

FIRST REGULAR SESSION
HOUSE COMMITTEE SUBSTITUTE FOR
HOUSE RESOLUTION NO. 31
97TH GENERAL ASSEMBLY

0816H.03C

D. ADAM CRUMBLISS, Chief Clerk

RULES OF THE HOUSE OF REPRESENTATIVES
[96th] 97th GENERAL ASSEMBLY

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TIME OF MEETING

6 Rule 1. The time of meeting by the House, unless otherwise
7 ordered, shall be 10:00 a.m.

8

CONSTITUTIONAL MAJORITY DEFINED

9 Rule 2. The term "constitutional majority", as used herein,
10 shall mean eighty-two members of the House.

11

ORDER OF BUSINESS

12 Rule 3. The first of each day, after the House is called to
13 order, shall be employed as follows unless otherwise ordered by
14 the House:

15 (a) Prayer.

16 (b) Pledge of Allegiance to the American Flag.

17 (c) Order of Business:

18 (i) Reading and approval of the Journal of the
19 previous day's session.

20 (ii) Introduction and first reading of House Joint
21 Resolutions.

22 (iii) Introduction and first reading of House Bills.

23 (iv) Second reading of House Bills and Joint
24 Resolutions.

25 (v) Reports of regular standing committees.

26 (vi) Reports of special standing committees.

27 (vii) Bills, reports and other business on the table.

28 (viii) House Joint Resolutions to be perfected and
29 printed.

30 (ix) House Bills to be perfected and printed.

31 (x) Third reading of House Joint Resolutions.

32 (xi) Third reading of House Bills.

33 (xii) Messages from the Senate.

34 (xiii) First reading of Senate Joint Resolutions and
35 Senate Bills.

- 2 (t) House Appropriation Bills to be agreed to and placed
upon third reading and final passage - laid over informally.
- 3 (u) House Revision Bills to be agreed to and placed upon
4 third reading and final passage - laid over informally.
- 5 (v) House Bills - Federal Mandate to be agreed to and
6 placed upon third reading and final passage - laid over
7 informally.
- 8 (w) House Bills reported out of committee by consent and
9 placed upon the Consent Calendar for Perfection.
- 10 (x) House Bills perfected by consent to be agreed to and
11 placed upon third reading and final passage.
- 12 (y) Rules Committee Calendar, House Bills or Joint
13 Resolutions to be perfected and printed.
- 14 (z) Rules Committee Calendar, House Bills or Joint
15 Resolutions to be perfected and printed - laid over informally.
- 16 (aa) Rules Committee Calendar, House Bills or Joint
17 Resolutions to be agreed to and placed upon third reading and
18 final passage.
- 19 (bb) Rules Committee Calendar, House Bills or Joint
20 Resolutions to be agreed to and placed upon third reading and
21 final passage - laid over informally.
- 22 (cc) Rules Committee Calendar, Senate Bills or Joint
23 Resolutions to be agreed to and placed upon third reading and
24 final passage.
- 25 (dd) Rules Committee Calendar, Senate Bills or Joint
26 Resolutions to be agreed to and placed upon third reading and
27 final passage - laid over informally.
- 28 (ee) Senate Bills for second reading.
- 29 (ff) Senate Joint Resolutions for second reading.
- 30 (gg) Senate Bills for third reading and final passage.
- 31 (hh) Senate Joint Resolutions for third reading and final
32 passage.
- 33 (ii) Senate Revision Bills for third reading and final
34 passage.
- 35 (jj) Senate Bills - Federal Mandate for third reading and
36 final passage.
- 37 (kk) Senate Bills for third reading and final passage -
38 laid over informally.
- 39 (ll) Senate Joint Resolutions for third reading and final
40 passage - laid over informally.
- 41 (mm) Senate Revision Bills for third reading and final
42 passage - laid over informally.
- 43 (nn) Senate Bills - Federal Mandate for third reading and
44 final passage - laid over informally.
- 45 (oo) Senate Bills for third reading and final passage -
46 Consent Calendar.
- 47 (pp) Courtesy Resolutions Calendar.
- 48 (qq) House Resolutions and Concurrent Resolutions Calendar.

- (rr) Senate Concurrent Resolutions Calendar.
2 (ss) Bills in Conference.
3 (tt) House Bills with Senate Amendments.
4 (uu) House Bills taken from Committee, as provided by the
5 Constitution.
6 (vv) Such other calendars as deemed necessary.

7

FIRST AND SECOND READING OF BILLS

8 Rule 5. A bill shall be read the first time by journal entry of
9 the title of the bill on the legislative day of its filing. It
10 shall be second read on the following legislative day by journal
11 entry of the title of the bill. The reading of a bill by its
12 title shall be deemed sufficient reading unless the further
13 reading be called for. If the further reading be called for and
14 no objection made, the bill shall be read at length; if,
15 however, objection be made, the question shall be determined by
16 the majority of the members present.

17

ORDERS OF THE DAY

18 Rule 6. Upon recess or adjournment, the Majority Floor Leader
19 shall advise the entire membership of the business anticipated
20 to be conducted during the remainder of the legislative day and
21 during the next legislative day.

22

ELECTION OF OFFICERS

23

GENERALLY

24

Election; Oath; Compensation

25 Rule 7. The House shall elect by recorded vote the following
26 officers at the commencement of the first regular session of
27 each general assembly: its presiding officer, who shall be
28 called Speaker of the House, a Speaker Pro Tem, a Chief Clerk,
29 a Sergeant-at-Arms, a Doorkeeper and a Chaplain, who shall hold
30 office during all sessions until the convening of the succeeding
31 General Assembly, unless sooner removed by a vote of the
32 majority of the members. Each shall receive such compensation as
33 may be provided for by law. Each shall take an oath to support
34 the Constitution of the United States and of this State and to
35 faithfully demean himself or herself in office and to keep the
36 secrets of the House. Said oath shall be administered to the
37 Speaker and Speaker Pro Tem by a Judge of the Supreme Court,
38 Court of Appeals or a Circuit Court and by the Speaker to the
39 other officers. All other officers of the House shall be
40 appointed by, and serve at the pleasure of, the Speaker and
41 receive such compensation as provided by law.

SPEAKER

2 Speaker to Call Members to Order

3 Rule 8. The Speaker shall take the chair at the hour to which
4 the House has been adjourned and immediately call the members to
5 order, and on the appearance of a quorum, shall cause the
6 journal of the preceding day to be read (unless otherwise
7 ordered by the House), which may then be corrected by the House.

8 Parliamentary Rulings; Referral to Parliamentary Committee

9 Rule 9. Parliamentary rulings may be made only by the Speaker or
10 the Speaker Pro Tem. At their option or at the request from a
11 member of the Parliamentary Committee they may refer points of
12 order to the Parliamentary Committee for an advisory opinion. In
13 their absence rulings shall be made by a parliamentary
14 committee. The Committee on Parliamentary Procedure shall be
15 composed of the Speaker, the Majority Floor Leader and the
16 Minority Floor Leader, or their designees. No member who is
17 temporarily in the Chair may rule on points of order, except the
18 Speaker or Speaker Pro Tem, until and unless the Parliamentary
19 Committee has been called and ruled. It shall be the duty of the
20 temporary Speaker to call said Parliamentary Committee at the
21 time the point of order is raised and before any discussion on
22 said point of order takes place. It shall be at the Speaker's
23 discretion whether members may speak on points of order.

24 Speaker May Speak on Points of Order

25 Rule 10. The Speaker may speak on points of order in preference
26 to any other member, arising from his/her seat for that purpose,
27 and shall decide questions of order, subject to an appeal to the
28 House, upon which appeal no member shall speak more than once,
29 except by leave of the House. No member shall inquire of another
30 member nor debate with other members on points of order but
31 shall address his/her remarks only to the chair.

32 Appeal from a Ruling of the Chair

33 Rule 11. Should there be an appeal from any ruling of the chair,
34 the question, "Shall the chair be sustained?" shall be
35 immediately put and determined before the House proceeds to
36 other business.

Speaker Has General Supervision of Hall

2 Rule 12. The Speaker shall have general direction and
3 supervision of the House and shall preserve decorum and order in
4 the Hall.

5 Supervision of House Employees

6 Rule 13. The Speaker shall have general supervision and control
7 over all employees of the House.

8 Speaker May Substitute Member to Perform Duties

9 Rule 14. The Speaker may substitute any member to perform the
10 duties of the Chair in the absence of the Speaker Pro Tem.

11 Speaker Shall Sign Bills

12 Rule 15. The Speaker shall sign all bills, and perform all other
13 duties in relation thereto, as required by the Constitution.
14 He/she shall also sign all joint resolutions and addresses; and
15 all writs, warrants and subpoenas issued by order of the House
16 shall be under his/her hand, attested by the Chief Clerk.

17 Speaker May Clear Hall

18 Rule 16. In case of disturbance or disorderly conduct in the
19 lobbies or galleries, the Speaker, temporary Speaker or Chairman
20 of the Committee of the Whole House shall have power to order
21 the same cleared. They shall not, however, have the power to
22 remove members from the floor of the House, except by a majority
23 vote of those present.

24 Manner of Putting Questions

25 Rule 17. The Speaker shall rise to state and put questions.
26 Questions shall be in the following form: "As many as are in
27 favor (by electronic roll call) vote 'Aye'. As many as are
28 opposed (if by electronic roll call) vote 'No'". (Or if by voice
29 vote say "Aye" or "No.") If the Speaker doubts on a voice vote,
30 voting shall be ordered by electronic device. The Speaker may
31 require a recorded vote on any motion.

OTHER OFFICERS

2 Speaker Pro Tem

3 Rule 18. The Speaker Pro Tem shall perform the duties of Speaker
4 during the sickness or absence of the Speaker, except while some
5 member is discharging such duties as a substitute under Rule 14.

6 Chief Clerk

7 Rule 19. It shall be the duty of the Chief Clerk to serve also
8 as Chief Administrator of the House and to attend the House
9 during its sittings. The Chief Clerk, under the direction of the
10 Speaker, shall prepare and keep the House Journal and seasonably
11 record the proceedings of the House; keep regular files of House
12 papers; attest all writs, warrants and subpoenas issued by order
13 of the House; keep an account of all fines imposed by the House;
14 maintain a record of the members' attendance; keep an account of
15 the traveling and expense allowances of all the members;
16 transmit to the Senate messages, communications, copies and
17 documents of the House; keep a docket of proceedings on all
18 bills, resolutions and acts; and execute the commands of the
19 House from time to time.

20 Sergeant-at-Arms; Doorkeeper and Chaplain

21 Rule 20. (a) SERGEANT-AT-ARMS. It shall be the duty of the
22 Sergeant-at-Arms to attend the House during its sittings; to
23 execute the commands of the House from time to time, together
24 with such process issued by authority thereof as shall be
25 directed to him/her by the Speaker. He/she shall preserve order
26 in the galleries and lobby and keep the entry to the aisle
27 cleared during the session of the House.

