of how every member voted on each bill when action
16 is taken by the committee, including votes on a motion to postpone
17 consideration on the bill and a recorded vote on any other motion, if
18 requested by any two (2) committee members.

19 69.(a) 6. A list of all people testifying before a committee on each
20 bill, the interest that they represent, and an indication of their position
21 on the bill.

22 69.(b) Such records for each separate committee meeting shall be
23 approved by the chairperson before the expiration of a seven (7) day period,
24 with the exception of those records referred to in (a) 1. and 2., hereinabove
25 which shall be filed immediately with the Clerk of the House.

26 69.(c) Other reports may be filed with the Clerk of the House.

27 70. Consent Calendar – Supplemental Calendar. In addition to the
28 regular calendar of the House of Representatives, there shall be a consent
29 calendar on which shall be placed bills that have been recommended "do pass"
30 by committee, which are deemed by the committee or by the Speaker to be non-
31 controversial, and may be used for other non-controversial matters such as
32 resolutions and amendments to bills proposed by the author of the bill, if
33 the Speaker deems such matter to be non-controversial. The Speaker of the
34 House shall maintain the consent calendar. On Thursday of each week, and
35 such other times as the Speaker may deem advisable, the House shall consider
36 bills and other matters on the consent calendar. Provided, that a list of

1 bills and other matters on the consent calendar which are to be considered on
2 a particular day shall be circulated among the members of the House of
3 Representatives the day prior to the date on which the consent calendar is to
4 be considered. If as many as five (5) members object to a bill or other
5 matter on the consent calendar being considered as non-controversial, the
6 Speaker of the House shall remove the same from the consent calendar and
7 shall place it on the regular calendar of the House business. When deemed
8 advisable, in addition to the regular calendar and the consent calendar, the
9 Speaker may provide for a supplemental calendar on which shall be placed
10 bills and resolutions and other matters as requested by the members for
11 consideration. The list of bills, resolutions and other matters on the
12 supplemental calendar for consideration on a particular day shall be
13 circulated among the members of the House. If as many as five (5) members
14 object to a bill, resolution or any other matter on the supplemental calendar
15 the same shall be removed and placed on the regular House calendar for
16 consideration consistent with the wishes of the House. No bill or resolution
17 may be placed for consideration on any more than one (1) House calendar.

18 71. A vote of two-thirds (2/3) of the elected membership of the House
19 of Representatives shall be necessary to remove a bill from a committee. A
20 bill may be reported by a committee at any time as provided by the House
21 Rules except for bills introduced after the fiftieth (50th) day of the
22 Regular Session, or during a special session, which shall, upon written
23 request by the author, be acted on at the next regular meeting of the
24 committee, but committees may delay final action on a bill by a majority vote
25 of the committee.

26 72.(a) Except as provided in subsection (b), no action may be taken in
27 the House Committee on Public Health, Welfare and Labor or on the Floor of
28 the House of Representatives on any bill that provides for licensure of any
29 profession, occupation or class of health care providers not currently
30 licensed or expands the scope of practice of any profession, occupation, or
31 class of health care providers unless the House Committee on Public Health,
32 Welfare and Labor has initiated a study of the feasibility of such
33 legislation at least thirty (30) days prior to convening the next legislative
34 session.

35 72.(b) A bill providing for the licensure of any profession,
36 occupation, or class of health care providers not currently licensed or

1 expanding the scope of any practice of any profession, occupation, or class
2 of health care providers may be acted upon without the initiation of a
3 feasibility study required in subsection (a) upon a two-thirds (2/3) vote of
4 the House Public Health, Welfare and Labor Committee membership.

5
6 COMMITTEE OF THE WHOLE

7 73. All measures involving a tax or an appropriation of money, or
8 property, may be first considered in a Committee of the Whole, amendments can
9 be offered in the Committee of the Whole.

10 74. The Speaker of the House, in setting the calendar of budgets or
11 appropriation bills to be considered in the House shall, from time to time,
12 confer with the chairperson of the House Budget Committee on the
13 appropriation bills pending and may designate specific days or times to be
14 set aside in the House to be devoted solely to consideration of appropriation
15 bills and other budget matters. At least by the end of business on the
16 previous day before any appropriation bill is to be considered by the House,
17 the chairperson of the House Budget Committee shall cause to be prepared and
18 placed on each member's desk a listing of appropriation bills to be
19 considered in the Committee of the Whole or the House, broken down as
20 follows:

21 74.(a) Appropriation bills sponsored by the Joint Budget Committee or
22 the House Budget Committee, prepared in accordance with Legislative Council
23 recommendations;

