

1 A RESOLUTION adopting the Rules of Procedure for the 2022 Regular Session of
2 the House of Representatives.

3 *Be it resolved by the House of Representatives of the General Assembly of the*
4 *Commonwealth of Kentucky:*

5 ➔Section 1. The following Rules of Procedure are adopted to govern the 2022
6 Regular Session of the House of Representatives.

7 **Rule 1. Hours of Meeting.** The House shall meet at times set by the Committee
8 on Committees.

9 **Rule 2. Quorum.** A majority of the members elected to the House shall
10 constitute a quorum. If a quorum is not present at the time fixed for a meeting of the
11 House, five members may adjourn or recess from day to day or from time to time and
12 fifteen members may order a call of the House and send for absent members.

13 On any session day during which remote voting is authorized under House Rule
14 67A or alternative voting is authorized under House Rule 68A, the determination of a
15 quorum shall include those members physically present in the House Chamber, as well as
16 those members physically present in their Capitol Annex office or in their automobile on
17 the Capitol Campus, as applicable, and whose presence has been verified by the Speaker
18 or other presiding officer under Rule 26 through appropriate means, including but not
19 limited to a video call in which the member's face can be seen.

20 **Rule 3. Call of the House.** Upon a call of the House, the Clerk shall call the
21 roll. Absentees are then only noted, but no excuses shall be made until the full roll is
22 called. The Clerk shall then call the absentees again. Excuses will be heard at this time.
23 The doors of the House Chamber shall then be closed and the absentees not excused by
24 the House may be sent for and arrested by the Sergeant-at-Arms and the House shall
25 determine upon what conditions they shall be discharged from arrest. Members who
26 voluntarily appear shall be immediately admitted to the floor of the House and names
27 returned upon the Journal as present unless the House otherwise directs. Excuses for

1 leaves of absence must receive a consent approval of two-thirds of the members elected.

2 On any session day during which remote voting is authorized under House Rule
3 67A or alternative voting is authorized under House Rule 68A, any member physically
4 present in the House Chamber or any member physically present in their Capitol Annex
5 office or in their automobile on the Capitol Campus, as applicable, and whose presence
6 has been verified by the Speaker or other presiding officer under Rule 26 through
7 appropriate means, including but not limited to a video call in which the member's face
8 can be seen, shall be permitted to answer the convening roll call.

9 **ORDER OF BUSINESS**

10 **Rule 4. Order of Business.** The order of business shall be as follows:

- 11 1. Invocation.
- 12 2. Pledge of Allegiance.
- 13 3. Roll Call.
- 14 4. Reading and Approval of the Journal.
- 15 5. Introduction of Guests.
- 16 6. Second Reading of Bills.
- 17 7. Report of Committees and First Reading of Bills.
- 18 8. Orders of the Day.
- 19 9. Motions, Petitions, Communications, and Announcements.
- 20 10. Introduction of Bills and Resolutions.
- 21 11. Meeting and Report of the Committee on Committees and the Rules
22 Committee ~~and Report of Committee Postings~~.
- 23 12. Floor Amendments.
- 24 13. Adjournment.

25 Under the order of business Introduction of Guests, the Majority Caucus Chair and
26 the Minority Caucus Chair shall be recognized to read a cumulative list of the guests for
27 the day. No more than 30 minutes shall be allotted to Motions, Petitions,

1 Communications, and Announcements.

2 **Rule 5. Unfinished Business.** Unfinished business which was being considered
3 upon adjournment shall have precedence in the class of business to which it properly
4 belongs upon the next succeeding legislative day.

5 **MOTIONS**

6 **Rule 6. Reading of Motions.** When a motion has been made and seconded, it
7 shall be stated by the Speaker, or, being in written form, it shall be read by the Clerk
8 before debate, amendment or motion concerning it shall be in order.

9 **Rule 7. Withdrawal of Motions.** Every oral motion after it has been stated by
10 the Speaker, and every written motion, bill, resolution or other paper, after it has been
11 read by the Clerk, shall be the property and in the possession of the House and shall not
12 be withdrawn without consent of the House. Every written motion, report or measure may
13 be committed or recommitted at the pleasure of the House.

14 **Rule 8. Order of Questions.** All questions, whether in Committee of the Whole
15 or in the House, when not privileged questions, shall be propounded in the order in which
16 they were moved, except that in filling blanks the smallest sum and the most remote date
17 shall be put first.

18 **Rule 9. Precedence of Motions.** When a question is under consideration, no
19 motion shall be in order except:

- 20 1. To call the House when there is no quorum present.
- 21 2. To fix the time to which the House shall adjourn.
- 22 3. To adjourn.
- 23 4. To take recess.
- 24 5. To lay on the table.
- 25 6. For the previous question.
- 26 7. To limit or extend limits of debate.
- 27 8. To postpone to a fixed time.

1 9. To lay on the Clerk's desk.

2 10. To refer or commit.

3 11. To amend.

4 12. To postpone indefinitely.

5 The above several motions shall have precedence in the order in which they are
6 arranged and the first seven of them shall not be debatable.

7 A second motion to adjourn, to take a recess, to lay on the table, for the previous
8 question, to limit or extend limits of debate, to postpone to a time certain, to lay on the
9 Clerk's desk, to refer or commit or to postpone indefinitely shall not be in order on the
10 same day, upon the same question, and at the same status unless other business
11 intervenes; provided, however, that amendments may be made to the time to which it is
12 proposed to adjourn, to take a recess or to postpone to a fixed time.

13 **Rule 10. Motion to Adjourn.** A motion to adjourn, to take a recess, or a motion
14 to adjourn to a time certain, shall always be in order, except when a member is speaking,
15 while a vote is being taken or when the Committee on Committees is reporting; subject,
16 however, to the limitations set out in Rule 9. A motion to adjourn or a motion to adjourn
17 to a time certain shall be taken by roll call vote, unless the motion is made after the House
18 has reached adjournment in the order of business under Rule 4, in which case
19 adjournment shall be by voice vote unless a roll call is ordered by a majority of the
20 members.

21 **Rule 11. Motion to Table.** The adoption of the motion to table, under these rules,
22 defeats the subject matter under consideration. The reconsideration of the motion to table
23 shall require approval of a majority of the members elected.

24 **Rule 12. Previous Question.** The previous question may be ordered by a three-
25 fifths majority of the members elected. On the call of the roll, and subject to any motion
26 to limit debate, no member shall be allowed to speak more than three minutes to explain
27 a vote and shall not speak at all if the question is not a debatable question. The effect of

1 the previous question shall be to put an end to debate on any pending amendment; to
2 prevent the offering of additional amendments and to bring the House to an immediate
3 vote upon any amendment that has been called and is in order. Once the previous
4 question has been ordered, and any pending amendment has been voted upon, ~~the~~
5 ~~opponents of the measure shall have ten minutes, and proponents of the measure shall~~
6 ~~have ten minutes, before the vote upon] all debate shall cease and the House shall~~
7 immediately vote on the main question.

8 **Rule 13. Motion to Set the Limits on Debate.** A motion to set a time limit for
9 debate on a measure, which may include a time limit for explanation of votes, in excess
10 of that permitted under Rule 12, shall be in order unless the previous question shall have
11 been ordered on the measure. The time limit set for debate and explanation of votes
12 under this rule shall be allotted by the Speaker evenly between the opponents of the
13 measure and the proponents of the measure. Adoption of a motion under this rule does
14 not prevent the offering of additional amendments.

15 **Rule 14. Motion to Reconsider.** A motion to reconsider a vote shall not be in
16 order unless made by a member who voted upon the prevailing side of the question, nor
17 shall that motion be in order unless made within two legislative days in which the House
18 is in session next after the date the vote was taken and the bill or resolution is in the
19 possession of the House; however, the motion to reconsider when coupled with the
20 additional motion to lay that motion upon the table may be made by any member. For
21 purposes of this rule, a member who is recorded as "not voting" on a proposition which
22 failed is considered to have voted on the prevailing side. Procedural motions, such as a
23 motion to lay on the table or lay on the clerk's desk, shall not be subject to a motion to
24 reconsider.

25 **Rule 15. Motion to Lay on Clerk's Desk.** The effect of the adoption of a motion
26 to lay on the Clerk's desk under these rules is to place in charge of the Clerk the pending
27 question and everything adhering to it. A motion laid on the Clerk's desk may be taken

1 from the desk and proceeded with at any time in the same order as when laid on the
2 Clerk's desk.

3 **Rule 16. Motion to Strike Out Enacting Clause.** A motion to amend by striking
4 out the enacting words of a bill or resolution shall have precedence over a motion to
5 amend; and, if adopted, shall have the same effect as though the bill or resolution were
6 regularly voted upon and rejected.

7 **Rule 17. Motion to Separate Part of a Measure.** A motion to commit,
8 recommit, or postpone a part of a measure so as to separate that part of the measure from
9 the remainder shall not be in order.

10 **Rule 18. Postponement of Measure.** When a measure shall have been postponed
11 indefinitely it shall not be in order again during the session.

12 **Rule 19. Reading of Pending Papers.** Any pending bill, resolution, motion or
13 report shall be read upon the request of any member, with the concurrence of a majority
14 of the members elected to the House, but it shall not again be read on the same day unless
15 so ordered by the House.

16 **Rule 20. Nominations.** In all elections a previous nomination shall be made.

17 MEMBERS

18 **Rule 21. Attendance of Members.** No member shall be absent from a session of
19 the House without leave from the House. For the purposes of this rule, a member shall be
20 considered present if the member is in his or her Capitol Annex office during any session
21 when remote voting is authorized pursuant to House Rule 67A or if the member is in his
22 or her automobile on the Capitol Campus during any session when alternative voting is
23 authorized pursuant to House Rule 68A.