28 (b) DOORKEEPER. It shall be the duty of the Doorkeeper,
29 subject to the orders of the Speaker, to attend the sittings of
30 the House. The Doorkeeper shall allow no person to come or
31 remain within the Hall or galleries except as are admitted by
32 the rules or orders of the House. He/she shall execute the
33 commands of the Speaker in relation to his/her duties and shall
34 obey such other orders as may be made by the House.

35 (c) CHAPLAIN. It shall be the duty of the Chaplain, or a
36 person designated by the Speaker, to attend at the commencement
37 of each day's sitting of the House, to open the sessions thereof
38 with a prayer, visit any member who may be sick, and to preach
39 in the Hall of the House of Representatives whenever requested
40 by a vote of the House.

Employees

2 Rule 21. The House may employ, and the Speaker appoint, such
3 employees as are necessary to perform the duties of the House.
4 No person shall be initially hired by the House of
5 Representatives who is related to any member of the House within
6 the fourth degree, by consanguinity or by affinity.

7

COMMITTEES

8

By Whom Appointed; Composition of Membership

9 Rule 22. All regular standing, conference, interim and statutory
10 committees shall be appointed by the Speaker who, when
11 appointing a committee, shall designate a member thereof as
12 chairman, designate another member as vice-chairman and
13 designate the total number of members to serve on each
14 committee, except the minority members of each regular standing
15 committee shall be appointed by the Minority Floor Leader. The
16 vice-chairman **or a designee of the chair** shall preside at all
17 committee meetings in the absence of the chairman. The Speaker
18 of the House, the Speaker Pro Tem, the Majority Floor Leader,
19 the Assistant Majority Floor Leader, the Majority Whip, the
20 Minority Floor Leader, the Assistant Minority Floor Leader and
21 the Minority Whip shall be ex-officio members of all committees
22 of the House, and the chair of the budget committee and one
23 member of said committee designated by the Minority Leader shall
24 be ex-officio members of all appropriations committees of the
25 House, for the purpose of a quorum and inquiry but shall have no
26 vote unless they are duly appointed members of said committee.
27 The membership of all regular standing committees and all other
28 committees and commissions, unless otherwise provided by the act
29 or resolution creating them, shall be composed as nearly as may
30 be, of majority and minority party members in the same
31 proportion as the number of majority and minority party members
32 in the House bears to the total membership of the House, except
33 for the Ethics Committee. The Ethics Committee shall consist of
34 an equal number of members from the majority and minority party.
35 The Speaker may appoint such special standing committees as
36 he/she deems necessary. Any special standing committee shall
37 have the authority and duties of a regular standing committee if
38 so designated by the Speaker. The Minority Floor Leader may make
39 recommendations to the Speaker regarding minority membership of
40 special standing committees. The Speaker may dissolve and/or
41 discharge the members of any conference, interim, or special
42 standing committee at any time and reappoint the members
43 thereof.

Time of Sitting

2 Rule 23. No committee shall meet except during those times so
3 designated by the Speaker. No committee shall sit during the
4 session of the House without leave of the House.

5 The Regular Standing Committees Enumerated

6 Rule 24. The regular standing committees of the House shall be
7 as follows:

- 8
9 1. Administration and Accounts.
10 2. Agriculture Policy.
11 3. Agri-Business.
12 4. Appropriations - Agriculture and Natural Resources.
13 5. Appropriations - Education.
14 6. Appropriations - General Administration.
15 7. Appropriations - Health, Mental Health and Social Services.
16 **8. Appropriations - Infrastructure and Job Creation.**
17 [8.] 9. Appropriations - Public Safety and Corrections.
18 [9.] **10. Appropriations - Revenue, Transportation, and Economic**
19 **Development.**
20 [10.] 11. Budget.
21 [11.] **12. Children [and Families] , Families, and Persons with**
22 **Disabilities.**
23 [12.] 13. Corrections.
24 [13.] 14. Crime Prevention and Public Safety.
25 [14.] 15. Downsizing State Government.
26 [15.] 16. Economic Development.
27 [16.] 17. Elections.
28 [17.] 18. Elementary and Secondary Education.
29 [18.] 19. Emerging Issues in [Animal] Agriculture.
30 [19.] 20. Ethics.
31 [20.] 21. Financial Institutions.
32 [21.] 22. Fiscal Review.
33 [22.] 23. General Laws.
34 **24. Government Oversight and Accountability.**
35 [23.] 25. Health Care Policy.
36 [24.] 26. Health Insurance.
37 [25.] 27. Higher Education.
38 [26.] 28. Insurance Policy.
39 [27.] 29. International Trade [and Job Creation].
40 [28.] 30. Judiciary.
41 [29.] 31. Local Government.
42 [30.] 32. Professional Registration and Licensing.
43 [31.] 33. Retirement.

- [32.] **34.** Rules.
2 [33. Rural Community Development.]
3 [34.] **35.** Small Business.
4 [35. Tax Reform.]
5 36. Tourism and Natural Resources.
6 37. Transportation.
7 [38. Transportation Funding and Public Institutions.]
8 [39.] **38.** Urban Issues.
9 [40.] **39.** Utilities.
10 [41.] **40.** Veterans.
11 [42.] **41.** Ways and Means.
12 [43.] **42.** Workforce Development and Workplace Safety.

13 Duties of the Regular Standing Committees

14 Rule 25. (1) Administration and Accounts.

15 (a) *Duties generally.* The Committee on Administration and
16 Accounts shall superintend and have sole and complete control of
17 all financial obligations and business affairs of the House
18 except those employees appointed by or assigned to the Speaker,
19 or assigned to the Budget Committee Chair, the Speaker Pro Tem,
20 the Majority Floor Leader, the Minority Floor Leader and the
21 Officers of the House. The committee shall provide for the
22 receiving and receipt of all supplies, equipment and furnishings
23 purchased for the account of the House, and shall further
24 provide for the use and distribution thereof.

25 (b) *Funds for operation of member's individual offices.* The
26 committee shall also prescribe rules governing the expenditure
27 of funds allotted to individual members for the operation of
28 their offices. Such rules shall be applied equally to, and shall
29 require the equal treatment of, all members with regard to the
30 expenditure of such funds. Subject to such rules, each member
31 shall have discretion to expend such funds, for the use of his
32 or her office, without the approval of the committee.

33 (c) *Allotment of offices, chamber seats and parking spaces.*
34 Each member shall be allotted his or her own office, chamber
35 seat and parking assignment. The committee shall assign all
36 offices, chamber seats, and parking spaces under its control and
37 reserved for members. The committee may make assignments to the
38 party caucuses for those caucuses to assign to their respective
39 members. The House officers, the floor leaders and assistant
40 floor leaders of each party, the Budget Committee Chair, and the
41 chairman and ranking minority member of the Administration and
42 Accounts Committee, without respect to the seniority of those
43 members, shall have priority with respect to such assignments
44 within their respective caucuses.

45 (d) *Duties of the Chief Clerk in Respect to Committee.* The
46 Chief Clerk of the House may be authorized to act for the

committee, but only in the manner and to the extent as may have
2 been previously authorized by the committee. Such authorization
3 shall be entered in the minutes of the committee. The Chief
4 Clerk shall maintain financial records for the House of
5 Representatives in accordance with generally accepted accounting
6 principles. The Chief Clerk of the House shall keep a detailed
7 accounting of all transactions and shall furnish each member of
8 the committee and the Speaker with a copy of such account on a
9 quarterly basis.

10 **(e) *Issue Development Standing Committees.* The committee**
11 **may approve and prescribe regulation of Issue Development**
12 **Standing Committees. Any group of House members may seek the**
13 **designation of an Issue Development Standing Committee by**
14 **applying to the Administration and Accounts Committee Chair. The**
15 **application shall include the issue of study and the proposed**
16 **members of the committee. All findings and recommendations of**
17 **the approved committees shall be forwarded to the Administration**
18 **and Accounts Committee Chair. All approved Issue Development**
19 **Standing Committees shall be afforded the same rights and**
20 **privileges as a regular standing committee.**

21 (2) *The Committee on Agriculture Policy.* The Committee on
22 Agriculture Policy may consider and report upon bills and
23 matters referred to it relating to the protection, promotion and
24 encouragement of agriculture in this state.

25 (3) *Committee on Agri-Business.* The Committee on Agri-
26 Business may consider and report upon bills and matters referred
27 to it relating to the protection, promotion and encouragement of
28 agri-business in the state.

29 (4) *The Committee on Appropriations - Agriculture and*
30 *Natural Resources.* The Committee on Appropriations - Agriculture
31 and Natural Resources shall report to the Budget Committee upon
32 all bills, measures, and questions referred to it by the Budget
33 Committee pertaining to the appropriations and disbursements of
34 public money for the funding of the Department of Agriculture,
35 the Department of Natural Resources and the Department of
36 Conservation.

37 (5) *The Committee on Appropriations - Education.* The
38 Committee on Appropriations - Education shall report to the
39 Budget Committee upon all bills, measures, and questions
40 referred to it by the Budget Committee pertaining to the
41 appropriations and disbursements of public money for the funding
42 of the Department of Elementary and Secondary Education and the
43 Department of Higher Education.

44 (6) *The Committee on Appropriations - General*
45 *Administration.* The Committee on Appropriations - General
46 Administration shall report to the Budget Committee upon all
47 bills, measures, and questions referred to it by the Budget

Committee pertaining to the appropriations and disbursements of public money for the funding of the Public Debt, Elected Officials, Office of Administration, the General Assembly, [the Department of Revenue,] the Judiciary and the Public Defender.

(7) *The Committee on Appropriations - Health, Mental Health and Social Services.* The Committee on Appropriations - Health, Mental Health and Social Services shall report to the Budget Committee upon all bills, measures, and questions referred to it by the Budget Committee pertaining to the appropriations and disbursements of public money for the funding of the Department of Health and Senior Services, the Department of Mental Health and the Department of Social Services.

(8) ***The Committee on Appropriations - Infrastructure and Job Creation.*** The Committee on Appropriations - Infrastructure and Job Creation shall report to the Budget Committee upon all bills, measures, and questions referred to it by the Budget Committee pertaining to the appropriations and disbursements of public money for the funding of infrastructure and job creation.

[(8)] (9) *The Committee on Appropriations - Public Safety and Corrections.* The Committee on Appropriations - Public Safety and Corrections shall report to the Budget Committee upon all bills, measures, and questions referred to it by the Budget Committee pertaining to the appropriations and disbursements of public money for the funding of the Departments of Public Safety and Corrections.

[(9)] (10) *The Committee on Appropriations - Revenue, Transportation, and Economic Development.* The Committee on Appropriations - Revenue, Transportation, and Economic Development shall report to the Budget Committee upon all bills, measures, and questions referred to it by the Budget Committee pertaining to the appropriations and disbursements of public money for the funding of the Department of Transportation, the Department of Economic Development, **the Department of Revenue,** the Department of Insurance and the Department of Labor and Industrial Relations.