24 74.(b) All other appropriation bills sponsored by the Joint Budget
25 Committee or the House Budget Committee which were not considered by the
26 Legislative Council;

27 74.(c) Bills introduced by members of the House (or Senate) that shall
28 have been recommended by the Joint Budget Committee or the House Budget
29 Committee "do pass" or "do pass as amended"; and

30 74.(d) Appropriation bills amended in the Senate without Joint Budget
31 Committee or House Budget Committee action. The aforementioned list of
32 appropriation bills shall include the number of the bill, the author of the
33 bill, and the name and agency and/or program for which the appropriation is
34 to be made. In the event the Joint Budget Committee or the House Budget
35 Committee recommendations in regard to the appropriation shall differ, in any
36 respect, from the recommendations made by the Legislative Council in regard

1 thereto, said list shall identify each such change in the appropriation bill
2 which differs from the recommendation of the Legislative Council.

3 75. In forming a Committee of the Whole House, the Speaker may leave
4 his/her chair after appointing a chairperson to preside, who shall have the
5 same power as the Speaker to preserve order. A majority of a quorum is
6 required to resolve the House into a Committee of the Whole.

7 76. When the House resolves itself into the Committee of the Whole,
8 non-members who are to participate in the matters to be discussed may be
9 invited into the House Chambers by the proponents or opponents of the
10 proposals to be discussed but all such non-members shall leave at the time
11 the committee arises.

12 77. A Committee of the Whole cannot report a measure without a quorum
13 of its members present.

14 78. The rules and proceedings of the House shall be observed in
15 Committee of the Whole House so far as they may be applicable. Decisions
16 will be made by voice or standing votes.

17 79. No motion which has as its effect the limiting of debate in the
18 Committee of the Whole shall be entertained by the chairperson. The motion
19 for the disposition of any matter referred to the committee shall be,
20 "Mr./Ms. Chairman, I move the committee do now rise and report". If the
21 committee had no specific report, the motion should be to rise and report
22 progress.

23
24 LEGISLATIVE COUNCIL; LEGISLATIVE JOINT AUDITING COMMITTEE

25 80. Legislative Council.

26 80.(a) The Speaker shall select from each of the four (4) House
27 District Caucuses five (5) members to serve on the Legislative Council. The
28 Speaker shall select one (1) of their number as Legislative Council co-chair
29 and one (1) of their number as Legislative Council co-vice-chair. No more
30 than two (2) members selected from each caucus shall reside within the same
31 county. The term of office of the members shall be from January 1 of odd-
32 numbered years to December 31 of the following even-numbered year.

33 80.(b) In order that there may be no House vacancies on the
34 Legislative Council at any time, at the time of selection of the House
35 members to the Council there shall be selected from each Caucus District a
36 first alternate and a second alternate for each member selected from that

1 district. In the event that any House member or House alternate of the
2 Legislative Council resigns from the Council, is disqualified from serving on
3 the Council, dies, or for any other reason there becomes a permanent vacancy
4 in a House position on the Council, the Speaker shall select from the same
5 caucus district a replacement member or alternate to serve the remainder of
6 the term. When a vacancy occurs in a House member position on the Council or
7 a House alternate position on the Council, that person's alternate shall
8 serve until the Speaker selects a replacement. The Speaker shall notify the
9 Council chairperson of all changes in membership on the Council.

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

11 81. Legislative Joint Auditing Committee.

12 81.(a) The Speaker shall select from each of the four (4) House
13 District Caucuses five (5) members to serve on the Legislative Joint Auditing
14 Committee. The Speaker shall select one (1) of their number as Legislative
15 Joint Auditing Committee co-chair and one (1) of their number as Legislative
16 Joint Auditing Committee co-vice-chair. No more than two (2) members shall
17 reside within the same county. The term of office of the members shall be
18 from January 1 of odd-numbered years to December 31 of the following even-
19 numbered year.

20 81.(b) In order that there may be no House vacancies on the
21 Legislative Joint Auditing Committee at any time, at the time of selection of
22 the House members to the Committee there shall be selected from each Caucus
23 District a first alternate and a second alternate for each member selected
24 from that District. In the event that any House member or House alternate of
25 the Legislative Joint Auditing Committee resigns from the Committee, is
26 disqualified from serving on the Committee, dies, or for any other reason
27 there becomes a permanent vacancy in a House position on the Committee, the
28 Speaker shall select from the same caucus district a replacement member or
29 alternate to serve the remainder of the term. When a vacancy occurs in a
30 House member position on the Committee or a House alternate position on the
31 Committee, that person's alternate shall serve until the Speaker selects a
32 replacement. The Speaker shall notify the Committee chairperson of all
33 changes in membership on the Committee.