24 **Rule 22. Decorum of Members.** No member shall designate another member by
25 name. All members shall treat fellow members with the utmost courtesy and respect. All
26 members' remarks in debate shall be confined to the subject under debate, avoiding
27 personality. A sign, poster, or any other object, the purpose of which can be reasonably

1 construed to indicate support or opposition to any measure before the House, and which is
2 large enough to be generally visible from the chair, shall not be displayed in the House
3 Chamber, or in a member's Capitol Annex office during any session when remote voting
4 is authorized pursuant to House Rule 67A, by any member while the House is in session.

5 **Rule 22A. Point of Personal Privilege.** To be in order, a point of personal
6 privilege must relate to allegations regarding the rights, reputation, or conduct of a
7 member personally, in the member's capacity as a representative, that, if true, would
8 incapacitate them for membership. Members who have the floor after claiming a point of
9 personal privilege shall confine themselves to defending their own rights, reputations, or
10 conduct, and not those of other members. Members wishing to make general comments
11 about pending legislation, media coverage, or other matters that would be out of order if
12 raised as a point of personal privilege shall use Motions, Petitions, Communications, and
13 Announcements.

14 **Rule 22B. Required Training.** Each member of the House shall complete
15 workplace harassment prevention training at the beginning of each session of the General
16 Assembly.

17 **Rule 23. Call to Order.** If any member, in speech or otherwise, transgresses the
18 rules of order or decorum, the member shall immediately be called to order by the chair
19 and shall be seated. After hearing a short explanation from the member called to order, or
20 upon the withdrawal of the objectionable language, the Speaker may permit the member
21 to proceed, or may compel silence upon the member until the matter is disposed of. The
22 ruling of the chair shall be subject to an appeal to the House. A member offending the
23 House shall be liable to censure.

24 **Rule 24. Debate.** No member may speak more than once to the same subject until
25 all members desiring to be heard have spoken, but nothing in this rule shall do away with
26 the previous question if then in effect, nor permit debate on an undebatable motion.

27 No member shall speak more than thirty minutes in the aggregate on any question or

1 measure, at the end of which period, or any portion thereof, the floor shall be returned to
2 the Speaker.

3 **Rule 25. Members Shall Vote at Seats.** Except when remote voting is authorized
4 pursuant to House Rule 67A or alternative voting is authorized pursuant to House Rule
5 68A, a member shall vote only when at the member's seat or visibly approaching it.

6 OFFICERS AND EMPLOYEES

7 **Rule 26. Duties of Speaker.** The Speaker shall take the chair every day precisely
8 at the hour fixed for the meeting of the House and on the appearance of a quorum, shall
9 cause the Journal of the preceding day to be read, unless the reading of the same is
10 dispensed with by the House.

11 The Speaker shall preserve decorum and order and, in the event of any disorder in
12 the gallery or in the House Chamber, may cause the same to be cleared of any persons
13 creating disturbances or disorders.

14 All writs, warrants, subpoenas or other processes shall be signed by the officer who
15 may be presiding over the House when the paper is issued; and the presiding officer's
16 signature shall be attested by the Clerk, when ordered by a majority of the members.

17 Any reference made to the Speaker in these rules shall refer to the Speaker of the
18 House or, in the proper context, any member, including the Speaker Pro Tempore, who is
19 acting as the presiding officer.

20 **Rule 27. Appeal from Decision of Chair.** The Speaker while presiding may
21 speak to points of order in preference to members. The Speaker shall decide points of
22 order and manner of procedure. If two or more members arise from their respective seats
23 and address the chair, the Speaker shall determine who was first and recognize that
24 member.

25 Any decision made by the Speaker shall be subject to appeal to the House. Every
26 appeal shall be in writing and signed by at least two members. During the pendency of an
27 appeal to the House from a decision of the chair, the Speaker shall vacate the chair and

1 call the Speaker Pro Tempore to preside. When the Speaker Pro Tempore is presiding on
2 an appeal to the House from a decision of the Chair, no motion or business shall be in
3 order except the motion on appeal from the decision of the Chair, and that motion shall
4 not be debatable. The ruling of the Speaker shall be sustained unless a majority of the
5 members elected to the House oppose the ruling.

6 For purposes of an appeal, the Chair includes the Speaker, Speaker Pro Tempore, or
7 other designee of the Speaker or Speaker Pro Tempore, or other member serving as Chair
8 in the absence of the Speaker or Speaker Pro Tempore.

9 **Rule 28. Speaker Pro Tempore.** The House shall elect a Speaker Pro Tempore.
10 The Speaker Pro Tempore shall perform the duties of the Speaker in the absence of the
11 Speaker or when empowered by the Speaker to perform the duties of the Chair.

12 **Rule 29. Duties of the Clerk.** The Clerk shall have charge of all clerical,
13 technical and procedural matters which relate to legislation including but not limited to:
14 notification of committees of their appointment and business referred to them; keeping a
15 calendar showing such bills as are entitled to their second reading each day,
16 distinguishing between House and Senate bills; supervising the engrossing and enrolling
17 of bills; and such other matters as are assigned by the Committee on Committees. The
18 Clerk shall read to the House papers ordered to be read; call the roll and note the answers
19 of members when a question is taken by yeas and nays; assist the Speaker in taking the
20 count when any vote of the House is taken; attest all writs, warrants, and subpoenas
21 issued by order of the House; certify to the passage of all bills and to the adoption of all
22 joint and concurrent resolutions by the General Assembly; and make all reports to the
23 Senate. The Clerk shall perform such other duties as are assigned by the Committee on
24 Committees.

25 **Rule 29A. Duties of the Legislative Research Commission.** The Legislative
26 Research Commission staff shall have charge of clerical and administrative functions as
27 assigned by the Clerk and shall cooperate with the Clerk to facilitate the work of the

1 House.

2 **Rule 30. Journal of Proceedings.** The Clerk shall cause to be kept the Journal of
3 the proceedings of the House. The Clerk shall note upon the Journal all questions of
4 order, together with the disposition of same, and the dates upon which all bills and
5 resolutions were sent to committee and returned to the House. The House may correct
6 errors in the Journal the day the Journal containing errors is presented to the House. No
7 record which is in the hands of the Clerk and is required by law to be entered upon the
8 Journal of the House shall be copied by any person until same shall have been entered
9 upon the Journal and that Journal shall have been approved.

10 Half an hour before the time fixed for the meeting of the House each day, the Clerk
11 or an assistant shall be present at the Clerk's desk with the Journal of the preceding
12 session for inspection of any member of the House.

13 The Clerk or an assistant shall transmit the Journal for each day, as soon as it has
14 been approved by the House, to the Legislative Research Commission, which shall
15 deliver it to the public printer. The Commission staff shall proofread and index the
16 Journal upon return from the printer and make necessary typographical corrections.

17 **Rule 31. Custody of Papers.** The Clerk shall have custody of all records,
18 minutes, reports, and documents pertaining to legislation, and shall not allow them to be
19 taken from his or her possession without the leave of the House, unless to be delivered to
20 the chair of a committee to which they have been referred or to the Legislative Research
21 Commission. The Clerk shall cause to be enclosed on bills and papers brief notes of
22 proceedings had thereon by the House and preserve the same in convenient files for
23 reference. The Director of the Legislative Research Commission shall implement a policy
24 to provide for the maintenance and distribution of the records, papers, and bills of the
25 legislative branch.

26 **Rule 32. Accounts of Expenditures.** The Legislative Research Commission shall
27 keep the accounts for pay and mileage of members, officers and attaches, and for printing

1 and other contingent expenses of the House and Senate.

2 **Rule 33. Printing of House Papers.** The Legislative Research Commission shall
3 have supervision and charge of all printing done for the House as certified by the Clerk
4 and the public printer shall print only such documents and other matter as the Legislative
5 Research Commission authorizes. The Clerk shall report to the Speaker every failure to
6 execute printing work correctly and promptly.

7 **Rule 34. Duties of the Sergeant-at-Arms.** It shall be the duty of the Sergeant-at-
8 Arms and the Doorkeeper to exclude or remove all persons not entitled to the floor of the
9 House. One hour before convening of the House each day the Sergeant-at-Arms shall
10 announce in a loud, distinct voice: "All persons not entitled to the floor of the House
11 under the rules thereof will now vacate the House Chamber." The Sergeant-at-Arms shall
12 then compel all persons who are not entitled to remain therein to leave the House
13 Chambers and shall prohibit their entry until one hour after the House has adjourned.

14 **Rule 35. Appointment and Conduct of Constitutional Employees.** The
15 constitutional employees of the House shall be appointed by election during the regular
16 sessions of the General Assembly and shall serve one year terms or until the election of
17 their successors.

18 All the constitutional employees of the House, shall, one hour before the meeting of
19 the House each day, report to the Clerk, who shall report to the Committee on
20 Committees whether or not all of the employees are on duty. The Committee on
21 Committees, whenever it deems it necessary, shall report to the House any dereliction of
22 duty.

23 **Rule 36. Other Employees.** All other professional, clerical and other services
24 required by the House or its committees shall be furnished by the Legislative Research
25 Commission, upon the request of the Committee on Committees. Employees performing
26 such services shall be under the supervision of the Committee on Committees.

27 No officer or employee of the House shall receive any fee, tip or compensation from

1 any member and violation of this rule shall be ground for dismissal.