[(10)] (11) *The Committee on Budget.*

(a) The Committee on Budget shall have the responsibility of filing all appropriations bills, assigning of those bills to the appropriate appropriations committees and shall report upon all bills recommended to it by the respective appropriation committee and any other bills, measures, or questions referred to it pertaining to the appropriation and disbursement of public money.

(b) *Other duties.* The Committee may consider and report upon any bill or resolution referred to it which, in the opinion of the Speaker, merits special consideration. The Committee may also consider and report upon bills and matters referred to it

relating to the reorganization, consolidation and abolition of boards, bureaus, commissions and other offices and buildings of the state, including the Division of Facilities Management, Design and Construction, the capitol grounds and the state and legislative library. The Committee is empowered to study and investigate the efficiency and economy of all branches of Government including the possible existence of fraud, misfeasance, malfeasance, collusion, mismanagement, incompetence, corruption, waste, conflicts of interests and the improper expenditure of Government funds in transactions, contracts and activities of Government or Government officials and employees. The Committee is authorized to hold hearings, sit and act at any time or place within the State of Missouri during the recess and adjournment periods of the House, administer oaths, and take testimony, either orally or by sworn written statement. If the Committee, after hearing, and upon findings incorporated in a report, deems that a particular activity, bureau, agency, committee, commission, department or any other entity of state government should be discontinued, it shall report such finding to the House for further action by the House. The Committee shall also consider and report upon bills and matters referred to it relating to the efficiency of government in the state.

[(11)] **(12)** *The Committee on Children [and Families] , Families, and Persons with Disabilities.* The Committee on Children [and Families] , **Families, and Persons with Disabilities** may consider and report upon bills and matters referred to it relating to the Department of Social Services, the Department of Health and Senior Services, and other matters relating to the fostering and promotion of children [and families] , **families, and persons with disabilities** in this state.

[(12)] **(13)** *The Committee on Corrections.* The Committee on Corrections may consider and report upon bills and matters referred to it relating to adult and juvenile penal and correctional problems, the administration of correctional institutions, and the state penitentiary.

[(13)] **(14)** *The Committee on Crime Prevention and Public Safety.* The Committee on Crime Prevention and Public Safety may consider and report upon bills and matters referred to it relating to criminal laws, law enforcement and public safety matters.

[(14)] **(15)** *The Committee on Downsizing State Government.* The Committee on Downsizing State Government may consider matters referred to it relating to reducing the size of state government and its programs.

2 [[15)] **(16)** *The Committee on Economic Development.* The
3 Committee on Economic Development may consider matters referred
4 to it relating to commerce, industrial growth, expansion, and
5 development.

6 [[16)] **(17)** *The Committee on Elections.* The Committee on
7 Elections may consider and report upon bills and matters
8 referred to it relating to elections and election contests
9 involving members of the House.

10 [[17)] **(18)** *The Committee on Elementary and Secondary*
11 *Education.* The Committee on Elementary and Secondary Education
12 may consider and report upon bills and matters referred to it
13 relating to elementary and secondary education and life-long
14 learning in this state, including teachers, financing, property,
15 indebtedness and curriculum.

16 [[18)] **(19)** *The Committee on Emerging Issues in [Animal]*
17 *Agriculture.* The Committee on Emerging Issues in [Animal]
18 Agriculture may consider matters referred to it relating to the
19 production, processing, selling, marketing, and distribution of
20 animals, livestock, and poultry in the agricultural industry.

21 [[19)] **(20)** *The Committee on Ethics.* The Committee on
22 Ethics may consider and report upon complaints referred to it
23 relating to a member of the House involving the commission of a
24 crime, misconduct, willful neglect of duty, corruption in office
25 or other complaints relating to the ethical conduct of a member.
26 The committee is authorized to sit and act at any time or place
27 within the State of Missouri during the recess and adjournment
28 periods of the House, administer oaths, and take testimony,
29 either orally or by sworn written statement.

30 [[20)] **(21)** *The Committee on Financial Institutions.* The
31 Committee on Financial Institutions may consider and report upon
32 bills and matters referred to it relating to banks, banking,
33 savings and loans, credit unions, and other financial
34 institutions.

35 [[21)] **(22)** *The Committee on Fiscal Review.* The Committee
36 on Fiscal Review shall consider any bill which requires net
37 additional expenditures of state money in excess of \$100,000 or
38 which reduces net state revenue by more than \$100,000 in any of
39 the three fiscal years immediately following the effective date
40 of the bill. Any such House bill, after having been perfected
41 and ordered printed by the House, shall be referred to the
42 Committee on Fiscal Review for its consideration prior to the
43 bill's submission to the House for third reading and final
44 passage. Any House bill with Senate amendment(s) or any House
45 bill with a Senate substitute which requires net additional
46 expenditure of state money in excess of \$100,000 or which
47 reduces net state revenue by more than \$100,000 in any of the
three fiscal years immediately following the effective date of

the bill shall be referred to the Committee on Fiscal Review for its consideration prior to the bill's submission to the House. Any such Senate bill, after having been approved by the regular or special standing committee to which it was referred, shall be referred to the Committee on Fiscal Review for its consideration prior to its submission to the House for third reading and final passage. Any Senate or House bill amended so as to increase net expenditures or reduce net revenues shall, upon timely motion adopted by the members, be referred to the Committee on Fiscal Review. Such motion shall only be timely for a House bill when the sponsor or handler of the House bill moves that the bill be Third Read and passed and before the Speaker restates that motion. The primary sponsor or, in the case of a Senate bill, the floor handler of a bill referred to the Committee on Fiscal Review shall be entitled to a hearing on the bill but such hearing shall be limited to the reception of testimony by the primary sponsor or floor handler, as the case may be, in person and none other, without leave of the committee Chair. For the purposes of this rule, "net" is defined as the sum of revenues and expenditures, after reductions and increases brought about by a bill have been calculated. The Committee on Fiscal Review may, with the consent of the House sponsor or floor handler, amend an effective date onto any bill referred to the Committee.

[(22)] **(23)** *The Committee on General Laws.* The Committee on General Laws may consider matters referred to it relating to general or miscellaneous issues as determined by the Speaker of the House.

(24) The Committee on Government Oversight and Accountability. The Committee on Government Oversight and Accountability may consider and report on bills and matters referred to it relating to the oversight of government programs and policies and to ensure accountability of the executive and judicial branches of government.

[(23)] **(25)** *The Committee on Health Care Policy.* The Committee on Health Care Policy may consider and report upon bills and matters referred to it relating to the health care of the citizens of the State, including mental health, and the Departments of Health and Mental Health. The Committee may also consider and report on bills and matters referred to it relating to Medicaid and related matters.

[(24)] **(26)** *The Committee on Health Insurance.* The Committee on Health Insurance may consider and report upon bills and matters referred to it relating to insurance coverage for health and medical issues.

[(25)] **(27)** *The Committee on Higher Education.* The Committee on Higher Education may consider and report on bills and matters referred to it related to higher education,

including matters relating to financing, facilities, staff, curriculum and related matters.

3 [(26)] (28) *The Committee on Insurance Policy.* The Committee on Insurance Policy may consider and report upon bills and matters referred to it relating to insurance, insurance companies and the Department of Insurance.

7 [(27)] (29) *The Committee on International Trade [and Job Creation].* The Committee on International Trade [and Job Creation] may consider and report upon bills and matters referred to it relating to international commerce and development [and the creation and retention of jobs].

12 [(28)] (30) *The Committee on Judiciary.* The Committee on Judiciary may consider and report upon bills and matters referred to it relating to the judicial branch of the State and the practices and procedures of the courts of this State, and on matters pertaining to civil and administrative laws and procedures, and on matters relating to the ethics of public officials.

19 [(29)] (31) *The Committee on Local Government.* The Committee on Local Government may consider and report upon bills and matters referred to it relating to counties, cities, towns, villages, other political subdivisions of the State and local government generally.

24 [(30)] (32) *The Committee on Professional Registration and Licensing.* The Committee on Professional Registration and Licensing may consider and report upon bills and matters referred to it relating to the licensing of professionals in this state and consumer protection issues.

29 [(31)] (33) *The Committee on Retirement.* The Committee on Retirement may consider and report upon bills and matters referred to it relating to the retirement and pensions of state and local officials and employees and senior citizen issues generally.

34 [(32)] (34) *The Committee on Rules (a) Duties generally.* The Committee on Rules shall formulate and present for consideration the rules of the House; shall consider and report upon all propositions to amend or change the rules, which propositions shall stand referred without reading or consideration and without discussion, explanation, or debate to the Committee on Rules, and upon any bill which merits special consideration.

42 (b) *Duties related to printing and proofing bills.* The Committee shall supervise the printing of all bills ordered perfected and printed, assuring that procedures are followed in which all amendments to every such bill are incorporated therein before the bill is printed and that the printed copies of the bill on the desks of the members are true and accurate copies of

the bill as ordered perfected and printed. The Committee shall
2 also supervise the printing of all bills which are truly agreed
3 and finally passed, assuring that procedures are followed in
4 which every bill is a true copy of the bill as passed with
5 clerical errors corrected.

6 (c) *Duties relating to the issuance of courtesy*
7 *resolutions.* A courtesy resolution is a non-controversial
8 resolution in the nature of congratulations on the birth of a
9 child, celebration of a wedding anniversary, congratulations of
10 an outstanding citizen achievement or a similar event which is
11 in the practice and procedure of the House to consider as a
12 courtesy resolution. While the House is in session, the
13 resolutions that have been issued under the supervision of the
14 Committee shall be printed in the House Journal by number. Any
15 resolution that is not a courtesy resolution shall require
16 action by the House as provided for by the House Rules.

17 (d) *Petition to remove from perfection calendar.* Upon
18 petition of two-thirds (2/3) of the regular standing committee
19 chairmen recommending a House Bill or Joint Resolution be
20 removed from the regular perfection calendar and placed on the
21 Rules Committee Calendar to be perfected and printed, the
22 Committee on Rules shall have authority to consider and remove
23 any House Bill or Joint Resolution from the regular perfection
24 calendar and place it upon the Rules Committee Calendar, House
25 Bills or Joint Resolutions to be perfected and printed. And any
26 bill so placed upon said calendar shall, after being perfected
27 and printed, be placed upon the Rules Committee Calendar, House
28 Bills or Joint Resolutions to be agreed to and placed upon third
29 reading and final passage.

30 (e) *Petition to remove from third reading calendar.* Upon
31 petition of two-thirds (2/3) of the regular standing committee
32 chairmen, the Committee on Rules shall have the authority to
33 consider and remove any Senate Bill or Joint Resolution from the
34 regular third reading calendar and place it upon the Rules
35 Committee Calendar, Senate Bills or Joint Resolutions to be
36 agreed to and placed upon third reading and final passage. The
37 Committee has the privilege of reporting at any time and the
38 consideration of its report shall have precedence over all other
39 business. Any bill placed upon the Rules Committee Calendar,
40 House Bills or Joint Resolutions to be perfected and printed, by
41 the Committee on Rules may be recommitted to the same committee
42 by a Constitutional majority of the elected members, and if this
43 occurs the bill shall be returned to its place on the Perfection
44 Calendar from which it had been removed.

