

28 in bills without a motion to amend, which technical corrections may be made either before or
29 following final passage of a bill;

30 (4) (a) supervise all House of Representatives personnel during the session and assign
31 them duties and responsibilities, including keeping a record of the attendance of all employees;

32 (b) provide that any employee who is absent without the written consent or subsequent
33 approval of the Speaker may not be paid for the day or days of absence;

34 (5) be the custodian of all official documents;

35 (6) receive from the Office of Legislative Research and General Counsel all numbered bills
36 and resolutions;

37 (7) record the number, title, sponsor, each action, and final disposition of every bill on the
38 bill backs;

39 (8) prepare and distribute the daily order of business each day;

40 (9) advise the Speaker on parliamentary procedure, constitutional requirements, and Joint
41 and House Rules;

42 (10) assist with amendments to bills;

43 (11) record votes and present the results to the Speaker;

44 (12) transmit to the Governor all enrolled House bills; and

45 (13) approve material for placement on the Representative's desks.

46 Section 2. **HR-22.10** is amended to read:

47 **HR-22.10. Voting.**

48 No person shall disturb or remain by the desks of the Chief Clerk of the House, Docket
49 Clerk, [Minute] Reading Clerk, Journal Clerk, Voting Machine Operator, or Public Address
50 System Operator while an electronic or roll call vote is being taken.

51 Section 3. **HR-23.08** is amended to read:

52 **HR-23.08. Final Certification of the Journal.**

53 The Chief Clerk of the House and the [Minute] Reading Clerk are responsible for the final
54 certification of the House Journal.

55 Section 4. **HR-25.12** is amended to read:

56 **HR-25.12. Action on Senate Bill.**

57 (1) When a Senate bill is received by the House with a [message] transmittal letter
58 informing the House that it has passed the Senate, the bill shall be read the first time and referred

59 by the Speaker to the House Rules Committee. Action on Senate bills is the same as for House
60 bills.

61 (2) If a Senate bill is identical to a House bill, the House Rules Committee shall identify
62 the bills and direct that the bill which was first requested from the Office of Legislative Research
63 and General Counsel shall be adopted at the direction of the House Rules Committee. Any
64 substitution shall be noted in the journal.

65 Section 5. **HR-25.15** is amended to read:

66 **HR-25.15. Concurrence Calendar.**

67 (1) (a) After the [communication] transmittal letter from the Senate informing the House
68 that the Senate has amended a House bill is read, the bill shall be placed on the concurrence
69 calendar.

70 (b) During the first 43 days of the annual general session, the bill shall remain on the
71 concurrence calendar for at least one legislative day before the House may consider the question
72 of concurrence.

73 (c) During the last two days of the annual general session, and during any special sessions,
74 the bill may be considered for concurrence after giving House members reasonable time to review
75 the Senate amendments.

76 (2) When presented to the House, the question shall be: "This bill (resolution) has been
77 read three times; the question is: Shall the House concur in the Senate amendments?"

78 Section 6. **HR-29.01** is amended to read:

79 **HR-29.01. Motions in Writing.**

80 All amendments to bills over 15 words shall be typewritten on pink paper and distributed
81 to the Chief Clerk, the [Minute] Docket Clerk, and all Representatives before the amendment is
82 proposed. All other motions except motions to adjourn, circle, table, or refer to committee shall
83 be written if requested by any Representative.

84 Section 7. **HR-35.01** is amended to read:

85 **HR-35.01. Executive Sessions.**

86 When a motion for executive session is adopted, the House chamber doors shall be closed.
87 The Speaker may require all persons, except the Representatives, Chief Clerk, [Minute] Docket
88 Clerk, and Sergeant-at-Arms to leave. During the discussion, everyone present shall remain within
89 the chamber. Everyone present shall keep all matters discussed in executive session confidential.

90 Section 8. **Effective date.**

91 This resolution takes effect upon approval by a constitutional majority vote of all members
92 of the House of Representatives.

Legislative Review Note
as of 11-29-99 4:55 PM

A limited legal review of this legislation raises no obvious constitutional or statutory concerns.

Office of Legislative Research and General Counsel