2 **COMMITTEES**

3 **Rule 37. Committee on Committees.** There shall be a Committee on
4 Committees composed of the Speaker of the House, the Speaker Pro Tempore, the
5 Majority Caucus Chair, the Majority Floor Leader of the House, the Majority Whip, the
6 Minority Floor Leader of the House, the Minority Caucus Chair, and the Minority Whip.
7 The Speaker shall be Chair of the Committee and the majority of the Committee shall
8 have full power to act on all matters referred to the Committee, either by these rules or by
9 the action of the House. All bills and joint or concurrent resolutions shall, upon their
10 introduction, be automatically referred to the Committee on Committees who may refer
11 same to the proper Committee after the date of introduction. In the event of a vacancy on
12 the Committee on Committees, the other remaining members of the majority or minority
13 party's leadership serving on the Committee on Committees may determine whether there
14 is a vacancy on the Committee on Committees and shall appoint a replacement for that
15 member.

16 The Committee on Committees shall have supervision and control over all
17 employees of the House, whether elected by the House or provided by the Legislative
18 Research Commission, and the Committee on Committees shall see that they perform all
19 of their duties to the House and the members thereof. The Committee on Committees is
20 empowered to discharge any or all said employees and officers except the constitutional
21 officers of the House. The Committee on Committees shall appoint the members of all
22 standing and special committees and shall fill any vacancies thereon in accordance with
23 Rule 39.

24 **Rule 38. Standing Committees.** The following shall be the standing committees
25 of the House:

- 26 1. Agriculture
- 27 2. Appropriations and Revenue

- 1 3. Banking and Insurance
- 2 4. Economic Development and Workforce Investment
- 3 5. Education
- 4 6. Elections, Constitutional Amendments and Intergovernmental Affairs
- 5 7. Health and Family Services
- 6 8. Judiciary
- 7 9. Licensing, Occupations and Administrative Regulations
- 8 10. Local Government
- 9 11. Natural Resources and Energy
- 10 12. Small Business and Information Technology
- 11 13. State Government
- 12 14. Tourism and Outdoor Recreation
- 13 15. Transportation
- 14 16. Veterans, Military Affairs and Public Protection

15 **Rule 39. Appointment of Committees.** The Committee on Committees shall
16 appoint the Chair, Vice-Chairs and the members of all standing and special committees
17 and shall fill any vacancies thereon. In making the appointments to standing committees,
18 the Committee on Committees shall appoint a member with service in the immediately
19 preceding regular session to at least one committee on which the member served in that
20 previous regular session. That appointment to the one committee shall be at the
21 preference of the member, and the Committee on Committees shall be bound by the
22 member's preference for that one committee; provided, however, a member who was a
23 committee chair in the preceding regular session shall select for reappointment the
24 committee the member so chaired if the member wishes to be considered for the
25 chairmanship of that committee; if another selection is made, the member shall not be
26 reappointed chair of the committee which the member chaired in the preceding regular
27 session. A member of the Committee on Committees shall not serve as chair of a standing

1 committee. A chair of a standing committee shall not serve as a member of the
2 Committee on Appropriations and Revenue. The Committee on Committees shall select
3 members of each standing and special committee in proportion to the representation of
4 each political party in the House. The Vice-Chair shall act in the absence of the Chair.
5 The Chair of any committee may appoint subcommittees to conduct hearings or study any
6 matters which have been referred to the committee.

7 Before the Committee on Committees shall appoint the members of standing and
8 special committees, the number of members on the committee to be appointed shall be
9 established by the Committee on Committees. At the same time, the Committee on
10 Committees shall establish the number of members of the committee of the majority party
11 and the minority party.

12 Every member of the House shall be appointed to at least one standing committee.

13 In appointing the membership of standing committees, the Committee on
14 Committees shall consider the predominant business interests or occupation of each
15 member so that the private interests of a majority of a committee's members do not
16 correspond to the jurisdiction of the standing committee.

17 **Rule 40. Jurisdiction of Standing Committees.** The Committee on Committees
18 shall refer each bill to the Committee with control over the subject matter. All bills and
19 resolutions on the same subject matter shall be referred to the same committee. The
20 general jurisdiction of the several standing committees shall be:

21 **1. Agriculture:** matters pertaining to crops, livestock, poultry and their
22 marketing; disease control and warehousing; tobacco; stockyards; agricultural
23 cooperatives and marketing associations; agriculture weights and measures; veterinarians;
24 the State Fair; county fairs.

25 **2. Appropriations and Revenue:** matters pertaining to the executive budget and
26 other appropriations of state monies; the levying of state and local taxes, including school
27 taxes; property tax rates and assessments; the state debt; revenue bond projects; claims

1 upon the treasury; accounting of state funds by local officers; audits for state purposes;
2 budget and financial administration; payment, collection and refund of taxes.

3 **3. Banking and Insurance:** matters pertaining to banking; banks and trust
4 companies; consumer loan companies; building and loan associations; credit unions;
5 investment companies; industrial loan corporations; securities; the Blue Sky Law;
6 mortgage guaranty insurance; assessment and cooperative insurance; fraternal benefit
7 societies; hospital service corporations; burial associations; medical and dental service
8 corporations; life, accident, indemnity and other forms of insurance; stock and mutual
9 insurance companies; banking and insurance aspects of the Uniform Commercial Code;
10 interest and usury; pawnbrokers; private credit; consumer credit; sale of checks;
11 installment sales contracts; legal investments; principal and income.

12 **4. Economic Development and Workforce Investment:** matters pertaining to
13 commerce, industry, and economic and industrial development; the workforce and the
14 workplace; economic development planning, international trade and investment;
15 investment companies and industrial loan corporations as they relate to economic and
16 industrial development; recruitment of business and industry; small business matters
17 relative to economic and industrial development; financing of business and industrial
18 development; business regulatory matters, including the Uniform Commercial Code,
19 relative to economic and industrial development; worker training; technology
20 development and application; chambers of commerce; convention centers and publicly
21 owned exhibition and parking facilities; arts and arts exhibition facilities; state, interstate,
22 and national parks and historic sites; travel promotion and advertising; wages and hours;
23 garnishments; safety and health of employees; child labor; employment agencies;
24 apprenticeship; unemployment compensation; workers' compensation; consumer
25 protection; industrial weights and measures.

26 **5. Education:** matters pertaining to public primary, secondary and higher
27 education; the State Board of Education; the State Department of Education; the powers

1 and duties of local boards of education; conduct of schools; attendance; state support of
2 education; the operation of school districts, teachers' qualifications and tenure; the school
3 curriculum; teachers' retirement; school employees; pupil transportation; school property
4 and buildings; vocational education and rehabilitation; universities and colleges;
5 community colleges; regional education; educational television.

6 **6. Elections, Constitutional Amendments and Intergovernmental Affairs:**

7 matters pertaining to the proposing of constitutional amendments and the calling of a
8 constitutional convention; ratification of amendments to the United States Constitution;
9 the election of officers to state, local and school board positions; election commissioners,
10 officers and precincts; qualifications, registration and purging of voters; regular elections;
11 primary elections; presidential and congressional elections; special elections to fill
12 vacancies; contest of elections; corrupt practices and election financing; election offenses
13 and prosecutions; voting machines; absentee ballots; intergovernmental cooperation;
14 state-federal relations; interstate compacts.

15 **7. Health and Family Services:** matters pertaining to human development,
16 health, and welfare; delivery of health services; support of dependents; public assistance;
17 child welfare; adoptions; children's homes; disabled persons; family welfare; aid to the
18 blind; commitment and care of children; mental health; substance abuse; health, medical
19 and dental scholarships; local health units and officers; vital statistics; communicable
20 diseases; hospitals, clinics, and long-term care facilities; health professions; physicians,
21 osteopaths and podiatrists; chiropractors; dentists and dental specialists; nurses;
22 pharmacists; embalmers and funeral directors; psychologists; optometrists, ophthalmic
23 dispensers; physical therapists; senior citizens; eliminating age discrimination; non-public
24 sector retirement; problems of aging; violent acts against the elderly.

25 **8. Judiciary:** matters pertaining to contracts; the Uniform Commercial Code;
26 debtor-creditor relations; ownership and conveyance of property; private corporations and
27 associations; competency proceedings; administration of trusts and estates of persons

1 under disability; descent, wills and administration of decedents' estates; domestic
2 relations; support of dependents; statutory actions and limitations; eminent domain;
3 arbitration; declaratory judgments; witnesses; evidence; legal notices; construction of
4 statutes; civil procedure; the Supreme Court, the Court of Appeals, circuit courts and
5 district courts; family courts; jurisdiction, rules, terms, judges, commissioners, selections,
6 districts, qualifications, compensation and retirement; clerks of courts; juries, attorneys;
7 receivers; court reporters; habeas corpus; crimes and punishments; criminal procedure;
8 probation and parole; correctional facilities; civil rights; and juvenile matters.

9 **9. Licensing, Occupations and Administrative Regulations:** matters
10 pertaining to professional licensing not assigned specifically to another committee;
11 racing; prize fighting and wrestling; places of entertainment; alcoholic beverage control;
12 private corporations; cooperative corporations and marketing associations; religious,
13 charitable and educational societies; nonprofit corporations; professional service
14 corporations; cemeteries; barbers and cosmetologists; professional engineers and land
15 surveyors; architects; real estate brokers and agents; public accountants; detection of
16 deception examiners; auctioneers; business schools; warehouses; partnerships; trade
17 practices; building codes; review of administrative regulations.