34 81.(c) Ex-officio members in accordance with A.C.A. 10-3-403 thru 10-
35 3-404.

36

CAUCUS DISTRICTS

1
2 82. Each of the four caucuses shall select from among the members of
3 the caucus a chairperson.

4 The First Caucus District shall be composed of the following House of
5 Representatives Districts: 11; 12; 13; 14; 43; 47; 48; 49; 50; 51; 52; 53;
6 54; 55; 56; 57; 58; 59; 60; 61; 62; 63; 64; 83; and 100.

7 The Second Caucus District shall be composed of the following House of
8 Representatives Districts: 23; 27; 28; 29; 30; 31; 32; 33; 34; 35; 36; 37;
9 38; 39; 40; 41; 42; 44; 45; 46; 65; 66; 67; 70; and 72.

10 The Third Caucus District shall be composed of the following House of
11 Representatives Districts: 68; 71; 75; 76; 77; 78; 79; 80; 81; 84; 85; 86;
12 87; 88; 89; 90; 91; 92; 93; 94; 95; 96; 97; 98; and 99.

13 The Fourth Caucus District shall be composed of the following House of
14 Representatives Districts: 1; 2; 3; 4; 5; 6; 7; 8; 9; 10; 15; 16; 17; 18;
15 19; 20; 21; 22; 24; 25; 26; 69; 73; 74; and 82.

DEBATE

16
17
18 83. When a representative desires to speak or to have the attention of
19 the House, he/she shall rise from his/her seat and respectfully address
20 himself/herself to "Mr./Madam Speaker", (or in the Committee of the Whole,
21 "Mr./Madam Chairperson") and upon recognition, he/she may address the House
22 from his/her seat or the "well" of the House. Representatives must be at
23 their seats before obtaining recognition. Any representative who receives
24 recognition from the Chair must confine himself/herself to the question
25 before the House, or a privileged motion. No representative shall proceed
26 until recognized by the Speaker. When two (2) or more representatives arise
27 at once, the Speaker shall name the member who shall be first to speak.

28 84. When a representative desires to interrupt a representative having
29 the Floor, he/she shall first obtain recognition of the Speaker and
30 permission of the representative occupying the Floor; and when so recognized
31 and such permission is obtained, he/she may ask questions of the
32 representative occupying the Floor; but shall not propound a series of
33 interrogatives or otherwise badger the representative having the Floor.

34 85. No representative shall occupy more than thirty (30) minutes in
35 debate on any question in the House. The representative reporting a measure
36 under consideration from a committee or the author may open and close debate.

1 If debate shall extend beyond one (1) day, the author or sponsor shall be
2 entitled to thirty (30) minutes to close. The right to close may not be
3 automatically exercised after limited debate, the previous question or
4 immediate consideration is voted.

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

9 87. A representative having the Floor may not yield it to another for
10 any purpose including making a motion; but, if he/she desires to allow a
11 motion to be made, he/she must yield the Floor.

12 13 DECORUM

14 88. No person other than a member of the Arkansas General Assembly,
15 designated legislative staff, or on special and certain occasions those
16 persons specifically invited by the Speaker of the House, shall be permitted
17 on the Floor of the House Chamber while the House is in session or in brief
18 recess. The Speaker shall develop policies governing limited public access
19 to the Floor during the interim. Arrangements for photographers shall be
20 established, the direction and control of which shall be regulated by the
21 Speaker of the House. No one in the House Chamber other than a member of the
22 Legislature may advocate or oppose passage of a measure while the House is in
23 session. No legislative aides, lobbyists or unauthorized persons shall be
24 permitted access to the House Floor, work areas, or House support areas.
25 This Rule shall be enforced by the Speaker of the House and/or the House
26 Management Committee. The House Management Committee and the Rules Committee
27 shall recommend punishment to the House for violation of this Rule.

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

29 89. The House Chamber during regular, fiscal and special sessions and
30 during the interim shall be used only for the legislative business of the
31 House and for the caucus meetings of its members, except upon occasions where
32 the House, by resolution, agrees to take part in any ceremonies to be
33 observed therein; and the Speaker shall not entertain a motion for suspension
34 of this rule.

35 90. No representative shall use intemperate language with reference to
36 the House or its members.

1 by both representatives,

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

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

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

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

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

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

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

24 101.(a) Representatives voting aye shall stand at their seats until
25 counted.

26 101.(b) Then, representatives voting no shall stand at their seats
27 until counted.