45 (f) *Review of Bills Reported from Regular Standing or*
46 *Special Standing Committees.*

47 1. Whenever a committee reports a bill with a
48 recommendation that it "Do Pass" or "Without Recommendation",

the bill shall stand automatically referred to the Committee on
2 Rules. The Committee on Rules is hereby authorized to:

3 a. Report the bill "Do Pass" to the House without a
4 limitation on time of debate on the bill or amendments.

5 b. Report the bill "Do Pass" to the House with a limitation
6 on the time of debate.

7 c. Send the bill back to the originating committee in the
8 form as originally referred by the Speaker.

9 When the Committee on Rules sends the bill back to the
10 originating committee, that committee may amend the bill and
11 report the bill again without the need to reconsider the initial
12 vote by which the committee voted the bill "Do Pass".

13 2. When a bill is automatically referred to the Committee
14 on Rules with a recommendation that it "Do Pass - Consent", the
15 Rules Committee shall review the bill for the purpose of
16 determining whether or not it should have "consent" status. The
17 Committee on Rules may decide, by a majority of those present,
18 whether or not to place the bill on the appropriate "Consent"
19 calendar. When the Committee on Rules declines to place the bill
20 on the appropriate "Consent" calendar, it may consider whether
21 or not to report the bill to the House with a "Do Pass"
22 recommendation, without "consent" status. The authority of the
23 Committee on Rules with respect to limiting debate shall apply
24 to bills reported by it as "Do Pass - Consent".

25 3. When a bill is automatically referred to the Committee
26 on Rules with a recommendation that it "Do Pass - Federal
27 Mandate", the Committee on Rules shall review the bill for the
28 purpose of determining whether or not it should have "federal
29 mandate" status. The Committee on Rules may decide, by a
30 majority of those present, whether or not to place the bill on
31 the appropriate "Federal Mandate" calendar. When the Committee
32 on Rules declines to place the bill on the appropriate "Federal
33 Mandate" calendar, it may consider whether or not to report the
34 bill to the House with a "Do Pass" recommendation, without
35 "federal mandate" status. The authority of the Committee on
36 Rules with respect to limiting debate shall apply to bills
37 reported by it as "Do Pass - Federal Mandate".

38 4. When the Rules Committee shall place a limitation on the
39 time of floor debate on a bill, or on amendments, such time
40 shall be divided equally between, and controlled by, the floor
41 handler of the bill and the floor leader of the political party
42 other than that of the floor handler, or their respective
43 designee(s). The floor handler shall always have the right to
44 have the final one minute of designated time. If time has been
45 allocated and unused by either side and no member from that side
46 is seeking recognition, the Speaker may declare additional time
47 waived and recognize the members of the other side to complete

use of their time. Nothing in this rule shall entitle any member
2 to speak longer than the House Rules otherwise allow.

3 5. In reviewing bills automatically referred to it from
4 another committee, the Committee on Rules may, but is not
5 required to, take such testimony as it deems appropriate to make
6 its decisions. The committee shall not amend any bill that was
7 not initially referred to the Committee on Rules.

8 (g) When a committee has reported a bill "Do Pass" with
9 committee amendment(s), the Committee on Rules shall take such
10 action as it deems proper on the entire package of the bill with
11 committee amendment(s) as though the committee amendment(s) were
12 already incorporated into the bill.

13 (h) If the Committee on Rules is the original committee to
14 which a bill is referred, when the Committee reports such bill
15 "Do Pass" or "Without Recommendation", such bill shall not be
16 subject to the automatic referral referenced in Rule 25[(32)]
17 **(34)** (f)1. above. However, in reporting such bill, the Committee
18 on Rules may take any action on such bill as though the bill
19 were referred to it after a "Do Pass" or "Without
20 Recommendation" report from another committee.

21 [(33) *The Committee on Rural Community Development.* The
22 Committee on Rural Community Development may consider and report
23 upon bills and matters referred to it relating to policies to
24 improve communities and the quality of life of citizens located
25 outside of metropolitan areas and larger cities of the state.]

26 [(34)] **(35)** *The Committee on Small Business.* The Committee
27 on Small Business may consider and report upon bills and matters
28 referred to it relating to the establishment, growth,
29 development, expansion, retention, and operations of small
30 businesses in the State.

31 [(35) *The Committee on Tax Reform.* The Committee on Tax
32 Reform may consider and report upon bills and matters referred
33 to it relating to reforming and equalizing the state tax code
34 and its burden on taxpayers of this state.]

35 (36) *The Committee on Tourism and Natural Resources.* The
36 Committee on Tourism and Natural Resources may consider and
37 report upon bills and matters referred to it relating to the
38 Department of Natural Resources, the Department of Conservation,
39 fish and game laws of this state, preservation and protection of
40 the natural resources of this state, development and promotion
41 of travel, tourism, recreation, the arts, and cultural affairs.

42 (37) *The Committee on Transportation.* The Committee on
43 Transportation may consider and report upon bills and matters
44 referred to it relating to the Department of Transportation, all
45 means of transportation, including roads, highways, bridges,
46 ferries, airports, railroads and other means of transportation.
47 The Committee may also consider and report upon bills and

1 matters referred to it relating to motor vehicles and traffic
2 regulations.

3 [(38)] *The Committee on Transportation Funding and Public*
4 *Institutions.* The Committee on Transportation Funding and Public
5 Institutions may consider and report upon bills and matters
6 referred to it relating to the funding of public and private
7 transportation infrastructure and resources of this state and
8 issues related to state hospitals, charitable institutions, and
9 other state properties.]

10 [(39)] **(38)** *The Committee on Urban Issues.* The Committee
11 on Urban Issues may consider and report upon bills and matters
12 referred to it relating to urban and metropolitan areas of this
13 state.

14 [(40)] **(39)** *The Committee on Utilities.* The Committee on
15 Utilities may consider and report upon bills and matters
16 referred to it relating to the development, uses and regulation
17 of utilities, communications and technology and the development,
18 use and conservation of energy and other energy-related
19 concerns, environmental impact and pollution and public health
20 and safety as it relates to the issue of energy.

21 [(41)] **(40)** *The Committee on Veterans.* The Committee on
22 Veterans may consider and report upon bills and matters referred
23 to it relating to terrorism and security against terrorism;
24 veterans affairs and the promotion and strengthening of states
25 rights and military and naval affairs of the State.

26 [(42)] **(41)** *The Committee on Ways and Means.* The Committee
27 on Ways and Means may consider and report upon bills and matters
28 referred to it relating to the taxes of the State, tax credits,
29 revenue and public debt of the State, and the interest thereon,
30 and the administration of taxation and revenue laws. The
31 Committee may also inquire into and suggest to the House such
32 changes, if any, that should be made in respect to existing
33 sources of revenue and such new sources of revenue, if any, that
34 in the judgment of the Committee should be considered by the
35 House. The Committee may also inquire into and suggest to the
36 House such changes, if any, that should be made in respect to
37 eliminating any existing sources of revenue, if any, that in the
38 judgment of the Committee should be considered by the House.

39 [(43)] **(42)** *The Committee on Workforce Development and*
40 *Workplace Safety.* The Committee on Workforce Development and
41 Workplace Safety may consider and report upon bills and matters
42 referred to it relating to employment, labor, and workplace
43 safety.

44 Duties of Committee Chair; Committee Organization
45 Rule 26. (a) *Duty to preside.* It is the duty of the chair to
46 preside at all sessions of the committee. In the absence of the

chair, the vice-chair of the committee **or a designee of the chair** shall preside[, and in his/her absence, a member appointed by the chair].

(b) *Duty to maintain minute book.* The chair shall see that a minute book is kept for his/her committee. The minute book shall contain the attendance and voting records of the committee members, a brief statement of the business that comes before the committee, the names of the persons and witnesses appearing before the committee and what side of a proposition they appeared on behalf of at the committee hearing, or if the appearance was informational in nature and neither for or against the proposition. The Chief Clerk shall be the repository of the minute book after each session of the general assembly and shall submit the same to the Secretary of State prior to the next regular session.

(c) *Duty to preserve order.* The chair, while the committee is in session, shall preserve order and decorum in and adjacent to the committee room and shall conduct all hearings in accordance with the Rules of the House including the provisions that relate to decorum, debate and dress code. The chair may punish breaches of order and decorum by censure and exclusion from the hearings.

(d) *Bills, reports and other documents.* The chair shall have custody of all bills, papers and other documents referred to the committee and shall make reports authorized by the committee and submit the same to the House without delay.

(e) *When a bill fails.* Whenever a motion that a bill "Do Pass" shall fail, or if there be an even division on the question, the chair shall report said bill back to the House "Do Not Pass" unless said bill is otherwise disposed of by another motion.

(f) When a motion has been decided by a committee, any member voting on the prevailing side may move to reconsider the vote provided that: (I) the chair still has possession of the bill; and (ii) the motion to reconsider is made on the same day on which the motion was decided or at the next day on which the committee convenes with a quorum present at a properly scheduled meeting at which the original motion would be in order. A majority of the members appointed to the committee is required to sustain any motion to reconsider. The motion to reconsider shall be a recorded vote.

Committee Hearings

Rule 27. All bills afforded a committee hearing shall be considered by giving the sponsor or handler, the proponents, the opponents, and those testifying for informational purposes a reasonable opportunity to be heard. Persons addressing the committee must keep their remarks to the point and avoid

repetition and are subject to call to order by the chair for
2 failure to do so. In the discretion of the committee chair, the
3 length of time allowed one speaker or questioner may be limited.

4 Quorum

5 Rule 28. A majority of all committees of 30 or less, and 15
6 members of all committees consisting of more than 30 members,
7 shall constitute a quorum for the transaction of business.

8 Meetings - How Announced

9 Rule 29. Announcement of all meetings of committees shall
10 include a statement of all matters to be considered at the
11 meeting, shall include the bill or resolution numbers to be
12 considered and shall be entered in the journal prior to the day
13 on which the meeting is to take place. Such journal entry shall
14 reflect the date, time and location of the meeting.

15 The chair of each committee shall give written notice of
16 the time, date, place and agenda of the meetings, including
17 executive sessions, of his/her committee and each committee
18 having matters pending before it shall hold a meeting at such
19 time, date and place unless excused by the Speaker of the House.
20 Notice shall be given at least one legislative day in advance of
21 the committee meeting. Notice may be reduced to 24 hours by
22 unanimous consent of all members of the committee, whether in
23 attendance or not. Notice shall never be less than 24 hours. All
24 notices shall include posting of the notice on the bulletin
25 board outside the Speaker's office.

26 Committees shall comply with the requirements of the
27 statutes pertaining to open meetings.

28 Committee Substitutes

29 Rule 30. No bill or substitute may be taken up for consideration
30 by a committee unless said bill or substitute shall have been
31 distributed to the members of the committee at least one
32 legislative day in advance of said consideration. This rule may
33 be waived by unanimous consent of all members of the committee,
34 whether in attendance or not. Failure to take the bill up for
35 consideration at the designated time requires that the one
36 legislative day notice be given again before it is taken up for
37 consideration.