18 **10. Local Government:** matters pertaining to the officers, organization,
19 government and financing of city and county governments; city and county imposed taxes
20 and licenses; special purpose assessment and taxing districts within a city; city revenue
21 bond projects; city indebtedness; incorporation and classification of cities; forms of city
22 government; charter county, urban-county, and consolidated local governments generally;
23 county and special district debt; city and county finances and revenue; the imposition of
24 duties and costs on cities and counties; special districts not assigned to another
25 committee; the powers, duties and composition of fiscal court; compensation of city and
26 county officers and employees; local government civil service systems and local
27 government retirement systems; planning and zoning; interlocal cooperation and

1 consolidation of local government services; county roads; public road districts; city
2 streets and sidewalks; housing; manufactured housing; urban renewal and redevelopment;
3 water districts; acquisition of waterworks and water districts by cities; financing of
4 municipal improvements; urban service districts; fire protection districts; police
5 departments, fire departments and local public safety agencies; issuance of bonds for
6 county and special district projects; sewers; metropolitan sewer and sanitation districts;
7 local air pollution control districts; city and county libraries; library districts; annexation
8 of territory; public works; parks and playgrounds.

9 **11. Natural Resources and Energy:** matters pertaining to forestry; mining; soil
10 and water conservation; flood control and water usage; drainage and irrigation; geology
11 and water resources; waterways and dams; oil, gas and salt water wells; state and national
12 parks; drainage districts; water pollution; air pollution; management of waste; protection
13 of the environment; Natural Resources and Environmental Protection Cabinet; privately
14 owned public utilities; rates, permits and certifications of convenience and necessity;
15 water district rates; utilities in cities; public utility cooperatives; electric and gas utilities
16 and cooperatives; oil and gas transmission companies; municipal utilities and water
17 works; energy and fuel development; energy waste disposal; the Public Service
18 Commission; solar and other renewable energy; hydroelectric and thermonuclear energy;
19 gasohol and other alternative fuels.

20 **12. Small Business and Information Technology:** development and support of
21 small businesses; job creation and job-training programs; federal, state and local
22 regulations that impact small businesses and their employees; all other matters not
23 specifically assigned to another committee relating to administrative, regulatory or
24 operating issues which, because of their smaller size, uniquely impact small business;
25 information technology planning; statewide standards related to information technology;
26 broadband Internet; Internet service providers.

27 **13. State Government:** matters pertaining to the sovereignty and jurisdiction of

1 the Commonwealth; the General Assembly, its committees, officers and service agencies;
2 redistricting; the Governor; the Lieutenant Governor; administrative organization;
3 administrative regulations; administrative agencies; Department of Law; constitutional
4 offices; state personnel; state retirement systems; public property and public printing;
5 public officers, their terms, appointments, fees, compensation, removal, oaths and bonds;
6 public information; disaster and emergency services; state and regional planning;
7 libraries; archives and records; public corporations; Commonwealth's attorneys; circuit
8 clerks.

9 **14. Tourism and Outdoor Recreation:** matters relating to tourism and travel
10 promotion and development; state, interstate, and national parks and historic sites; fish
11 and wildlife; small business matters relative to tourism development; hotels and motels
12 generally; hotel and restaurant regulations; billboards; advertising related to tourism
13 development; entertainment establishments; campgrounds; the Tourism Cabinet; hunting
14 and fishing; boating; horseback riding; hiking; bird watching; rock climbing; recreational
15 use of all-terrain vehicles; mountain biking; cycling; kayaking; recreational land use.

16 **15. Transportation:** matters relating to airports and aviation; boats and boating;
17 licensing of motor vehicles; operators and trailers; financial responsibility law;
18 nonresident motorists; motor vehicle sales; railroad rates, service and operating
19 regulations; motor carriers; matters pertaining to the construction and maintenance of the
20 state highway system; the Transportation Cabinet; state aid for local roads and streets; the
21 state police; the Federal Highway Safety Law; turnpike authority; state and federal
22 highways; limited access facilities; use of road bond monies; automobile recyclers;
23 highway beautification; bridges, tunnels and ferries; traffic regulations; vehicle equipment
24 and storage; driver training schools.

25 **16. Veterans, Military Affairs and Public Protection:** military affairs and civil
26 defense; national guard; veterans; retention of military bases; veterans' rights, benefits,
27 and education; veterans' nursing homes; military memorials and cemeteries; fire

1 prevention and protection; foods, drugs, and poisons; pure foods and drugs; trailer park
2 regulations; hotel and restaurant regulations as they pertain to public health; sanitation
3 plants; garbage and refuse disposal.

4 **Rule 41. Rules Committee.** There shall be a Rules Committee composed of the
5 Speaker of the House, the Speaker Pro Tempore, the Majority Floor Leader, the Majority
6 Caucus Chair, the Majority Whip, the Minority Floor Leader, the Minority Caucus Chair,
7 and the Minority Whip. All bills and resolutions having been reported out of the
8 committee to which referred and having received their second reading shall be referred to
9 the Rules Committee. The Rules Committee may refer any bill or resolution before it
10 back to a standing committee. If a bill which includes incarceration as a possible penalty
11 has been received by the Rules Committee from a standing committee other than the
12 Committee on Judiciary, the bill shall be referred to the Committee on Judiciary. No bill
13 or resolution shall be referred back by the Rules Committee on more than one occasion.
14 All meetings of the Rules Committee shall be open. In the event of a vacancy on the
15 Rules Committee, the other remaining members of the majority or minority party's
16 leadership serving on the Rules Committee may determine whether there is a vacancy on
17 the Rules Committee and shall appoint a replacement for that member.

18 The Majority Floor Leader shall while the Rules Committee is in session call bills
19 and resolutions for consideration by the Rules Committee. A bill or resolution may be
20 placed for consideration in the first order of business at the next regular Rules Committee
21 meeting by a majority of the membership voting for such consideration.

22 Each member shall be given an opportunity upon request to appear before the Rules
23 Committee when a bill of which the member is a sponsor or co-sponsor is under
24 consideration including the subsequent vote thereon. No measure shall be posted in the
25 Orders of the Day for final passage except by order of the Rules Committee unless
26 otherwise ordered posted for the next succeeding legislative day by a majority of the
27 members voting. The Rules Committee shall arrange the Orders of the Day so that all

1 measures shall appear thereon for the consideration of the House, but the Rules
2 Committee may not place in the Orders of the Day any bill or other measure in the
3 possession of a standing or special committee of the House. The Rules Committee, prior
4 to each day's session, shall post a notice in a regular place in the House Chamber listing
5 the bills to be considered that day in the Orders of the Day. Should the House not
6 complete any day's Orders of the Day, the bills and resolutions remaining unconsidered
7 shall go to the top of the Orders of the Day on the next day that Orders of the Day are
8 considered.

9 The Speaker of the House shall be the Chair of the Rules Committee. The Majority
10 Floor Leader of the House shall act for the Rules Committee in calling from the Orders of
11 the Day any bills or resolutions in the order the Majority Floor Leader deems proper and
12 shall be recognized by the Speaker for that purpose during all times that the Rules
13 Committee is in charge of posting the Orders of the Day. The Speaker Pro Tempore shall
14 act as chair in the absence of the Speaker.

15 **Rule 42. Liaison Subcommittees.** The Committee on Appropriations and
16 Revenue shall be divided into the following eight standing subcommittees of no more
17 than ten members each:

- 18 1. Subcommittee on Economic Development, Public Protection, Tourism and
19 Energy;
- 20 2. Subcommittee on Personnel, Public Retirement and Finance;
- 21 3. Subcommittee on General Government;
- 22 4. Subcommittee on Justice, Public Safety and Judiciary;
- 23 5. Subcommittee on Primary and Secondary Education and Workforce
24 Development;
- 25 6. Subcommittee on Postsecondary Education;
- 26 7. Subcommittee on Transportation;
- 27 8. Subcommittee on Health and Family Services.

1 The Committee on Committees shall appoint to each standing subcommittee no
2 more than four members of the Committee on Appropriations and Revenue and no more
3 than six members from the membership of one or more of the remaining standing
4 committees of the House. No member of the Committee on Committees shall serve as a
5 member of a liaison subcommittee. A member of the Committee on Appropriations and
6 Revenue shall serve on no more than one standing subcommittee. The chair of each
7 standing subcommittee shall be appointed by the Committee on Committees from among
8 the members of the Committee on Appropriations and Revenue serving on the particular
9 standing subcommittee.

10 The liaison subcommittee members of a standing subcommittee shall have full
11 voting authority in all matters before a standing subcommittee.

12 The Committee on Committees may assign the chair of a standing committee as an
13 ex officio non-voting member of a standing subcommittee. The chairman and vice
14 chairman of the Committee on Appropriations and Revenue shall serve as ex officio
15 members of each standing subcommittee.

16 **Rule 42A. Budget Review.** The standing budget review subcommittees shall notify
17 the membership of the standing substantive committees whose jurisdictional area will be
18 affected by their action of any meetings or hearings and the members of the standing
19 committees may participate as non-voting members.

20 When the budget review subcommittees have concluded their hearings and
21 formulated their recommendations they shall communicate their recommendations to the
22 affected standing committee or committees who may thereafter file a written response to
23 the recommendations, which response shall be transmitted to the full Committee on
24 Appropriations and Revenue with the subcommittee recommendations.

25 When the full Committee on Appropriations and Revenue has reported the final
26 budget bill or bills to the floor, it shall notify the affected standing committees of the
27 content of the budget relating to their areas of jurisdiction.

1 The Rules Committee shall not post for passage any budget bill less than one day
2 after the bill has been finally reported out of committee, and no budget bill or amendment
3 thereto shall be voted upon without providing at least twenty-four hours for review after
4 the bill is posted for passage.

5 **Rule 43. Enrollment Committee.** The Committee on Committees shall appoint
6 an Enrollment Committee of not more than seven members. The Enrollment Committee
7 shall be responsible for the engrossment and enrollment of bills and resolutions.