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

30 101.(d) The Speaker or his/her designee shall be responsible for
31 counting the vote and the Speaker shall announce the result of the vote.

32 102. The Electronic Voting System shall have the same force and effect
33 as a Roll Call. (Not less than a majority of the members of each House of
34 the General Assembly may enact a law.) (Art. 5, Sec. 37 as added by Amend.
35 19, Sec. 1)

36 103. The Speaker, with three (3) representatives, is sufficient to

1 adjourn, or recess to a time certain, or sine die. (Neither house shall,
2 without the consent of the other, adjourn for more than three (3) days, nor
3 to any other place than that in which the two (2) houses shall be sitting.)
4 (Art. 5, Sec. 28)

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

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

13 105. Extraordinary sessions of the General Assembly. (Art. 6, Sec. 19)

14 106. Homestead exemption increase (3/4 vote) (Art. 16, Sec. 16 as
15 added by Amend. 59)

16 107. Workmen's Compensation Laws (Art. 5, Sec. 32 as amended by Amend.
17 26)

18 108. It shall be a violation of the Rules of the House for any member
19 of the House to accept a campaign contribution during the period beginning
20 thirty (30) days before and ending thirty (30) days after any regular session
21 of the General Assembly. If there is an extended recess of the General
22 Assembly, the period shall end thirty (30) days after the beginning of the
23 recess. It shall also be a violation of the Rules of the House for any member
24 of the House to accept a campaign contribution during any extended session of
25 the General Assembly or during any special session of the General Assembly.

26 109. All Roll Call votes on bills, emergency clauses on bills,
27 resolutions, and amendments in the House of Representatives shall be entered
28 by the House into the General Assembly's Internet web site.

29 110.(a)(1) Except as provided in subdivisions 110.(a)(2) and (c) of
30 this section, the House of Representatives, when in session, shall recess on
31 January 20 of any year in which the inauguration of an individual to the
32 office of President of the United States is scheduled to occur.

33 (2) If the inauguration of an individual to the office of
34 President of the United States is scheduled to occur on January 21 of any
35 year, the House of Representatives shall recess on that date rather than
36 January 20.

1 (b) The House of Representatives shall recess without regard to the
2 party affiliation of the individual scheduled for inauguration as President
3 of the United States.

4 (c) This section shall not apply if a recess under this section would
5 occur on a date the House of Representatives shall recess in observance of
6 the birthday of Dr. Martin Luther King, Jr. under § 10-2-128.

7 111. Eligibility, Qualifications, and Removal of Members of the House
8 of Representatives. (Arkansas Constitution, Art. 5, § 12; ~~Arkansas Code § 7-~~
9 ~~5-805~~; and other applicable constitutional and statutory provisions)

10 112. Impeachments.

11 112.(a) The House of Representatives has the sole power of impeachment
12 under Arkansas Constitution, Article 15, § 2, and shall initiate impeachment
13 proceedings by filing articles of impeachment in the form of a House
14 Resolution, co-sponsored by at least thirty-four (34) members. Upon filing
15 of the impeachment resolution, the Speaker of the House shall refer the
16 impeachment resolution to committee for the following purposes:

17 (1) To investigate the allegations asserted in the articles of
18 impeachment; and

19 (2) To make a recommendation to the House of Representatives as
20 to whether cause exists to impeach the official that is the subject of the
21 articles of impeachment.

22 112.(b) All meetings of the committee to which the articles of
23 impeachment are referred shall be open to the public. Advance notice shall
24 be given to the public for all meetings consistent with notice requirements
25 of other House committee meetings and shall include publication of the agenda
26 for the meeting.

27 112.(c) The committee shall adopt rules to govern the proceedings
28 concerning the issue of impeachment in order to ensure due process,
29 fundamental fairness, and a thorough investigation, provided that the rules
30 of the committee are not inconsistent with this rule.

31 112.(d) The committee shall gather information and may hear testimony
32 related to the question of whether cause exists to impeach the official that
33 is the subject of the articles of impeachment.

34 112.(e)(1) Upon conclusion of its investigation, the committee shall
35 return its recommendation to the House of Representatives regarding the
36 resolution containing the articles of impeachment.

1
2 3) The presider shall maintain order of the committee meeting.

3
4 4) The presider shall decide all questions of order subject to appeal to the
5 Speaker of the House who may refer the question to the Rules Committee whose
6 decision may be appealed to the full House.

7
8 5) The presider shall supervise and direct the staff of the committee.

9
10 6) The presider shall prepare, or supervise the preparation of, and sign all
11 reports of the committee and submit them to the full House.