38 Other Duties

39 Rule 31. Each committee, in addition to the duty above
40 prescribed, shall perform such other duties as may be required
41 by the House. If it shall become necessary to compel the
42 presence of any person before a committee, **the production of**
43 **records or documents**, or to receive sworn testimony before a
44 committee, a subpoena may be issued under the hand of the

Speaker as provided by law and an oath or affirmation may be
2 administered by the chair of the committee as provided by law.

3 Attendance

4 Rule 32. The secretary of each committee shall keep a record of
5 the attendance of each committee meeting in the minute book of
6 the committee, which shall be available to any person upon
7 request. Any member of a committee absent, without good cause,
8 from three consecutive meetings of the committee, as shown by
9 the records of the committee, may be dropped therefrom by a
10 statement to that effect entered into the House Journal by the
11 Speaker. The roll shall be recorded by the chair or secretary of
12 a committee at each meeting.

13 Minority Views

14 Rule 33. The minority of a committee may not make a report or
15 present to the House an alternative report, but has the right to
16 file views to accompany the report.

17 Committee Relieved of Bill - When

18 Rule 34. No bill shall be taken away from any regular standing
19 committee or special standing committee of the House, as
20 provided by the Constitution, until after ten legislative days
21 have expired after referral to the committee by the Speaker.
22 Pursuant to the Constitution, one-third of the members of the
23 House shall have the power to relieve a committee of any bill.
24 Such power may be exercised by filing a petition to that effect
25 with the Chief Clerk of the House. Upon receipt of said petition
26 containing the signatures of at least 55 members, the Chief
27 Clerk shall publish said petition in the Journal and place the
28 discharged bill upon the regular calendar of House Bills taken
29 from Committee, as provided by the Constitution.

30 Election Contest

31 Rule 35. Whenever there shall be filed with the Speaker a notice
32 of contest of the election of a member of the House, he/she
33 shall refer the same, without discussion, either to the regular
34 standing Committee on Elections or a special standing committee
35 appointed to hear the matter. Said committee shall examine the
36 timeliness and sufficiency of the notice, the depositions and
37 other documents submitted and report to the House its
38 recommendations, whereupon the House shall act by resolution to
39 sustain or reject the committee recommendations.

40

Ethics Committee

2 Complaints of Ethical Misconduct

3 Rule 36. (a) The Speaker shall appoint a Committee on Ethics and
4 name the committee's chair. The Minority Floor Leader shall name
5 the committee's vice-chair and minority members. The committee
6 shall have an equal number of members of the majority and
7 minority party.

8 (b) The committee may consider and report upon complaints
9 referred to it relating to a member of the House involving the
10 commission of a crime, misconduct, willful neglect of duty,
11 corruption in office or other complaints relating to the ethical
12 conduct of a member. The committee is authorized to sit and act
13 at any time or place within the State of Missouri during the
14 recess and adjournment periods of the House, administer oaths,
15 and take testimony, either orally or by sworn written statement.

16 (c) Within 20 calendar days of the commencement of the
17 first regular session of each general assembly, the Committee on
18 Ethics shall adopt Rules of Procedure for the investigation of
19 complaints of ethical misconduct referred to it involving a
20 member of the House. The proposed Rules of Procedure shall be
21 filed by the committee in the form of a House Resolution with
22 the Clerk of the House, reported in the Journal, and placed on
23 the House Resolutions Calendar.

24 (d) Upon receipt of a complaint, in writing and under oath,
25 of ethical misconduct by a member of the House made by another
26 member, the Speaker shall refer the same, within 10 days,
27 without discussion, to the Committee on Ethics. The complaint
28 shall be confidential. The Committee shall examine the
29 sufficiency of the complaint, and proceed to conduct an
30 investigation as provided in the Committee's Rules of Procedure,
31 if a majority of the Committee appointed so votes upon a roll
32 call. When a motion to proceed to conduct an investigation fails
33 on a recorded vote, the complaint shall be immediately
34 dismissed.

35 (e) At the conclusion of the investigation, the Committee
36 shall report its findings, conclusions, and recommendations to
37 the House, whereupon the House shall act by resolution to
38 sustain or reject the Committee recommendations. The Committee
39 may recommend that the House expel the member as provided in
40 Article III, Section 18 of the Missouri Constitution, or that
41 the House punish the member as provided in Article III, Section
42 18 of the Missouri Constitution, by reprimand on the adoption of
43 the resolution or by censure by the Speaker in open session.

44 (f) All rules that pertain to regular or special standing
45 committees shall apply to the Committee on Ethics to the extent
46 consistent with this rule and any rules of procedure adopted
47 pursuant to this rule.

BILLS

2 Introduced - Manner of Setting Forth New and Old Material
3 Rule 37. (a) *When*. Bills may be introduced only on the report of
4 a committee or by any member of the House, in the regular order
5 of business. No member shall file a bill, other than an
6 appropriation bill, after April 1, without leave of the House.

7 (b) *Manner of Printing*. Any bill shall have the matter
8 which is being repealed from current law enclosed in bold-faced
9 brackets and the matter which is being added to the law
10 underscored when typewritten and in bold-faced type when
11 printed. A footnote shall be annexed to the first page of each
12 bill which contains material enclosed in bold-faced brackets to
13 the following effect:

14 "EXPLANATION - Matter enclosed in bold-faced brackets
15 [thus] in the above bill is not enacted and is intended to be
16 omitted from the law. Matter in bold-face type in the above bill
17 is proposed language."

18 Where a section is completely rewritten, the existing
19 section shall be set forth in small type in bold-faced brackets
20 in a note following the new section but the changes need not be
21 distinguished. Any House bill or substitute thereof which does
22 not comply with this rule shall not be placed upon the calendar.

23 (c) *Numbering of Bills*. The Chief Clerk shall number bills
24 in the order of their filing, reserving numbers for
25 appropriations bills.

26 Number of Copies Printed
27 Rule 38. The Chief Clerk shall print such number of copies of
28 all House Bills and House Joint Resolutions as he/she shall deem
29 appropriate.

30 [Timing for Placement on Calendar]

31 Federal Mandate Calendar

32 Rule 39. (a) When a federal mandate bill is reported from the
33 appropriate committee(s) with recommendation that it "Do Pass"
34 or "Without Recommendation", it shall go upon the calendar of
35 the House.

36 (b) No bill shall be placed on the Federal Mandate
37 Calendars unless it is federally mandated, immediate in nature
38 and reduces revenues or savings if not enacted. A federal
39 mandate bill may only contain subject matter concerning the
40 federal mandate. A member wishing for his or her bill to be
41 considered for placement on the Federal Mandate Calendar shall
42 request in writing to the chair of the committee where such bill
43 has been referred. The written request shall state the deadline
44 by which the State must comply with the federal mandate and what
45 will happen if the State fails to take action by such date. A

copy for each committee member of the federal statute(s) or
2 regulation(s) mandating such action shall accompany the request.
3 After the committee has voted "Do Pass" on a bill with such a
4 request, it shall take a second recorded vote on whether or not
5 to recommend that it be placed on the Federal Mandate Calendar.
6 If said bill is reported "Do Pass" by the committee with a
7 recommendation that same be placed on the Federal Mandate
8 Calendar, and the Committee on Rules concurs therein, the
9 Committee on Rules Chair shall submit to the Speaker a copy of
10 the original written request, along with a copy of the federal
11 statute(s) or regulation(s) mandating State action. If the
12 Speaker concurs with the committees that the bill complies with
13 the requirements of this rule, he/she shall advise the Chief
14 Clerk to place same on the Federal Mandate Calendar. If the
15 Speaker does not concur, he/she may place the bill on the
16 Perfection Calendar. Each bill placed upon the Federal Mandate
17 Calendars shall have attached thereto a copy of the federal
18 statute(s) or regulation(s) that mandates the bill, along with
19 a copy of the request to place the bill on the Federal Mandate
20 Calendar and shall be distributed to all members at least
21 twenty-four hours prior to consideration by the entire House.

22 Motion To Place On Calendar

23 Rule 40. If any bill is reported from committee with the
24 recommendation that it "Do Not Pass" it shall not go on the
25 calendar of the House unless ordered by a constitutional
26 majority. At the same time the bill is reported to the House,
27 the committee chair shall notify the sponsor or handler of the
28 bill that such report is being made. A motion to have a bill
29 placed upon the calendar must be made within three legislative
30 days after the bill is reported and when the sponsor of the bill
31 is present or the motion is made by a member upon the sponsor's
32 written request. If no such action is taken within said time,
33 the bill shall lie on the table. If such a motion is sustained,
34 the bill shall stand automatically referred to the Committee on
35 Rules for further action thereon.

36 Timing of Placement on Calendar

37 Rule 41. No **House** bill shall be taken up for consideration by
38 the House unless it has been upon the calendar for at least one
39 legislative day.

40 Bills Laid Over Informally

41 Rule 42. When a bill is reached, in its order, to be perfected
42 and printed, or to be agreed to and read a third time and placed
43 upon its final passage, it may upon the request of the Majority
44 Floor Leader, or the sponsor or handler thereof, if a House
45 Bill, (or upon the request of its handler in the House, if a

Senate Bill) hold its place on the calendar, or be laid over
2 informally, and thereafter be called up at any time when
3 otherwise in order.

4 To Appear In Order

5 Rule 43. All bills laid over informally and not taken up and
6 disposed of the same day, shall appear in order upon the
7 calendar for the next legislative day following.

8 Ten Day Rule

9 Rule 44. If a bill laid over informally is not taken up for
10 further consideration within ten legislative days after being
11 laid over, it shall lie on the table and be dropped from the
12 calendar of the House without further action of the House.

13 Consent Calendar

14 Rule 45. (a) *Which Bills May Be Placed on the Consent Calendar.*
15 Each committee, after a favorable vote on a bill, may further
16 determine by a second and affirmative vote of every member
17 present whether or not such bill is of a noncontroversial
18 nature. Any bill which increases net expenditures of the state,
19 reduces net revenue of the state, or creates or expands a
20 penalty provision, shall not be considered by the committee for
21 consent; provided however, any bill which specifically
22 authorizes an easement or right-of-way involving state property
23 may be considered by the committee for placement on the Consent
24 Calendar.

25 (b) *Procedure on House Bills.* If the committee shall so
26 determine, the committee report shall include a request that a
27 bill be placed on the "House Consent Calendar for Perfection".
28 Any bill so reported shall automatically be referred to the
29 Committee on Rules. Any bill reported by the Committee on Rules
30 with the recommendation that it be placed on the House Consent
31 Calendar for Perfection shall be placed on that calendar and
32 after said bill has remained on the "House Consent Calendar for
33 Perfection" for five legislative days, it shall be ordered
34 perfected and advanced to the "House Consent Calendar for Third
35 Reading and Final Passage" without further action of the House,
36 unless five members, with at least two from each political
37 party, have filed written objection with the Chief Clerk. If
38 such objections are filed, the bill shall be placed on the House
39 Bills to be Perfected and Printed Calendar. An objection made by
40 five members under this rule cannot be rescinded. Where there is
41 a House Committee Substitute for a consent bill or House
42 Committee Amendments to a consent bill, the committee
43 substitute, or the bill as amended, shall be deemed adopted and
44 perfected by consent.