8 **Rule 44. Conference Committees.** When a House bill has been amended in the
9 Senate and the House refuses to concur in the amendment, or when a Senate bill has been
10 amended in the House and the Senate refuses to concur in the amendment and when
11 neither will recede from that action, the Committee on Committees shall appoint a
12 Conference Committee to meet a like committee from the Senate. The Conference
13 Committee shall confer with the Senate Committee and report back to the House within a
14 reasonable time, in the same manner as reports are made for House bills. The conference
15 report shall make no recommendation other than agreement upon or rejection of the
16 matter or matters in controversy, and shall be voted upon, and, if adopted the bill shall
17 immediately be put upon its final passage.

18 Should a conference committee report its inability to submit a report, or if either
19 house refuses to adopt its report, each house may appoint a free conference committee,
20 consisting of three or more members. A free conference committee shall propose no new
21 appropriation or any appropriation above the level originally designed by either chamber.
22 The free conference report shall be voted on, and if adopted, the bill shall immediately be
23 put upon its final passage.

24 A conference committee or free conference committee report shall be signed by a
25 majority from each house or it shall not be in order.

26 Where both majority and minority conference or free conference reports are
27 submitted, a motion to adopt the majority report shall first be considered and a motion to

1 adopt a minority report shall not be in order unless a motion to adopt the majority report
2 fails. Once the majority or minority report is adopted, the bill shall immediately be put
3 upon its final passage.

4 **Rule 44A. Majority and Minority Caucuses.** The Majority Caucus of the House
5 of Representatives shall consist of all House members of majority party affiliation. The
6 Minority Caucus of the House of Representatives shall consist of all House members of
7 minority party affiliation. The majority and minority caucuses of the House of
8 Representatives shall be committees, other than standing committees, of the House of
9 Representatives and General Assembly.

10 **Rule 45. Meetings of Committees.** No committee except the Committee on
11 Committees, the Enrollment Committee and a Conference Committee between the House
12 and the Senate shall sit while the House is in session, unless by consent of the House. The
13 Committee on Committees and Enrollment Committee may report at any time except
14 during roll call or while a vote is being taken.

15 The Committee on Committees, in conference with committee chairs, shall
16 schedule a definite time and place for the regular weekly meetings of each committee, and
17 that schedule shall be posted in the House Chamber and published in the Legislative
18 Record. A committee shall meet at the regular weekly scheduled time and place so long
19 as business is pending before the committee. The Chair or a majority of any committee
20 may call a special meeting in addition to those regularly scheduled.

21 The Chair shall keep a record of the attendance of members at meetings, which
22 record shall be filed with the Clerk.

23 The Director of the Legislative Research Commission, under the direction of the
24 Committee on Committees, shall assign a secretary to each committee and provide any
25 professional, clerical or other employees required by any committee.

26 The Committee on Committees shall meet on call of the Speaker or on call of a
27 majority of the members of the Committee on Committees.

1 **Rule 46. Committee Reports.** No bill or resolution shall be considered by the
2 House except on report of committee. A standing committee may report a bill or
3 resolution in the following manner:

4 "With the expression of opinion that the same should pass," or

5 "With the expression of opinion that the same should pass, with the committee
6 amendment attached thereto," or

7 "With the expression of opinion that the same should pass, with the committee
8 substitute attached thereto," or

9 "With the expression of opinion that the same should not pass."

10 **Rule 47. Standing and Special Committee Reports.** It shall require a majority
11 of the committee membership to report a bill or resolution. The chair shall keep a record
12 of the vote of each member on the disposition of each bill, and shall report the total vote
13 on each side to the House. The chair may sign reports on behalf of a majority of the
14 committee members. The chair's signature shall attest to the action of a majority, but
15 shall not be construed as the chair's personal approval or disapproval of the bill.

16 A committee report may be accompanied by a minority report, signed by those
17 members who have dissented from the committee's report, and it shall be in order to
18 move the adoption of the minority report as a substitute for the committee's report when
19 the committee offers its report. It shall require a majority of the members elected to adopt
20 the minority report. The committee's report shall always be read before the minority
21 report is read. Where both majority and minority reports are submitted, a motion to adopt
22 the majority report shall first be considered, and a motion to adopt a minority report shall
23 not be in order unless a motion to adopt the majority report fails.

24 **Rule 48. Discharge Petition.** Whenever a committee fails or refuses to report
25 within a reasonable time a bill submitted to it, a member may sponsor and file with the
26 Clerk a written request, signed by twenty-five or more members, to call the same up for
27 consideration on the next succeeding legislative day after the filing of the request. The

1 effect of this petition shall be to bring before the House the question of whether the
2 committee to which the bill has been assigned has held the bill for an unreasonable time.
3 Upon the motion of the member sponsoring the request, and if a majority of the members
4 elected to the House concur that the bill has been held an unreasonable time, the bill shall
5 be considered as though it had been regularly reported, and sent to the Rules Committee.

6 **Rule 49. Procedure in Committee.** The rules of procedure in the House shall be
7 observed in committee insofar as the same are applicable. Any bill or resolution referred
8 to a committee by the Committee on Committees shall be considered eligible for
9 consideration and action thereon by the committee at the discretion of the committee
10 chair~~[The committee chair, or the committee by majority vote in a regularly called~~
11 ~~meeting during a regular session of the General Assembly, shall post at least one calendar~~
12 ~~day prior to their consideration the bills and resolutions to be considered by the~~
13 ~~committee at its next meeting, provided that no bill or resolution shall be posted by the~~
14 ~~chair or the committee by a majority vote unless and until a request for posting form has~~
15 ~~been filed with the committee chair or secretary and approved by the committee chair as~~
16 ~~containing satisfactory information. No measure shall be considered except those posted,~~
17 ~~unless the measure is one which has been recommitted to the same committee from which~~
18 ~~it was previously reported with a favorable expression. During a regular session of the~~
19 ~~General Assembly, a list of the measures to be considered shall be filed with the Clerk at~~
20 ~~least one calendar day prior to the meeting. In the case of prefiled House bills receiving~~
21 ~~the affirmative votes of a majority of the House members of the interim joint committee~~
22 ~~to which they were assigned, posting by the chair or the committee shall occur during the~~
23 ~~first four days of the session, and those bills may be considered by the appropriate~~
24 ~~committee during the first fifteen legislative days of the session. No posting request shall~~
25 ~~be required for those prefiled bills].~~

26 **Rule 50. Form of Bills.** All bills introduced shall be printed on the computerized
27 bill preparation system of the Legislative Research Commission, and none otherwise

1 prepared shall be accepted for introduction. Bills shall be offered as one original and three
2 distinctly legible copies. Identical bills for introduction in the other chamber may be exact
3 reproductions of original bill provided one copy is authenticated by the Director of the
4 Legislative Research Commission as the original to be introduced in the other chamber.
5 The original shall be the official bill, and shall be retained by the Clerk for the use of the
6 House until engrossed and sent to the Senate. A replacement original of a bill, generated
7 pursuant to these Rules, shall thereafter be considered the original and official bill. One
8 copy shall be used by committees; one copy shall be retained for the use of legislative
9 staff; and one copy shall be provided to the Legislative Research Commission. Each copy
10 shall be backed with a protective cover, as provided for this purpose by the Legislative
11 Research Commission. The title of the bill, or a portion thereof, and the signature of the
12 member introducing the bill shall be placed on each cover.

13 In all bills, as introduced and as printed, any new matter contained therein shall be
14 underscored; and when an amendment proposes the elimination of matter in an existing
15 law, that elimination shall be indicated on the bill by placing the material proposed to be
16 eliminated in brackets, and by striking through the words to be eliminated with a single
17 line so as not to render those words illegible. In any bill seeking to repeal existing
18 sections of the Kentucky Revised Statutes, the sections sought to be repealed shall be
19 identified by way of inclusion of the headnotes applied to each section as it appears in the
20 Kentucky Revised Statutes. All bills recommending or reauthorizing a study by an
21 interim committee, task force, or special committee of the Legislative Research
22 Commission shall include the following language: "Provisions of this statute to the
23 contrary notwithstanding, the Legislative Research Commission shall have the authority
24 to alternatively assign the issues identified herein to an interim joint committee or
25 subcommittee thereof, and to designate a study completion date." The Legislative
26 Research Commission staff shall see that all bills introduced have been prepared through
27 the computerized bill preparation system of the Legislative Research Commission.

1 **Rule 51. Introduction of Bills.** A member may introduce bills and resolutions by
2 filing them with the House Clerk on the floor or in the Clerk's office at any time the
3 office is open. The member filing the bill or resolution shall be the primary sponsor of the
4 bill or resolution, and with the sponsor's permission, one member may sign the bill as
5 primary co-sponsor. Other members may co-sponsor the bill or resolution only with the
6 sponsor's permission and by either filing the proper papers with the Clerk or by indicating
7 their desire to co-sponsor the bill or resolution in the Legislative Research Commission
8 Remote Voting System or, upon motion by the primary sponsor of a simple resolution to
9 allow co-sponsorship by a roll call vote made immediately following adoption of the
10 resolution, by indicating their desire to co-sponsor the resolution by an affirmative vote.
11 Bills and resolutions must be signed by the sponsors and co-sponsors with the member's
12 legislative district numbers beside their signature, except in the case of co-sponsorship by
13 the Legislative Research Commission Remote Voting System or roll call vote as
14 permitted by this rule. A co-sponsor may withdraw co-sponsorship of the bill or
15 resolution with or without the sponsor's permission by filing the proper papers with the
16 Clerk. Bills and resolutions filed after the House has concluded the Introduction and
17 Reading of New Bills, in Rule 4, Order of Business, shall be considered as having been
18 introduced the next succeeding legislative day. The House Clerk shall number bills in the
19 order received and transmit a copy immediately after introduction on the House floor to
20 the Committee on Committees for reference to committee.