12
13 House Rule 55.(b) and 55.(c)

14 55.(b) All committees shall consider the bills, resolutions,
15 amendments, petitions, and memorials referred to them and in their possession
16 and make one of the following reports in writing to the House:

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

18 55.(b)(2) That a bill, resolution, petition or memorial “do not pass”,
19 in which event the measure shall not be considered unless the vote is
20 expunged;

21 55.(b)(3) That a bill, resolution, petition or memorial “do pass as
22 amended”.

23 55.(c) No bill, resolution, petition or memorial shall be acted upon
24 by the House without a “do pass” or a “do pass as amended” recommendation.
25 No bills shall be placed on the non-controversial calendar or deemed to be
26 non-controversial in any way unless a motion is adopted in the committee to
27 which the bill was referred. With a quorum present, the motion is considered
28 adopted if there are no negative votes.

29
30 7) A quorum (one more than half the total membership of the committee) must
31 be present to transact official House committee business.

32
33 (House Rule 66) No committee shall transact business without a quorum (a
34 majority of the committee membership present). All final action on bills or
35 resolutions, and on proposed amendments to bills or resolutions, shall be
36 decided by a majority vote of the total membership of the committee.

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

6
7 8) (House Rule 54. (c)(2)) The rules or proceedings of the House of
8 Representatives shall be observed in all select committees, standing
9 committees, and subcommittees of the House so far as they may be applicable.

10
11 The precedence of motions so far as they are applicable shall be as listed in
12 House Rule 19(a) – (q):

13
14 (House Rule 19) When a question is under debate, motions shall have
15 precedence in the following order (the request for a quorum call is always in
16 order; the chairperson is not compelled to accept any motion):

17 19(a) To fix the time to which the House will adjourn (non-debatable)
18 (majority of a quorum);

19 19(a)(1) (A majority of a quorum is a majority of those voting when at least
20 a majority of the members are present and voting);

21 19(b) To adjourn (non-debatable) (majority of a quorum);

22 19(c) To take a recess (non-debatable) (majority of a quorum);

23 19(d) Postpone temporarily; lay on the table (non-debatable) (majority of a
24 quorum) To take from the table (non-debatable) (majority of a quorum) (when
25 the motion to take from the table is adopted, the proposition takes the same
26 position it held when the motion to lay on the table was adopted);

27 19(e) Immediate consideration (non-debatable) (2/3 of a quorum);

28 19(f) Previous question (non-debatable) (5 seconds) (majority of a quorum);

29 19(g) Limit or extend debate (non-debatable) (2/3 of a quorum);

30 19(h) To expunge (debatable) (2/3 of membership) (67);

31 19(i) Postpone to a day certain (debatable) (majority of a quorum);

32 19(j) Committee of the Whole, go into (non-debatable) (majority of a
33 quorum);

34 19(k) Refer (debatable) (majority of a quorum);

35 19(l) Amend (debatable) (majority of a quorum);

36 19.(m) Postpone indefinitely (debatable) (majority of membership);

- 1 19.(n) Take out of proper order (non-debatable) (2/3 of a quorum);
2 19.(o) Special order of business (debatable) (2/3 of a quorum); and
3 19.(p) To suspend the rules (non-debatable) (2/3 of a quorum).

4
5 9) (House Rule 60(a)) All committee and subcommittee meetings including but
6 not limited to hearings at which public testimony is to be taken, (normally
7 called "public hearings") shall be open to the public (Art. V, Sec. 13) and
8 shall be scheduled at least eighteen (18) hours in advance; agendas of bills,
9 resolutions, and other proposals to be considered at such meetings shall be
10 posted in a designated place at least eighteen (18) hours in advance; but in
11 case of an emergency, a two-thirds (2/3) majority of the membership of the
12 committee may bring bills or resolutions up for consideration upon notice of
13 not less than two (2) hours.

14
15 10) (House Rule 60(b)) Special meetings of a standing committee may be
16 called by the chairperson of the committee or by a majority of the members of
17 the committee for conducting any business of the committee; provided, a
18 special meeting of the committee may not conflict with regularly scheduled
19 meetings of any standing committee; provided further, special meetings shall
20 be subject to the same procedures regarding the publishing of agendas and
21 notices of meetings that apply to regular standing committee meetings.

22
23 11) (House Rule 61(a)) All persons wishing to offer testimony to a committee
24 hearing shall be given a reasonable opportunity to do so as determined by a
25 majority of the committee. An oral or written statement shall not be a
26 prerequisite to offer testimony before a committee.