2 (c) *Senate Bills - Consent*. When the Senate passes a bill
3 by its procedure for consent bills, such bill shall be
4 considered for treatment as a consent bill by the House
5 committee without further request; provided however, that the
6 same committee procedures, votes and requirements for House
7 Bills being considered for consent shall be applied to Senate
8 Bills being considered for consent. A Senate Bill may be
9 considered by the committee for Consent even if it was not a
10 Consent Bill in the Senate.

11 (d) *Procedure on Senate Bills*. Senate Bills passed out of
12 the House committee and Committee on Rules with the request that
13 the bill be placed on the Senate Bills for Third Reading and
14 Final Passage - Consent Calendar are subject to the five member
15 objection provision of this rule.

16 (e) *Deadline for Placing Senate Consent Bills on the*
17 *Calendar*. No Senate consent bills shall be placed on the consent
18 calendar after April 15.

19 (f) *Amendments*. House bills may be considered for consent
20 after they are amended in committee but may not be amended on
21 the floor of the House.

22 Senate consent bills may be amended in committee but not on
23 the floor of the House unless the Senate Rules allow amendment
24 of House consent bills on the floor of the Senate in which case
25 Senate consent bills may be amended on the floor of the House.
26 House committee amendments and House committee substitutes to
27 Senate consent bills shall be deemed adopted on the fifth
legislative day.

28

AMENDMENTS AND SUBSTITUTES

29 Rule 46. (a) *In Writing and Distributed in Advance*. Proposed
30 amendments must be reduced to writing. Every amendment shall be
31 distributed in advance of the time the bill is initially taken
32 up for consideration. An amendment shall be considered to have
33 been distributed if it has been either transmitted
34 electronically and made available on each member's chamber
35 laptop computer and a copy in paper form placed on the desk of
36 the majority floor leader and minority floor leader or placed on
37 the members' desks in paper form, except for the desk of any
38 member who has waived receipt of amendments. The sponsor of an
39 amendment that has been distributed may make technical
40 corrections at the time the amendment is offered or under
41 consideration. Any technical corrections shall be read in full
42 by the clerk. Technical corrections shall be subject to a point
43 of order that they are not truly technical in nature. Every
44 proposed amendment to the amendment and substitute amendment **may**
45 **be offered after the time a bill is initially taken up for**
46 **consideration but shall be distributed prior to the offeror**

being recognized for a motion on such amendment. [shall be read
2 in its entirety by the clerk unless it has been distributed in
3 advance. Amendments to the amendment and substitute amendments
4 may be offered even though not distributed in advance of the
5 time a bill is initially taken up for consideration. Any
6 amendment to the amendment or substitute amendment that exceeds
7 two 8 ½" x 11" pages in length shall be distributed prior to the
8 time it is offered.]

9 (b) *What Amendments and Substitute Amendments are in Order.*
10 When a bill, motion or proposition is under consideration, a
11 motion to amend and a motion to amend that amendment shall be in
12 order, and it also shall be in order to offer a further
13 amendment by way of substitute for the original motion to amend,
14 to which one amendment may be offered. It shall not be in order
15 to offer a substitute amendment to an amendment to an amendment.
16 When an amendment is offered, a substitute for that amendment is
17 offered and an amendment to the substitute is offered, it shall
18 not be in order to offer a substitute for the amendment to the
19 substitute. Any proposed amendment in the third degree shall be
20 out of order. Any bill may be withdrawn by the sponsor before
21 amendment or decision thereon. Any amendment may be withdrawn by
22 the sponsor before decision thereon. Once a bill has been
23 amended, it shall be in the possession of the House.

24 (c) *Committee Substitutes Treated as Original.* A House
25 committee substitute shall be considered as an original bill for
26 purposes of amendment.

27 (d) *House Substitute.* No House Substitute will be in order.
28 A House Substitute is an amendment which, in the opinion of the
29 Speaker, is effectually replacing the underlying bill or
30 committee substitute.

31 (e) *When Federal Mandate Bills can be Amended.* Amendments
32 to House and Senate bills-Federal Mandate are permitted only
33 within the scope of the federal mandate. Perfecting amendments
34 are permitted to make technical amendments.

35 (f) *Appropriations Bills.* 1. No amendment to the
36 appropriations bills of the state budget shall be in order if it
37 increases the total amount of general revenue or general revenue
38 equivalent appropriated in the House appropriations bills. Any
39 amendment that increases the amount of general revenue or
40 general revenue equivalent appropriated in the House
41 appropriations bills shall be required to be submitted with a
42 separate amendment that makes an equal reduction in general
43 revenue or general revenue equivalent in the same bill or any
44 other of the bills still pending. If the reduction is in another
45 bill, the decreasing amendment shall be taken up first, and the
46 increasing amendment may be taken up only if the decreasing
47 amendment is adopted.

2 If a member's decreasing amendment is adopted and the
3 same member's increasing amendment is defeated, the decreasing
4 amendment's adoption is void.

5 3. The offering and adoption of an amendment decreasing the
6 amount of general revenue or general revenue equivalent
7 appropriated without a balancing increase in the same amendment
8 or a paired amendment creates no right of another member to
9 offer an increasing amendment in any amount up to the amount of
10 the decrease effected by the decreasing amendment, and no member
11 may be recognized for the purpose of making such an amendment.

12 4. For the perfection of the House appropriations bills of
13 the state budget only, it shall be permissible to amend any line
14 item as often as the House pleases, as long as prior adopted
15 amendments to the line item are taken into account.

16 5. No House Bill or House Committee Substitute of the state
17 budget shall be adopted until all properly offered amendments to
18 the first 12 House appropriations bills or substitutes have been
19 disposed of.

20 Committee Substitute Printed

21 Rule 47. When a committee recommends a substitute for a bill,
22 the original bill will accompany the substitute. The substitute
23 shall be handled on the floor of the House by the committee
24 chair or any member designated by the committee chair. The Chief
25 Clerk shall have an appropriate number of copies of the
26 substitute printed. No committee substitute shall be called from
27 the calendar of the House until the printed copies have been
28 distributed for at least one legislative day. Amendments, if
29 any, may be offered to the substitute before the vote on the
30 motion to adopt the substitute is taken. If the substitute is
31 defeated, the original bill shall be before the House for
32 perfection and shall be considered and shall be handled on the
33 floor by the original sponsor of the bill.

34 Order of Amendments

35 Rule 48. When amendments to any bill, motion or proposition are
36 pending, they shall be voted on in the following order:

37 (1) Amendments to the amendment are disposed of before the
38 substitute is taken up. Only one amendment to the amendment is
39 in order at one time; but as rapidly as one is disposed of by
40 rejection or incorporation as a part of the amendment, another
41 is in order as long as any member desires to offer one.

42 (2) Amendments to the substitute are next voted on, and may
43 be offered, one at a time, and as rapidly as one is disposed of
44 by rejection or incorporation as a part of the substitute
45 amendment, another is in order as long as any member desires to
offer one, until the substitute amendment is adopted.

2 (3) The substitute amendment, as amended, is next voted on.
3 If the substitute amendment is adopted, the underlying amendment
4 to which it was offered shall not be voted upon, but the
5 substitute amendment shall become part of the bill.

6 (4) The amendment is voted on last. If any substitute has
7 not been agreed to, the vote comes on the amendment as amended.

8 (5) The House Committee Substitute is next voted upon,
9 after opportunity for amendment. If the House Committee
10 Substitute is adopted, there shall be an additional vote for the
11 perfection of the bill, as amended.

12 (6) If there is no House Committee Substitute, or if the
13 House Committee Substitute is not adopted, the original House
14 Bill is next voted upon, after opportunity for amendment.

14 Amendments Incorporated In Bill

15 Rule 49. All amendments adopted by the House to a bill
16 originating in the House shall be incorporated in the bill as
17 perfected, and the bill, as thus perfected, shall be printed for
18 the use of the members before its final passage. The perfecting
19 and printing shall be done under the supervision of the Chief
20 Clerk who shall assure that the bill is truly perfected and the
21 printed copies furnished to the members are correct.

22 BILLS AND JOINT RESOLUTIONS

23 Ayes and Noes Taken

24 Rule 50. When a bill shall have passed the House and been
25 returned from the Senate with amendments, said amendments may be
26 concurred in collectively by a constitutional majority, unless
27 objection be made, in which case the vote shall be taken
28 severally, and no amendment or amendments shall be concurred in
29 by the House except by a constitutional majority and the names
30 of those voting for and against recorded upon the Journal of the
31 House.

32 Repassage

33 Rule 51. When all Senate amendments to House Bills have been
34 concurred in by a constitutional majority of the House, the
35 question shall then be put: "Shall the bill as amended be
36 passed?" On this question the ayes and noes shall be called for,
37 and as on first passage, a constitutional majority shall be
38 necessary to the final passage of the bill.

39 Majority to Perfect

40 Rule 52. A quorum being present, a majority of those voting aye
41 and no shall be sufficient to perfect a bill and order it
42 printed.

Amending After Perfection; Perfecting Amendments

2 Rule 53. No bill shall be amended after being perfected and
3 printed without a reconsideration of the vote by which it was
4 ordered perfected and printed and if said bill be amended it
5 shall again be perfected and printed, except that a perfecting
6 amendment to make technical corrections is in order after the
7 bill has been ordered perfected and printed and before it has
8 been read the third time.

9 Motion for Passage

10 Rule 54. When the Chief Clerk presents a bill as truly perfected
11 and printed, it shall go upon the calendar to be agreed to and
12 passed. When the bill is taken up in its order, the question
13 shall then be: "Shall the bill be third read and passed?" It
14 shall require a constitutional majority to sustain the question.

15 Course After Passage

16 Rule 55. When a bill or joint or concurrent resolution passes
17 the House, it shall be certified by the Chief Clerk, noting the
18 day of its passage at the foot thereof.

19 Perfecting Amendments on Bills Returned From the Senate

20 Rule 56. No bill or joint or concurrent resolution that has been
21 returned from the Senate may be further amended without placing
22 the bill in conference, except that a perfecting amendment to
23 make technical corrections is in order in the house of origin
24 when the bill is taken up for final passage as amended by the
25 other house. The perfecting amendment may be directed to the
26 bill or to amendments to the bill. If a perfecting amendment is
27 adopted, the bill as finally passed with the perfecting
28 amendment shall be returned to the other house for its
29 concurrence in the perfecting amendment.

30 Conference Reports

31 Rule 57. (a) *Signatures on a Conference Report*. All conference
32 committees shall be composed of [five] **three** conferees from each
33 house and no conference report shall be submitted to either
34 house unless approved by a majority vote of the full committee
35 with not less than two conferees from each house signing the
36 report.