21 In a regular session in an even-numbered year, no bill or resolution having the force
22 of law shall be introduced after the thirty-eighth legislative day of the session. In a regular
23 session in an odd-numbered year, no bill or resolution having the force of law shall be
24 introduced after the fourteenth legislative day of the session.

25 The last two legislative days preceding the veto recess shall be reserved by the
26 House exclusively for the business of concurring in amended House bills, receding from
27 House amendments, considering conference and free conference committee reports, and

1 final passage and enrollment of legislation. No House bills or House resolutions having
2 the force of law, other than those referred to in the previous sentence, shall be placed
3 upon their passage later than the fifty-third legislative day in even-year regular sessions,
4 nor later than the twenty-fifth legislative day in odd-year regular sessions; and on the
5 fifty-fourth legislative day in an even-year regular session and on the twenty-sixth
6 legislative day in an odd-year regular session, all bills other than those referred to in the
7 previous sentence that remain in the Orders of the Day shall be returned to the Rules
8 Committee.

9 The House shall not consider any bills or resolutions having the force of law for
10 concurrence, recession, adoption of conference or free conference committee reports, or
11 final passage if they are received after 5 p.m. on the final concurrence day of a regular
12 session. Any legislative day falling after the veto recess shall be reserved by the House
13 exclusively for the purposes of considering gubernatorial veto messages.

14 **Rule 52. Statutory Fiscal Impact Statements.** The staff of the Legislative
15 Research Commission shall analyze and prepare a fiscal statement for any bill which, if
16 enacted, would fiscally affect local governments in a significant manner through the
17 imposition of a local mandate; constitute a mandated health benefit; change the financial
18 liability of any public retirement system administered by an agency of state government;
19 or fiscally affect state or local corrections services in a significant manner, including any
20 bill which would modify or create a criminal penalty or otherwise affect the population of
21 a correctional system or facility. No measure for which the preparation of a fiscal
22 statement has been requested or is required pursuant to this rule shall be placed in the
23 Orders of the Day until the fiscal statement is attached, unless the requirement is waived
24 by a vote of a majority of the members elected to the House.

25 **Rule 52A. Member Requested Fiscal Notes.** A sponsor of a bill which, if enacted,
26 would affect the revenues or expenditures of the Commonwealth generally, may at any
27 time by request cause the staff of the Legislative Research Commission to analyze and

1 prepare a fiscal note for the measure describing such impacts on revenues or
2 expenditures. The fiscal note, if requested, shall be delivered to the sponsor.

3 The chair or a majority of the committee to which a bill has been referred may
4 require that a fiscal note be attached to the bill prior to final committee action.

5 Members may require, by majority vote, that a fiscal note be prepared for any bill
6 on the Orders of the Day. In that instance, the fiscal note shall be attached to the bill prior
7 to final consideration on the floor of the House.

8 **Rule 53. Member Requested Fiscal Notes and Statutory Fiscal Impact**
9 **Statements for Amendments.** Any member proposing an amendment from the floor for
10 a measure to which a fiscal note or fiscal statement has been attached shall cause an
11 amended fiscal note or fiscal statement, as appropriate, to be prepared and attached to the
12 amendment.

13 **Rule 54. Reference of Bills.** The Committee on Committees may refer a bill to
14 the proper standing committee after the date of introduction. When a House bill has been
15 amended in the Senate and has been returned to the House for concurrence in the
16 amendment, it shall be referred to the Rules Committee. In these instances, the Clerk
17 shall distribute copies of the bill and its proposed amendment to each member of the
18 Rules Committee. The Rules Committee may post these bills to the Orders of the Day for
19 consideration of the amendment, and final passage, giving precedence to these bills over
20 all other matters posted. When bills with amendments for concurrence are reached in the
21 Orders of the Day, the Speaker shall first put the question of concurrence in the
22 amendment, whereupon if that is favorable, the bill shall be put immediately upon its
23 final passage. Bills originating in and passed by the Senate when reported to the House
24 shall be referred to the Committee on Committees and shall take the same course as other
25 bills.

26 **Rule 55. Printing of Bills.** Upon receipt of a bill, the Legislative Research
27 Commission shall examine the form of the bill to ensure that it is free from errors of form

1 or typography and has been assigned the proper KRS section or chapter numbers. If a
2 formal change is necessary the Commission shall request the sponsor of the bill to sign a
3 form approving the specified changes. If a bill is found to be correct, or corrections have
4 been approved, the Commission shall authorize its printing.

5 The Legislative Research Commission shall have printed for the use of the members
6 a sufficient number of copies of each bill or resolution carrying the force and effect of law
7 introduced in the House and of each bill or resolution carrying the force and effect of law
8 acted on by the Senate and reported to the House. Bills shall be printed in the order in
9 which they are introduced and shall be distributed to members immediately upon receipt
10 from the printer. For the purposes of this rule, printing and distribution of bills and
11 resolutions shall be considered satisfied when any bill or resolution is distributed
12 electronically to each member's electronic bill book, provided that any member may at
13 any time request the additional printing of a paper copy of any bill or resolution
14 introduced in or reported to the House.

15 **Rule 56. Readings of Bills.** If a bill is reported with the expression of opinion
16 that it should not pass, a vote may then be taken on whether it shall be read at length and
17 be placed on the Calendar, if a majority of the members elected to the House shall concur
18 therein. When reported favorably by the committee, the bill shall then be given its first
19 reading at length and shall be placed by the Clerk upon the Calendar, and shall then be
20 entitled to its second reading the next succeeding legislative day.

21 Every bill shall be read at length on three different legislative days; but the second
22 and third readings thereof at length may be dispensed with by a majority of all the
23 members elected to the House and the bill read by its title.

24 **Rule 57. Calendar; Consent Calendar.** (1) In order to reduce the time required for
25 final passage of bills posted in the Orders of the Day, a consent procedure for the
26 consideration of noncontroversial bills shall be established and designated as follows:

27 (a) The Clerk shall keep a Regular Calendar and a Consent Calendar for each

1 legislative day showing the bills receiving their second reading.

2 (b) The Clerk shall also keep a Regular Orders and a Consent Orders showing
3 bills posted for final passage by the Rules Committee.

4 (2) Bills reported by a Standing Committee with a regular "should pass" or
5 "should pass with committee amendment/substitute attached" recommendation shall be
6 shown in the Regular Calendar on the day on which they are entitled to a second reading.

7 (3) The Rules Committee may recommend that any House or Senate Bill having
8 been favorably reported by a Standing Committee be placed in the Consent Calendar,
9 provided the bill receives a recommendation from the Rules Committee by a unanimous
10 vote of the members present. Any House or Senate Bill recommended for consent shall be
11 placed in the Consent Calendar and shall continue to be shown in that Calendar until
12 taken therefrom by the Rules Committee and posted in the Consent Orders. Bills
13 receiving a second reading should be so designated to distinguish them from bills which
14 have already received their second reading.

15 (4) A certificate shall be attached to each bill recommended for the Consent
16 Calendar showing the unanimous recommendation of the members of the Rules
17 Committee present, signed by the Chair.

18 (5) After a sufficient number of bills have accumulated in the Consent Calendar,
19 the Rules Committee may post any or all of those bills to the Consent Orders for a day
20 certain. On that day, the Consent Orders shall be called before the Regular Orders.

21 (6) Upon the call of the Consent Orders each bill in those Orders shall be given a
22 third reading by title only. The Speaker shall then allow a reasonable time for questions
23 from the floor and any explanation necessary by the sponsor or committee chair. Consent
24 Order bills may not be amended from the floor.

25 (7) The Clerk shall attach a roll call to each bill in the Consent Calendar and any
26 member may at any time prior to passage of the Consent Orders record with the Clerk a
27 "nay" or "pass" vote on any bill within the Consent Calendar or Consent Orders.

1 (8) Upon the call for the question on the Consent Orders, the Speaker shall
2 instruct the Clerk to announce the "nay" and "pass" votes previously filed on each bill in
3 the Consent Orders. All other members present in the chamber on the day and at the time
4 the Consent Orders are called shall be considered as having voted "aye" and the roll call
5 attached to each bill shall so reflect as the final vote.

6 **Rule 58. Orders of the Day.** When a bill has had its second reading it shall be
7 referred to the Rules Committee for consideration of whether it shall be placed in the
8 Orders of the Day, or be recommitted, and when next reached in the House it shall be
9 ready for recommitment, or to be read a third time and placed upon its passage, and the
10 Speaker shall so announce to the House.

11 A bill may be recommitted or amended in accordance with these rules at any time
12 before its passage. Bills shall be placed in the Orders of the Day in the order in which
13 they have been given their first reading, and shall be taken therefrom in accordance with
14 Rule 41. When a House bill is in the Orders of the Day, it shall be in order on motion of
15 the author to substitute for it an identical Senate bill which is in the Calendar of the
16 House.

17 No bill shall be taken from the Orders of the Day unless it shall have been printed
18 and previously distributed to members, which for the purposes of this rule shall include
19 electronic distribution to each member's electronic bill book. No bill, amendment, or
20 committee substitute relating to congressional or legislative redistricting shall be taken
21 from the Orders of the Day unless it shall have been verified by Legislative Research
22 Commission staff using the Commission's redistricting software, for plan integrity and
23 geographic integrity. The verification shall be evidenced by the Legislative Record
24 summary notation "PLAN INTEGRITY VERIFIED" and the "Geographic Integrity
25 Verified" notation on amendments.