27
28 12) (House Rule 63) No committee shall sit while the House is in session
29 except the Committee on Rules or a Conference Committee, which shall notify
30 the House.

31
32 13) (House Rule 66(a)) A bill, resolution or amendment in a House committee,
33 having been rejected twice, shall not be placed on the committee calendar
34 again or considered again during the same legislative session unless the vote
35 is expunged (two-thirds of the membership of the committee). The motion to
36 expunge shall be placed on the committee agenda, by a committee member, and

1 placed at the bottom of the active list. A bill or resolution may be amended
2 before a second consideration; but, unless expunged, even an amended bill
3 having failed twice shall not be placed on the calendar or considered. Notice
4 of reconsideration not permitted in committee.

5
6 14) (House Rule 47(a)) When a bill or resolution is under consideration,
7 amendments shall be in order. Upon adoption, amendments shall become a part
8 of the bill or resolution. Amendments to amendments may not be offered. All
9 amendments offered before the House or one of its committees must be
10 typewritten on an approved amendment form and signed by the sponsor. All
11 amendments shall be attached to the original bill or resolution, numbered by
12 the Bill Clerk, and shall be placed upon the members' desks before being
13 acted upon by the House.

14
15 (House Rule 38(e)) All amendments shall be entered on a separate sheet of
16 paper noting the line or lines to be changed and the words to be deleted or
17 inserted.

18
19 15) (House Rule 68) No bill or resolution shall be introduced with a
20 committee as the author of said bill or resolution unless that committee has
21 voted unanimously to sponsor the bill or resolution.

22
23 16) (House Rule 69) Committee Records and Reports

24 69(a) The chairperson of each committee of the House shall keep or cause to
25 be kept a separate record for each committee meeting in which there shall be
26 entered:

27 69(a) 1. The time and place of each hearing and each meeting of the
28 committee.

29 69(a) 2. The number and title of the bill or resolution with one of the
30 following three recommendations: "do pass", "do pass as amended", or "do not
31 pass". If a committee recommends a bill or resolution "do pass as amended"
32 and any of the amendments recommended by the committee are not adopted on the
33 floor, the bill or resolution shall be re-referred to the same committee for
34 further consideration and recommendation.

35 69(a) 3. A summary of each bill or resolution's major provisions which may
36 be several paragraphs in length in case of major bills or resolutions or

1 simply the title of the bill or resolution in the case of minor bills or
2 resolutions.

3 69(a) 4. The reason for the committee's action on the bill or resolution,
4 including a brief minority report, if requested by any two (2) committee
5 members.

6 69(a) 5. A record of how every member voted on each bill or resolution when
7 action is taken by the committee, including votes on a motion to postpone
8 consideration on the bill or resolution and a recorded vote on any other
9 motion, if requested by any two (2) committee members.

10 69(a) 6. A list of all people testifying before a committee on each bill or
11 resolution, the interest that they represent, and an indication of their
12 position on the bill or resolution.

13

14 17) (House Rule 69(b)) Such records for each separate committee meeting
15 shall be approved by the chairperson before the expiration of a seven (7) day
16 period, with the exception of those records referred to in (a) 1. and 2.,
17 hereinabove which shall be filed immediately with the Clerk of the House.

18

19 18) (House Rule 24 part) When a question is raised about the proper referral
20 of a bill or resolution to committee, if the Speaker admits error in the
21 referral of the bill or resolution to a committee, the bill or resolution may
22 be re-referred by a majority vote of a quorum; however, if the Speaker does
23 not admit error in the referral of the bill or resolution to committee, the
24 bill or resolution may only be re-referred by a two-thirds (2/3) vote of a
25 quorum. When a bill or resolution is re-referred to a committee, any
26 previous committee recommendation is automatically stripped from the bill or
27 resolution. When a motion is under consideration, only two (2) substitutes
28 to that motion shall be in order. Only a motion applicable to the main
29 motion and of a higher precedence upon recognition may be substituted for the
30 motion under consideration. A substitute to the third degree shall not be in
31 order. Unless specified otherwise by the presenter of the motion at the time
32 the motion is made, a substitute motion shall apply to the main motion.

33

34 19) (House Rule 55 (a)) House Committee Staff will automatically and without
35 delay place all bills or resolutions referred to the committees on the
36 committee agendas. Staff will notify the sponsor of bills or resolutions

1 assigned to committee. Referred bills shall be placed on the committee's
2 active agenda in the order they are read across the desk on the House Floor.
3 When an active agenda is established in a committee and bills from that
4 agenda are not placed on the deferred list and if they are passed over, they
5 are placed at the bottom of the list of the day's active agenda. Bills read
6 across the desk on the House Floor later that same day or on a later day are
7 placed on the active agenda in the order they are read below bills already on
8 the active agenda.