37 (b) *Review for Correctness*. Before a conference report is
38 taken up by the House, it shall be reviewed for the technical
39 correctness of the report and of any amendments, bill or
40 substitute the report recommends for passage by the House.

41 (c) *Notice Requirements*. No conference committee report
42 shall be taken up and considered unless the same has been
43 distributed to the members, except members who have waived

receipt of conference committee reports, at least one legislative day prior to consideration.

(d) *Exceeding the Differences.* Unless authority is granted by the House to exceed the differences, the conferees must confine themselves to matters that are within the scope of the differences between the House position and the Senate position. When a report is offered for adoption, the point of order that the conferees have exceeded the differences shall be in order. The Speaker may rule on the point of order or may place the question of whether the conferees have exceeded the differences before the House for a vote. A majority of members voting prevails on the question.

13

RESOLUTIONS

14

Joint and Concurrent Resolutions

Rule 58. All joint and concurrent resolutions designed to submit to the qualified voters of the state amendments to the Constitution of the State of Missouri, to be voted upon by such voters, shall be read on three separate days, and shall be reported upon by the committee of the House, and shall otherwise be proceeded upon in like manner as a bill.

21

Joint and Concurrent Resolutions of Congress

Rule 59. All joint and concurrent resolutions of the Congress of the United States designed to submit to the legislature an amendment to the Constitution of the United States shall be submitted as a Concurrent Resolution and read on three separate days, shall be reported upon by a committee, shall be adopted only by a constitutional majority and shall otherwise be proceeded upon in like manner as a bill.

The text of the amendment as proposed by the Congress of the United States shall not be amended.

31

Reference of Resolutions, etc. Stand Referred

Rule 60. All petitions, memorials, remonstrances, resolutions and other papers offered shall stand referred, without reading, consideration, discussion, explanation or debate, to the Committee on Rules unless timely referred to some other appropriate committee by the Speaker; provided however, that resolutions informing the Governor and/or the Senate that the House has convened, taken some action, or adjourned, resolutions to elect officers of the House, resolutions expressing the appreciation of the House to public officials, resolutions to adopt temporary rules, and concurrent resolutions to convene joint sessions may be adopted by the House upon introduction without referral to committee. Those papers that are favorably recommended by the committee for adoption by the House shall be

1 listed in the Journal and placed upon a resolutions calendar.
2 Courtesy resolutions shall be printed in the Journal by number
3 except those determined by the Committee to be of a
4 controversial nature which shall be printed in full. Joint
5 courtesy resolutions shall be allowed if established by the
6 rules of the Senate.

7

SENATE BILLS

8

Referral

9 Rule 61. Each Senate Bill shall, upon second reading, be
10 referred to the appropriate committee of the House.

11

Go Upon The Calendar

12 Rule 62. When a Senate Bill is reported from the committee to
13 which it was referred with the recommendation that it "Do Pass",
14 or "Without Recommendation", it shall stand automatically
15 referred to the Committee on Rules. When a Senate Bill is
16 reported from the Committee on Rules with the recommendation
17 that it "Do Pass", or "Without Recommendation", it shall go upon
18 the House Calendar for the third reading and final passage,
19 provided that no Senate Bill shall be taken up for consideration
20 by the House unless it has been upon the Calendar for at least
21 one legislative day.

22

Senate Bills Reported "Do Not Pass"

23 Rule 63. If a Senate Bill is reported from the committee to
24 which referred with the recommendation that it "Do Not Pass" it
25 shall not go upon the calendar of the House for third reading
26 and final passage, unless so ordered by a constitutional
27 majority of the House. In such case, the motion to place the
28 bill on the calendar shall be made within three legislative days
29 of the report, and by a member who has been requested by the
30 Senate sponsor of the bill. If such a motion is sustained, the
31 bill shall stand automatically referred to the Committee on
32 Rules for further action thereon.

33

Amendments

34 Rule 64. Senate Bills may be amended by the House when placed
35 upon third reading and final passage, before the vote is taken
36 thereon.

37

BILLS NOT TO BE PASSED ON PREVIOUS ROLL CALL

38 Rule 65. No bill shall be passed by any roll call previously
39 taken on another bill, nor shall more than one bill be passed on
40 any one roll call.

MOTIONS

2 Must Be Read or Stated Before Debate
3 Rule 66. When a motion is made, it shall be stated by the Chair
4 before being debated.

5 When In Possession of the House
6 Rule 67. When a motion is stated by the Speaker it shall be
7 deemed to be in possession of the House. The motion may be
8 withdrawn by the author at any time before a decision or
9 amendment.

10 To Be Reduced to Writing
11 Rule 68. Every motion shall be reduced to writing if the Speaker
12 or any member demands it.

13 Must Be Germane
14 Rule 69. No motion or proposition on a subject different from
15 that under consideration shall be admitted under color of
16 amendment.

17 Privileged
18 Rule 70. When a question is under debate, no motion shall be
19 entertained but to adjourn; to take a recess; to lay on the
20 table; for the previous question; to postpone to a certain day;
21 to recommit to committee; or to postpone indefinitely; which
22 several motions shall have precedence in the order herein set
23 forth.

24 Dilatory
25 Rule 71. When any of the motions enumerated in the preceding
26 rule have been made and lost, no similar motion shall be
27 entertained until some other business is transacted by the
28 House.

29 Privileged Motions In Order - When
30 Rule 72. Except as otherwise limited herein, and except when a
31 member is speaking or the roll is being called, the privileged
32 motions set forth in Rule 70 are always in order, and pending
33 the result of such a motion, no member shall leave his/her seat
34 in the House.

35 Previous Question
36 Rule 73. Any member may move the previous question. The motion
37 shall be restated by the Speaker in this form: "Shall the
38 question under immediate consideration be now put?" It may be
39 moved like any other question but it shall only prevail when
40 supported by a constitutional majority and until decided shall

preclude amendments and debate. If the motion is sustained, the
2 proponent of the matter under consideration shall be allowed one
3 minute in which to make a closing statement before the House
4 votes on the question. A failure to sustain the motion shall not
5 take the matter under consideration from further consideration
6 of the House; but the House shall proceed as if the motion had
7 not been made.

8 Not Debatable

9 Rule 74. Motions to adjourn and for the previous question shall
10 be decided without debate; provided however, that a motion to
11 adjourn is subject to a request by five members for a roll call
12 vote. All other privileged motions are debatable.

13 Division of Questions

14 Rule 75. Any member may have, as a personal right, a division of
15 the question where the sense will admit of it. When the question
16 having been divided is a Senate Bill for Third Reading, each
17 part of the bill shall be voted upon separately and a subsequent
18 separate vote shall be taken on the entire bill. When a bill is
19 divided for consideration, the title and enacting clause shall
20 be considered a separate part and shall, unless otherwise
21 amended, be technically changed to reflect any amendments or
22 deletions to the bill. No House Bill shall be subject to a
23 division of the question after its perfection.

24 Indefinite Postponement

25 Rule 76. When a question is postponed indefinitely, the same
26 shall not be acted upon again during the session.

27 Question Laid on the Table - How Taken Up

28 Rule 77. When a question has been laid on the table, the same
29 cannot be taken up again without a vote of two-thirds (2/3) of
30 the members present.

31 Motion to Recommit to Committee

32 Rule 78. Any member may make a motion, at any time prior to the
33 time said bill is third read and passed, that a bill be
34 recommitted to the committee from which it was reported or that
35 a bill be committed to another specifically named committee **in**
36 **the original form of the bill as it was referred to the**
37 **committee of origin**, which shall be sustained if a majority of
38 the members present vote in the affirmative.

39 Motion to Reconsider - Must Be Made Within Three Days

40 Rule 79. When a motion that a bill be perfected and printed, or
41 that a bill be agreed to, read a third time, and placed upon its
42 passage fails, or when any other question is decided by the

Member May Speak - How Often

2 Rule 84. No member shall speak more than twice on the same
3 question without leave of the House, nor more than once until
4 all other members desiring to speak have spoken. Except when
5 reporting a bill or resolution from a committee, no member may
6 speak or inquire for more than fifteen minutes unless by
7 unanimous consent of the House. When the question is to Third
8 Read and Pass a House Consent Bill or a Senate Consent Bill, the
9 floor handler of the bill and the ranking committee member from
10 the party not the same as the bill handler, shall not speak or
11 inquire for more than ten minutes. Other members shall not speak
12 or inquire for more than five minutes on such bills. The
13 provisions of this rule shall not take precedence over any
14 limitations set pursuant to Rule 25 [(32)] (34).

No Member Shall Name Another Member in Debate

15 Rule 85. No member shall name another member in debate, but
16 shall refer to the member by district number or county.
17

Members Not to Use Profanity

18 Rule 86. No member may use profanity either while speaking on
19 the floor or in committee.
20

Members Not to Walk Across House - When

21 Rule 87. While the Speaker is putting any question or addressing
22 the House, no one shall walk out of or cross the House. When a
23 member is speaking or the Journal is being read, no member shall
24 engage in any private conversation; nor while a member is
25 speaking shall anyone pass between him/her and the Speaker. No
26 member shall walk between two members who are engaged in debate
27 or inquiries in the Hall of the House.
28

Order of Questions

29 Rule 88. Except as otherwise set forth in these rules, all
30 questions shall be propounded in the order in which they are
31 moved except privileged questions, which shall be propounded as
32 stated in Rule 70.
33

Voting

34 Rule 89. (a) Every member shall be present within the hall of
35 the House during its sittings, unless excused or necessarily
36 prevented; and shall vote on each question put; unless he/she
37 has a direct personal or pecuniary interest in such question. No
38 member shall be recorded as voting when he/she was not present
39 when the vote was taken. Nothing herein contained shall prohibit
40 a member from voting "Present" on a question, and such vote
41 shall be recorded in the Journal. In the case of equal division
42 the question shall be lost. In the event that a member's vote
43

(or absence) is incorrectly recorded in the Journal, he/she shall file with the Chief Clerk an affidavit stating that he/she was in the chamber at the time the vote was taken, that he/she did in fact vote, that the vote (or absence) was incorrectly recorded and the correct vote that should have been recorded. In addition to any other penalty provided by rule or law, the filing of a false affidavit shall subject that member to censure by the House.

(b) A member may not authorize any other person to cast his/her vote or record his/her presence. No other person may cast a member's vote or record a member's presence. A vote by a member of a committee with respect to any measure or matter may not be cast by proxy.

Verification of the Roll

Members Not to Interrupt Calling of Ayes and Noes; Changing Vote

Rule 90. Except as otherwise specifically allowed by these rules no member shall be permitted to interrupt a roll call, and no member shall be allowed to vote or change his/her vote (except to have his/her vote correctly recorded) after a verification has begun, or after the final vote is announced.

