

Committee Guidelines

Public Hearing

1. Chair calls committee to order – Read Bill
 - declares public hearing on bill # _____ Open for testimony
2. Bill sponsors called to testify
 - questions from committee
3. Chair calls for testimony by other public in attendance: Pros, then Cons
 - questions from committee
4. When no further speakers rise or time expires, chair closes public hearing

Committee Debate

1. Chair declares committee open to debate on bill #
2. Asks for a motion on what the committee recommendation ought to be
 - ought to pass, inexpedient to legislate, table, or amend
 - motion must receive a second
3. Debate proceeds pros and cons of the motion made in #1.
 - customary to begin with member who made the motion
 - if there is a motion to amend, debate moves immediately to that motion
4. Debate continues on original motion or amendment until there is a motion to close debate
(Move the previous question) and it's amended
5. Vote on Motion to close debate
 - if a majority of 2/3 votes in favor - debate is closed, proceeding to #6
 - if motion to close debate fails, debate remains open
6. If debate is closed, proceed immediately to vote on original motion (Chair restates motion)
7. If the majority vote in affirmative, motion carries
 - if motion fails, chair asks for immediate substitute motion and second, since committee must vote in the affirmative on its recommendation

Committee Action

1. Committee action is recorded on an official bill, along with any amendments passed by committee
2. Bill is reported out of a committee to House or Senate Clerk.
3. Repeat the process for next bill, recess, or adjourn.

