

# EXHIBIT E

## LEGISLATIVE TASK FORCE ON SICKLE CELL DISEASE

### RULES OF PROCEDURE

**PURPOSE:** The purpose of these rules is to establish rules and procedures for conducting the business of the **Legislative Task Force on Sickle Cell Disease** and to inform the members of the Arkansas General Assembly and the public of the procedures and rules of the task force.

**DUTIES:**

1. Examine how the State of Arkansas responds to Sickle Cell Disease.
2. Determine the best practices to treat Sickle Cell Disease.
3. Recommend more efficient methods for treating Sickle Cell.
4. Recommend how to obtain more federal funds for treating Sickle Cell Disease and providing special education to children with Sickle Cell Disease.
5. Recommend to the General Assembly specific changes to the law that will improve treatment of Sickle Cell Disease and improve the provision of special education to children with Sickle Cell Disease.

**PARLIAMENTARY PROCEDURE:** Except as otherwise specified by these rules, the rules of the Arkansas House of Representatives and the Arkansas Senate shall be observed by the task force, insofar as they are applicable. If an applicable rule does not exist or the House and Senate rules are incompatible, the chair shall decide the issue.

1. Quorum. The task force is made up of thirteen (13) members. A majority of the voting members of the task force shall constitute a quorum for transacting business of the task force. A majority of a quorum is 7 for this taskforce.
2. Action. An affirmative vote of a majority of a quorum present shall be required for the passage of a motion or other task force action.
3. Roll Call. The task force shall vote by voice vote unless a roll call vote is requested by two (2) or more task force members. Roll call votes shall be recorded in the meeting minutes.
4. Motions. A motion shall receive a second to be considered for action by the task force.
5. Public Comment. The chair may provide the public an opportunity to speak during a task force meeting to allow for public comment on issues before the task force.

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6. Minutes. Staff shall produce minutes of each task force meeting to be adopted by the task force at the subsequent scheduled meeting.
7. Meetings. Meetings shall be held at least one time every three months but may occur more often at the call of the chair (the recommended meeting times for task forces should be the Wednesday prior to Legislative Audit meetings or the Monday prior to the Arkansas Legislative Council meetings).