9
10 20) After a bill or resolution has appeared on the Committee agenda and has
11 been called up for consideration by the Committee and the sponsor of the bill
12 or resolution or a representative is not present to present the bill or
13 resolution, the bill or resolution will be placed on the active agenda two
14 (2) additional times, but will be placed at the bottom of the active agenda.

15
16 21) If the sponsor or a representative is not present to present the bill or
17 resolution when called up after the bill or resolution has appeared on the
18 active agenda when called up during the third meeting, the bill or resolution
19 will be automatically dropped from the active agenda and placed on the
20 deferred list unless the sponsor notifies staff to put the bill or resolution
21 back on the active agenda before the agenda is prepared, for the next called
22 meeting. Requests to move bills or resolutions from the deferred list to the
23 active agenda must be made by 2:30 p.m. two (2) days prior to the scheduled
24 committee meeting. Bills moved from the deferred list to the active agenda
25 shall be listed at the bottom of the active agenda. Bills on the deferred
26 list may be moved to the active calendar as provided by rule for a total of
27 three (3) times only. A suspension of this rule by the Committee (two-thirds
28 of a quorum) will be required for each transfer of any bill having been moved
29 three (3) times previously.

30
31 22) Bills or resolutions suggested as non-controversial will be considered
32 before consideration of controversial bills or resolutions on the agenda.
33 The objection of one (1) committee member to the consideration of a bill or
34 resolution as non-controversial will automatically keep the bill or
35 resolution from being considered as being non-controversial. Even though a
36 bill or resolution has been considered as non-controversial, it will be

1 necessary after a "do pass" or "do pass as amended" recommendation that a
2 motion be made and there be unanimous consent of no less than a quorum of the
3 Committee for a bill or resolution to be eligible to be placed on the House
4 Non-controversial Calendar.

5
6 23) If a bill or resolution is discussed by a committee at a meeting, but is
7 not voted on because of time limitations or because the vote is deferred to
8 the next meeting, the bill or resolution will not lose its order on the
9 agenda and will not be counted as having been considered.

10
11 24) The author/sponsor of a bill or resolution may make a presentation for
12 his/her bill or resolution and may elect at that time to respond to questions
13 from the committee members. Following the initial presentation, non-
14 legislative---non-committee members will be allowed to alternately speak
15 against and for the bill or resolution. A procedural motion made by a member
16 of the committee and adopted by the committee to limit or end debate will be
17 allowed to govern non-legislative--non-committee members' discussions. At the
18 conclusion of the non-legislative--non-committee member proponent and
19 opponent presentations, the sponsor may return to the podium and may elect to
20 field questions from the committee members. Those questions should be
21 limited to requests for clarification or the securing of information.
22 Questions that are rhetorically offered and are dilatory for the effect of
23 debate are discouraged. At this point, the chair will entertain motions from
24 committee members only. For disposition of a proposition in a House
25 Committee, procedural motions (limit debate, immediate consideration, etc.)
26 are allowed only following a main motion (do pass, do not pass, do pass as
27 amended, etc.). Discussion from that point forward is limited to committee
28 members for and against the motion, if debatable, in alternating fashion. If
29 immediate consideration is not adopted and if debate has not been limited and
30 time has not expired, the sponsor of the motion will be allowed to close for
31 his/her motion. During the closing, the sponsor of the motion may elect to
32 field questions from committee members. At the conclusion of these
33 presentations, a vote will be taken on the motion properly before the
34 committee.

35
36 25) As determined by the presider courtesy may be extended to General

1 Assembly members who are non-committee members who need to return to their
2 own committee meetings.

3
4 26) (House Rule 66) Eleven (11) members of a standing committee constitute a
5 committee quorum with the Speaker present if he/she is a member of the
6 committee and ten (10) members when the Speaker is not present. A committee
7 recommendation of a bill or resolution will require these same numbers.

8
9 27) Smoking is prohibited in the committee rooms and all adjoining rooms.

10
11 28) (House Rule 69(a)5) A roll call vote will be required if requested by
12 any two (2) committee members, except for a quorum call which may be
13 requested by one (1) member. The request for a quorum call is always in
14 order.

15
16 29) When a roll call is required, the roll will be called by seniority with
17 the vice chairperson being called next to last and the chairperson last. For
18 a member's vote to be counted and recorded, he/she must vote "yes", "no" or
19 "present".