26 **Rule 59. Final Passage.** When a House bill has been amended in the Senate and
27 the House has concurred in the amendment, or a Senate bill has been amended in the

1 House, but the Senate refuses to concur, and the House recesses from its amendment, the
2 bill shall immediately be placed upon its passage.

3 **Rule 60. Amendments to Bills.** All amendments offered shall be on sheets with a
4 proper heading printed in black, furnished by the Commission staff, and shall bear the
5 signature and district number of the members offering the same. An amendment prepared
6 for one member but signed by another shall be considered the amendment of the member
7 signing the amendment. All amendments shall give the proper page and line of the printed
8 bill. An original and one copy of each amendment shall be introduced. No amendment
9 shall be in order that is not germane to the matter under consideration and unless it shall
10 have been printed and previously distributed by the Clerk to members at least one
11 legislative day prior to consideration of the bill or resolution; and the Speaker, when the
12 question is raised, shall rule as to the admissibility of the proposed amendment, subject to
13 appeal to the House.

14 No amendment to a bill under consideration shall be in order if it contains the
15 substantial text of the language of any other bill introduced during the session which has
16 not passed the House. The commission staff shall cause those amendments to be
17 identified when the bill proposed to be amended thereby is posted on the Orders of the
18 Day. When a question is raised as to the identity of the proposed amendment containing
19 the substantial text of any other bill introduced during the session, the Speaker shall rule
20 thereon, subject to appeal to the House.

21 A committee substitute, upon its adoption, shall be considered as the original bill
22 for purposes relating to the permissible degree of further amendment of the bill.

23 A proposal to amend the title of a bill shall be by separate title amendment. The
24 question of adoption of an offered title amendment for a bill shall be presented to the
25 body immediately after adoption of the bill.

26 A proposal to amend the Constitution of Kentucky shall be introduced as a bill, and
27 no such proposal shall be in order if it is offered as an amendment to any bill.

1 If a proposed floor amendment to a branch budget bill will result, if adopted, in a
2 loss of revenues or an increase in expenditures for a budget unit, the amendment shall
3 specify by budget unit the amount and source of funds that will offset the loss of revenues
4 or specify the budget unit or other source of funds that will support the increased
5 expenditures. If a budget unit or other source of funds is specified, the amendment shall
6 include all necessary language to effect the changes. It shall be out of order for a floor
7 amendment to a branch budget bill to: (a) specify in general language that funds to
8 support the change shall come from broadly defined sources, such as the budget of a
9 particular cabinet, branch of government, or multiple unrelated budget units, unless the
10 effect on each of these is specifically defined by program and amount; (b) require or
11 permit any other branch or unit of government to determine which specific programs
12 would be affected; or (c) reduce the Budget Reserve Trust Fund.

13 **Rule 61. Engrossment of Bills.** Every House bill and joint resolution, together
14 with the amendments thereto, which has been passed by the House and not subject to
15 further amendment or motion, shall be engrossed by the Clerk. The Clerk shall endorse
16 thereon the day of passage or adoption. The bill shall be delivered to the Senate in open
17 session by the Clerk or someone designated by the Clerk, and Senate concurrence asked
18 therein. A like procedure shall be observed toward Senate bills.

19 When engrossing a bill, the Clerk may incorporate amendments by means of typing
20 or by generating a replacement original of the bill through computerized process.

21 **Rule 62. Enrollment of Bills.** All House bills and resolutions which have passed
22 both the Senate and the House shall be delivered by the Clerk to the Enrolling Clerk,
23 taking a receipt therefor, in the order in which passed. The Clerk shall keep the number
24 and title of all bills and joint and concurrent resolutions carrying the force and effect of
25 law, passed by the House of Representatives and the Senate in a suitable record book
26 attesting the fact and date of passage.

27 If a bill which originates in the House is amended by the Senate and the House

1 concurs in the amendments proposed and adopted by the Senate, the Clerk shall engross
2 those amendments in the original copy of the bill by typing or may generate a replacement
3 original copy of the House bill through computerized process, before delivering the bill to
4 the Enrolling Clerk of the House.

5 In cases of extreme emergency and during the last three days prior to sine die
6 adjournment, where no correct printed copy can be produced, the Enrolling Clerk may
7 enroll the bill or resolution by typing the same.

8 The original bill or resolution or replacement therefor, if applicable, and an enrolled
9 copy shall be delivered to the Committee on Enrollment. The Enrolling Clerk shall certify
10 that each is in the exact form as finally passed prior to their delivery. The Committee on
11 Enrollment and the Enrolling Clerk shall jointly compare the original bill with the
12 enrolled copy, and if the enrollment is ascertained to be correctly done, the Committee
13 shall report the same to the House. If any bill or resolution is found not correctly enrolled,
14 it shall be returned to the Enrolling Clerk to be properly enrolled and delivered to the
15 Committee on Enrollment as is first provided herein.

16 **Rule 63. Signing of Bills.** The Enrolling Clerk of the House shall deliver the
17 enrolled copies of House bills and resolutions signed by the Speaker to the Chair of the
18 Enrollment Committee of the Senate for presentation to the President of the Senate for
19 the President's signature. When signed by the President of the Senate, the enrolled bill or
20 resolution shall be returned by the Enrolling Clerk to the Clerk of the House who shall
21 present the enrolled bill or resolution to the Governor for the Governor's approval and
22 take a receipt for same.

23 **Rule 64. Resolutions.** Resolutions having the force and effect of law shall be
24 treated and considered as bills in all respects under these rules. A simple resolution
25 expressing the will of the House shall upon its introduction be automatically referred to
26 the Committee on Committees, which may refer it to the floor if it is honorary,
27 benevolent, and does not direct further action; otherwise, it shall be referred to a standing

1 committee. Simple resolutions referred to a standing committee may be considered for
2 adoption only after receiving a recommendation from a standing committee and being
3 posted for passage by the Rules Committee. A resolution shall not be accepted for
4 introduction if offered in lieu of a legislative citation. No resolution shall be considered
5 unless it shall have been distributed to all members. All resolutions recommending or
6 reauthorizing a study by an interim committee, task force, or special committee of the
7 Legislative Research Commission shall include the following language: "Provisions of
8 this resolution to the contrary notwithstanding, the Legislative Research Commission
9 shall have the authority to alternatively assign the issues identified herein to an interim
10 joint committee or subcommittee thereof, and to designate a study completion date." All
11 resolutions recommending or reauthorizing a study, or which recommend or reauthorize
12 creation of a task force or special committee of the Legislative Research Commission
13 shall be concurrent or joint resolutions.

14 **Rule 65. Legislative Citations.** For the purpose of extending the commendations,
15 condolences or congratulations of the General Assembly to a particular person, or to
16 recognize a particular event or occasion, there may be issued a "Legislative Citation."
17 Citations may not be used for procedural matters, matters of a controversial or partisan
18 political nature, nor in place of resolutions memorializing the U.S. Congress, but only
19 when appropriate to express the feeling of the House or of the General Assembly with
20 reference to a person or event.

21 Staff of the Legislative Research Commission shall prepare proposed legislative
22 citations for adoption by the House and shall assign those citations a number. The
23 sponsor shall receive the original citation and a copy shall also be transmitted to the Clerk
24 of the House prior to adoption. Each citation shall bear the signature of the sponsor and
25 the name of the person or event cited, and upon adoption shall be spread at length upon
26 the Journal. Citations shall be read by title and sponsor only and considered in the order
27 of business "Motions, Petitions, Communications and Announcements."

VOTING

1
2 **Rule 66. Roll Call.** Any member, with a second, may require a roll call on any
3 matter pending before the House. The names of members shall be arranged alphabetically
4 when taking a yea and nay vote.

5 Any time these rules require a roll-call vote, or a yea and a nay vote of the members,
6 that vote may be taken by either a voice roll call or the electrical voting system, as
7 ordered by the Speaker.

8 The Speaker, before each roll-call vote is taken, shall instruct the Clerk to sound the
9 warning chimes installed in that part of the Capitol assigned to the use of the House.

10 During a roll call any one member, with a second, may request and be afforded a
11 delay of two minutes prior to the closing of the roll. Except when remote voting is
12 authorized pursuant to House Rule 67A or alternative voting is authorized pursuant to
13 House Rule 68A, only one such motion shall be observed during any one roll call.

14 **Rule 67. Electrical Voting System.** When the House is ready to vote upon any
15 question requiring a roll call, and the vote is to be taken by the electrical roll call system,
16 the Speaker shall announce:

17 "The question is on the passage of (designating the matter to be voted upon). All in
18 favor of the question shall vote 'yea,' and all opposed shall vote 'nay.' The House roll is
19 now open for voting."

20 The Speaker shall recognize any member who rises for the purpose of explaining a
21 vote. No member shall be allowed to speak more than two minutes to explain a vote, and
22 shall not speak at all if the question is not a debatable question. *The recognition of a*
23 *member for the purpose of explaining a vote and the time limit allotted by this rule for*
24 *explanation are subject to, and may be further limited by, a motion to set limits on*
25 *debate.*

26 When sufficient time has been allowed the members to vote and to explain their
27 vote, the Speaker shall announce: "Have all voted?" "Does anyone desire to change their

1 vote?" and, after sufficient pause, shall lock the roll call system and instruct the Clerk to
2 record the vote. Except when alternative voting is authorized pursuant to House Rule
3 68A, it shall be the responsibility of each member to determine the accuracy of the
4 member's individual vote as registered opposite the member's name on the electrical roll
5 call board and advise the Speaker of any desired change before the roll call system is
6 locked. If alternative voting is authorized pursuant to House Rule 68A, either the member
7 or the designee of the member's caucus that is permitted to cast votes on behalf of the
8 member may determine the accuracy of the member's individual vote and advise the
9 Speaker of any desired change before the roll call system is locked. In the case of
10 alternative voting, the Speaker shall recognize each caucus designee that is permitted to
11 cast votes on behalf of any member for an affirmation that all member votes are
12 registered correctly before the roll call system is locked.