20
21 30) During a roll call vote, when a member's name has been called twice and
22 he/she does not respond, or when a member passes, they will not be allowed to
23 vote at a later time on the current issue before the committee.

24
25 31) No seconds are required during the legislative process except those that
26 are explicit in the rules, (roll call, previous question, sound the ballot,
27 etc.)

28
29 32) (House Rule 38(p)) "Fiscal impact statement" means a realistic statement
30 of the estimated financial cost of implementing or complying with a proposed
31 law regarding:

32 (1) Municipalities;

33 (2) Counties;

34 (3) Education, as related to the State of Arkansas and local school
35 districts grades kindergarten through twelve (K-12);

36 (4) Corrections, if imposing new or additional costs and restrictions

1 on inmate population patterns or affecting programs or services of the
2 Department of Correction; or

3 (5) Lottery, if amending Chapter 115 of Title 23 of the Arkansas Code
4 or imposing a new or increased cost to the Arkansas Lottery Commission or a
5 lottery.

6
7 33) (House Rule 38(q)) When any House or Senate bill or resolution requiring
8 an expenditure of public funds or otherwise imposing a new or increased cost
9 obligation is pending before any committee of the House of Representatives,
10 any member of the committee may request that a fiscal impact statement for
11 such bill or resolution be placed on the desk of each member of the committee
12 before the bill or resolution is called up for final action in the committee.
13 If such request is made, the chairperson of the committee shall refer the
14 bill or resolution to the appropriate state agency or to the legislative
15 staff for the preparation of a fiscal impact statement, to be returned to the
16 committee in writing not later than five (5) days from the date of the
17 request.

18
19 34) (House Rule 38(s)) Fiscal impact statements shall be made available to
20 House Committees:

21 (1) At least three (3) days before the bill may be called up for final
22 action in the House Committee during a regular legislative session or fiscal
23 session of the General Assembly; and

24 (2) At least one (1) day before the bill may be called up for final
25 action in the House Committee during a special session of the General
26 Assembly.

27 Fiscal impact statements shall be made available to the full House of
28 Representatives at least one (1) day before the bill may be called up for
29 third reading and final action in the House of Representatives.

30
31 35) (House Rule 38(t)) Failure of the sponsor of a bill or resolution to
32 provide the fiscal impact statement required in this rule shall not prohibit
33 the consideration of it in the committee to which referred or on the floor of
34 the House of Representatives, if no objection to it is made at the time such
35 action is taken.

36

1 TRACKING ITEM 24

2 1. "The next item on the Committee's agenda is HB/SB ____."

3 2. "Sen./Rep. _____, you are recognized to present HB/SB ____."

4 3. Presentation of bill by sponsor. The sponsor may respond to questions
5 from committee members.

6 a. If there are amendments, recognize amendment sponsor(s) to
7 present amendment(s).

8 b. To consider amendment(s), use same procedure listed below for
9 consideration of bill(s). (Items 4 - 9)

10 c. Declare disposition of amendment(s).

11 d. Continue with bill as amended or unamended (back to Item 4).

12 4. Go to list of citizen proponents and opponents or ask "Is there anyone
13 in the audience that desires to speak for or against the bill?" Recognition
14 of citizens for discussion, alternating speakers in support and in
15 opposition.

16 5. A procedural motion made by a member of the Committee and adopted by
17 the Committee to limit or end debate will be allowed to govern non-
18 legislative, non-Committee members' (citizen) discussion.

19 6. Upon completion of public commentary, recognize the sponsor for
20 questions, then move to committee discussion and motions.

21 7. Ask "What is the pleasure of the Committee?"

22 Motions (after recognition and the motion by a committee member
23 only)

24 a. "Rep. _____, would you like to explain your motion?"

25 b. Recognize committee members for questions/discussion.

26 c. In discussion, alternate between those supporting and those
27 opposing the motion.

28 d. A procedural motion made by a member of the Committee and adopted
29 by the Committee to limit or end debate (immediate consideration) will be
30 allowed to govern the legislative members' discussion.

31 e. Recognize the member making the motion to close for the motion if
32 debate has not been limited and time has not expired (proponents may save
33 some time for member to close).

34 f. Repeat until all motions are resolved, and action on the bill is
35 complete.

36 8. "The motion before the committee is _____. All of those

1 in support of the motion indicate so by saying 'aye'; those opposed, 'no'."

2 9. The motion passes/fails, and state the disposition of the
3 bill.

4 10. Roll call. (If requested by two or more members) Ask the
5 committee staff person to call the roll, then state the disposition of the
6 bill.

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