13 The Clerk shall immediately start the recording equipment, and when completely
14 recorded, shall present the result to the Speaker who shall announce same to the House.
15 The Clerk shall enter upon the Journal the result in the manner provided by the rules of
16 the House.

17 At the same time the vote is recorded by the electric recording equipment an
18 original and five duplicate roll call sheets shall be made showing the vote, two of which
19 duplicates shall be for use of the press, and one copy shall be furnished to the Legislative
20 Research Commission.

21 With respect to any roll call vote on a question that is not on the passage of a bill,
22 adoption of an amendment or committee substitute, concurrence or recession from a
23 Senate amendment, adoption of a conference committee or free conference committee
24 report, or override of a gubernatorial veto, the electrical voting system shall indicate that
25 the question subject of the roll call vote is procedural in nature, and the roll call vote shall
26 be described as a procedural vote on the original roll call sheet and on all duplicates.

27 **Rule 67A. Remote Voting Permitted.** At any time, the Speaker, or other presiding

1 officer as specified in House Rule 26, may authorize remote voting procedures for the
2 members on any matter pending before the House. At any time, a committee chair may
3 authorize remote voting procedures for the members of the committee on any matter
4 pending before the committee.

5 If remote voting is authorized in the House, any member physically present in their
6 Capitol Annex office may cast a vote on any matter pending before the House by utilizing
7 the Legislative Research Commission Remote Voting System to indicate the member's
8 yea or nay vote on the matter. Any votes cast by members in person in a member's
9 Capitol Annex office through the Legislative Research Commission Remote Voting
10 System shall be reflected on the electrical voting system.

11 **Rule 67B. Vote Modification.** Following the close of any vote, a member may
12 only enter a new vote or modify a previously cast vote by motion, and only if the
13 member's vote will not change the outcome of the original vote on the measure. If the
14 member's motion is granted, the member shall file with the Clerk the vote the member
15 wishes the Clerk to enter or modify on a form provided by the Clerk, and the Clerk shall
16 thereafter enter upon the Journal the member's new or modified vote; provided that no
17 vote cast or modified by motion under this rule shall amend an original roll call sheet.

18 **Rule 68. Voting for Others Prohibited.** Except when alternative voting is
19 authorized pursuant to House Rule 68A, no member shall vote for another member, nor
20 shall any person not a member cast a vote for a member. In addition to any penalties as
21 may be prescribed by law, any member who shall vote or attempt to vote for another
22 member who is not authorized to vote for the member by House Rule 68A may be
23 punished in a manner as the House may determine. If a person not a member shall vote or
24 attempt to vote for any member, that person shall be barred from the floor of the House
25 for the remainder of the session and may be further punished in any manner as the House
26 may deem proper, in addition to the punishment as may be prescribed by law.

27 **Rule 68A. Alternative Voting for Others Permitted.** If any member is diagnosed

1 with COVID-19 or is under a quarantine order related to COVID-19, the Speaker, or
2 other presiding officer as specified in House Rule 26, may authorize alternative voting
3 procedures for the member.

4 If alternative voting is authorized for a member, and if the member is physically
5 present in their automobile on the Capitol Campus, the member may cast a vote on any
6 matter pending before the House by advising the Speaker, the Clerk, or a designee of the
7 member's caucus who will be physically present during a session of the House of the
8 member's yea or nay vote on the matter.

9 Prior to the Speaker, the Clerk, or the caucus designee accepting and casting a vote
10 for another member, the Speaker, the Clerk, or the caucus designee shall verify the
11 member's identity and desired vote on a specific measure under consideration through
12 appropriate means, including but not limited to a video call in which the member's face
13 can be seen and their desired vote on a specific measure can be clearly communicated.

14 At the appropriate time, the Speaker shall announce the specific measure to be
15 considered and announce in open session any votes received by him or her directly, as
16 well as any votes received by the Clerk. The Speaker shall then recognize the caucus
17 designees who shall announce in open session any votes received by them on behalf of
18 any other members. All of the announced votes, as well as any votes cast by members in
19 person, shall be reflected on the electrical voting system.

20 The Clerk shall enter upon the Journal the result in the manner provided by the rules
21 of the House.

22 **Rule 69. Pairing.** All pairs announced in the House shall be entered on the
23 Journal.

24 **Rule 70. Adjournment Extended During Roll Call.** When the roll is being
25 called in taking a yea and nay vote, and the hour of an adjournment arrives, the same shall
26 stand extended until after the yea and nay vote has been completed and the result
27 announced.

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PRIVILEGE OF THE FLOOR

Rule 71. Persons Entitled to the Floor. No person shall be permitted upon the floor of the House or within the member's offices on the third and fourth floor of the Capitol Annex when the House is in session and upon the floor of the House one hour before and after the House is in session except the present members of the General Assembly, former members of the General Assembly, and all officers and employees of the General Assembly. Bona fide news media correspondents shall be admitted to the gallery when recommended by the Committee on Committees and shall be governed by the rules of the House and assigned by the Committee on Committees to a media section specifically set aside for them.

Members may submit the names of guests to their caucus chair. The Majority Caucus Chair and the Minority Caucus Chair shall read the names of their respective caucus members' guests to the House. Members shall not introduce guests from the floor.

Rule 72. Restriction of lobbying and access to the House Chambers and office areas. No person shall engage in lobbying for or against any measure while the House is in session, or in recess, in any of the corridors or passages or in any of the rooms in that part of the Capitol or Capitol Annex assigned to the use of the House, and no registered lobbyist shall enter that part of the Capitol or the member's offices on the third and fourth floor of the Capitol Annex while the House is in session. This rule shall not be construed to prohibit the use of the corridors or passages in going to and from the House gallery by any person.

A sign, poster, or any other object, the purpose of which can be reasonably construed to indicate support or opposition to any measure before the House, and which is large enough to be generally visible from the House floor, shall not be permitted in the gallery.

Only authorized persons shall be allowed access to the office areas assigned for use of the members and staff of the House. For the purposes of this paragraph, "authorized

1 person" means a member of the General Assembly, an employee of the General Assembly
2 or Legislative Research Commission, or a person having obtained specific access
3 authorization from a member or employee. For the purposes of this paragraph, "office
4 areas" means the fourth floor of the Capitol, that part of the third floor of the Capitol
5 assigned to the use of the House, and the third and fourth floors of the Capitol Annex.

6 **Rule 73. Restrictions.** For purposes of this rule, "material" shall mean any letter,
7 report, writing, article, booklet, pamphlet, image, photograph, object, or any other item,
8 including any physical object or electronic transmission containing audio, video, or
9 electronic communication, which is requested to be placed upon either the desk of a
10 member on the House floor or in a member's office in the Annex. This material shall not
11 be distributed unless the party interested in the distribution of the material is clearly and
12 physically identified on the material to be distributed. All this material shall conform to
13 accepted public taste, shall contain no matter appealing to prurient interest or without
14 redeeming social value, and shall uphold the dignity of the legislative process. Material
15 originating from the general public shall be delivered to the administrative offices of the
16 Legislative Research Commission or the Clerk of the House and shall upon direction of
17 the Clerk, after inspection, be placed on the members' desk in the Capitol Annex
18 provided the following conditions are met:

19 (1) Unless 100 copies are provided, all material should be individually addressed
20 to each member expected to receive a copy;

21 (2) If several pages or items are to be provided to each member, they should be
22 securely fastened or placed together in an envelope; and

23 (3) Sufficient copies of all material should be provided; staff shall not make
24 additional copies of material.

25 Material that may be distributed by the Clerk in the House Chamber is restricted to
26 official communications relating to pending legislation or the operation of the House,
27 material sent by a member clearly identified on the face of the material or its attachments

1 to any other member, or other material as designated by the Speaker's Office. The
2 Sergeant-at-Arms shall be charged with the duty of ensuring that no individual other than
3 employees of the House under the direction of the Clerk or House members shall cause
4 materials of any nature to be distributed in the House Chamber. Questions as to the
5 propriety of materials shall be referred to the Committee on Committees for resolution.
6 Any material distributed by unauthorized individuals shall be collected from the
7 members' desks and treated as litter, and any material submitted but not distributed that is
8 unclaimed after one week shall be discarded. Material which is received via e-mail or via
9 any digital storage device or media with a request for distribution electronically by LRC
10 staff shall be refused or returned to the sender. Nothing in this rule restricts the right of
11 any person to communicate directly with any member, either electronically or through the
12 United States mail.

13

RULES

14 **Rule 74. Mason's Manual.** In the absence of a specific rule of the House, the
15 most recent edition of *Mason's Manual of Legislative Procedure*, as adopted by the
16 National Conference of State Legislatures, shall govern the proceedings, except that in all
17 cases where general parliamentary law provides for a rule of two-thirds, it shall mean in
18 this House a majority of all members elected thereto.

19 **Rule 75. Change of Rules.** The rules of the House, after their adoption shall not
20 be altered, changed, amended, suspended or interrupted, unless the same be done by a
21 majority of the members elected to the House. No rule shall be suspended for the purpose
22 of any action affecting the passage of a bill or resolution carrying the force of law unless
23 the rule is suspended by a majority of the members elected to the House. Whenever a rule
24 is suspended, no measure shall be considered under suspension except the measure or
25 measures in whose favor the suspension was invoked, and only for that day.