Demand for Verification

Rule 91. Any five members may demand a verification of the roll call if such is made at any time prior to the time the voting has ended; which, in the event of electronic voting, shall be when the Speaker orders the voting board closed. A demand for verification and a call for absentees are the only reasons for which a member may interrupt a roll call vote.

Bell to Signal Recorded Vote

Rule 92. At a reasonable time prior to the beginning of calling the ayes and noes on any question, a bell notifying the members of a roll call shall be sounded. After the votes are registered the absentees shall be noted and upon demand of any member, another bell signifying that a call of absentees is being taken shall be sounded and a reasonable time shall be allowed after the sounding of the bell before the voting is closed.

Roll Call Votes

Rule 93. In all cases where a rule of the House of Representatives refers to the "calling of the names of the members" or "calling of the ayes or noes" or "calling of the roll", such reference shall be understood to refer also to the "taking" of the vote by electronic roll call system. There shall be a taking of the vote by electronic roll call system on the

motion of any one member which is seconded by four other members
2 immediately standing. A vote by electronic roll call shall be
3 limited to thirty minutes, except in the cases of quorum calls.
4 In the event that the electronic roll call system is inoperable,
5 the taking and recording of such vote shall be done by calling
6 the name of each member and recording the respective aye, no or
7 present votes. Any member not responding when his/her name is
8 called shall be recorded as absent.

9

Dress Code

10 Rule 94. At all times when the House is seated, proper attire
11 for gentlemen shall be business attire, including coat, tie,
12 dress trousers and dress shoes/boots. Proper attire for women
13 shall be dresses or skirts or slacks worn with a blazer or
14 sweater and appropriate dress shoes/boots. This rule shall apply
15 to all members and staff on the floor of the House and lower
16 gallery.

17

Eating, Smoking, Distracting Activities

18 Rule 95. No food, newspapers, or other items or activities
19 distractive to House deliberations shall be permitted on the
20 floor of the House while the House is in session. Smoking is
21 prohibited in the Hall of the House, upper and lower galleries.

22

Electronic Devices

23 Rule 96. Tape recorders, portable phones, video equipment,
24 television equipment, photography equipment and/or any other
25 electronic recording devices are not authorized for use on the
26 floor of the House or in any gallery of the House unless
27 permission has been granted by the Speaker and notice has been
28 given to the body. Nothing contained in this rule shall prevent
29 any member from using a portable laptop computer, which is
30 hereby specifically authorized.

31

Ascending the Dais

32 Rule 97. No person shall ascend to the Dais without first being
33 recognized to do so by the Speaker. The Speaker may invite any
34 person to ascend the dais.

35

INTERIM PROCEDURE

36

Bills - End of First Regular Session

37 Rule 98. All House Bills or House Joint and Concurrent
38 Resolutions in possession of the House and not finally acted
39 upon shall, at 5:59 p.m. on the first Friday following the
40 second Monday in May in odd-numbered years, be laid on the
41 Speaker's desk. All Senate Bills and Senate Joint and Concurrent
42 Resolutions in possession of the House and not finally acted

upon shall, at 5:59 p.m. on the first Friday following the
2 second Monday in May in odd-numbered years, be laid on the
3 President Pro Tem's desk. House Bills and Joint and Concurrent
4 resolutions laid on the Speaker's desk may be re-referred by the
5 Speaker to House committees at the second regular session of the
6 General Assembly in even-numbered years. This rule may only be
7 suspended by a vote of two-thirds (2/3) of the elected members
8 of the House.

9 Bills - Pre-Filing

10 Rule 99. A member or member-elect of the House of
11 Representatives may file a bill or joint resolution by mail or
12 in person with the Chief Clerk of the House at any time during
13 the period beginning on December first and ending on the day
14 before a regular session begins which next precedes the session
15 at which the bill or joint resolution is to be considered. Upon
16 receiving a bill or joint resolution filed during the pre-filing
17 period preceding a regular session of the General Assembly in
18 odd-numbered years, the Chief Clerk of the House shall
19 immediately date, number and have the bill or joint resolution
20 printed in the most economical manner as approved by the House
21 Rules Committee and made available according to the rules and
22 practices of the General Assembly next preceding that for which
23 the bill or joint resolution is filed and those bills and joint
24 resolutions received during the filing period preceding a
25 regular session in an even-numbered year shall be printed and
26 made available according to the then effective rules of that
27 General Assembly. All bills or joint resolutions that are pre-
28 filed shall be deemed filed on the day the House begins its
29 regular session.

30 Interim Committees

31 Rule 100. All regular or special standing committees named
32 during the first regular session of a General Assembly may meet
33 to consider bills or perform any other necessary legislative
34 function during the interim between the session ending on the
35 thirtieth day of May and the session commencing on the first
36 Wednesday after the first Monday of January; except the Speaker
37 may appoint a subcommittee, made up of members of the regular or
38 special standing committee, to act in place of the regular or
39 special standing committee during the interim. The Speaker may
40 appoint special interim committees to consider bills or perform
41 other necessary legislative duties. Members of each of the
42 committees, or any subcommittee thereof, shall be reimbursed for
43 their necessary and actual expenses incurred while attending
44 meetings of the committee or subcommittee, if approved by the
45 Speaker.

CALL OF THE HOUSE

2 Names of Absentees to Be Called
3 Rule 101. A call of the House may be made at any time on motion
4 seconded by ten members and sustained by a majority of those
5 present; (names of members may be called orally or by electronic
6 roll call) and under a call of the House a majority of those
7 present may send for and compel the attendance of absent
8 members; and a majority of all the members present shall be a
9 sufficient number to adjourn.

10 Absent Members May Be Sent For
11 Rule 102. Upon the call of the House, the names of those members
12 present shall be recorded and the absentees noted, and those
13 whose names do not appear may be sent for and taken into custody
14 wherever found by the Sergeant-at-Arms or special messenger
15 appointed.

16 Prohibited While Voting In Progress
17 Rule 103. No call of the House shall be made after the Speaker
18 has directed the clerk to open the electronic voting device to
19 record the names of the members and until the vote be announced.

20 Majority Not Under Arrest May Censure And Fine Delinquent
21 Members
22 Rule 104. The majority of those present, not under arrest, may
23 make an order for the censure or fine of delinquent members, and
24 prescribe the terms under which they shall be discharged.

25 Release from Custody
26 Rule 105. When a member shall have been discharged from custody
27 and admitted to his/her seat the House shall decide whether such
28 discharge shall be with or without fees; and, in like manner,
29 whether a delinquent member, taken into custody by a special
30 messenger shall defray the expense of such special messenger.

31 COMMITTEE OF WHOLE HOUSE

32 When Permitted
33 Rule 106. On motion, the House may resolve itself into a
34 Committee of the Whole House for consideration of any business
35 which may properly come before it.

36 Chair Appointed by Speaker
37 Rule 107. In forming a Committee of the Whole House, the Speaker
38 shall leave his/her chair, and a Chairman preside in the
39 Committee, who shall be appointed by the Speaker.

Procedure upon Bills

2 Rule 108. Upon a bill being committed to a Committee of the
3 Whole House, the same shall be first read at length by the
4 Clerk, and then again read and debated by clauses, leaving the
5 preamble to be last considered. After report, the bill shall
6 again be subject to debate and amended by clauses, as before.

7 Amendment to Motion Must Be Incorporated in Original Motion

8 Rule 109. All amendments made to an original motion in Committee
9 of the Whole House shall be incorporated with the motion and so
10 reported.

11 Amendments Shall Be Noted

12 Rule 110. All amendments made to reports, resolutions or other
13 matters committed to a Committee of the Whole House shall be
14 noted and reported, as in case of bills.

15 Rules of Proceedings

16 Rule 111. Rules and proceedings of the House shall be observed
17 in Committee of the Whole House, as far as they are applicable,
18 except that limiting the number of times of speaking.

19 Quorum

20 Rule 112. A majority of the members elected shall be a quorum to
21 do business, and if, at any time, a sufficient number shall not
22 be present in Committee of the Whole House, and the Committee
23 shall arise, and the Speaker shall resume the chair and the
24 Chairman report the cause of the rising of the Whole Committee.

25 ADMISSION TO HALL

26 Definitions

27 Rule 113. The space between the granite columns shall be known
28 as the floor of the House and the space beyond the granite
29 columns on either side shall be known as the lower gallery, and
30 the space on the upper floor of the House shall be known as the
31 upper gallery.

32 Admission to House Floor

33 Rule 114. No person shall be admitted to the floor of the House
34 or the House East Gallery other than the officers and members of
35 the House and the staffs of the Speaker, Speaker Pro Tem,
36 Majority and Minority Floor Leaders, Assistant Majority and
37 Minority Floor Leaders, Majority and Minority Whips, and
38 Chairman of the Budget Committee and, at the request of the
39 Speaker, technical support staff needed to maintain data
40 processing equipment and other equipment. Other persons may be
41 admitted to the floor and East Gallery with the consent of the

1 House. For the purposes of this rule, the Chief Clerk's staff,
2 the Assistant Chief Clerk, any doormen, sergeant-at-arms and
3 House Photographer are considered officers of the House. Guests
4 may upon written request, submitted five days in advance and
5 with the consent of the Speaker, address the House from the dais
6 at the beginning or adjournment of a daily legislative session
7 or any recess thereof.

8 Admission to Lower Gallery

9 Rule 115. No person shall be admitted to the lower gallery of
10 the House except members of the General Assembly, spouses of
11 members, employees of the General Assembly, Joint Committee
12 staff, the Governor, the Lieutenant Governor, the Secretary of
13 State, the State Auditor, the State Treasurer, the State
14 Attorney General, Judges of the Supreme Court, Clerk of the
15 Supreme Court, Judges of the Courts of Appeal or Circuit Courts,
16 Members of Congress, the Governor's Chief of Staff and former
17 members of the General Assembly who are not registered lobbyists
18 or who do not lobby for an individual or organization, and
19 physically disabled persons. No official or other person, except
20 current members of the General Assembly, otherwise allowed to
21 enter the lower gallery by this rule shall engage in any
22 activity supporting or opposing any bill or resolution before
23 the House from the lower gallery. Other persons may be admitted
24 to the gallery by the Speaker upon special request of any
25 Representative when the House is in session. Members of the
26 press may enter the lower galleries while the House is in
27 session for the purpose of interviewing members of the House.

28 Admission to Upper Gallery

29 Rule 116. The gallery at the front of the chamber above the
30 Speaker's dais shall be reserved for members of the Missouri
31 Capitol News Association holding valid credentials issued by the
32 Speaker and any other member of the press issued credentials by
33 the Speaker. All other upper galleries shall be open to the
34 public.

35 RULES

36 May Be Rescinded or Amended - How

37 Rule 117. Any motion or resolution purporting to rescind or
38 change the standing rules of the House or to introduce a new
39 rule shall stand without reading or consideration and without
40 discussion, explanation, or debate to the Committee on Rules.
41 Such motions or resolutions as shall be favorably recommended by
42 such committee for adoption by the House shall, upon such
43 recommendation, be printed in the Journal and shall be placed
44 upon a Resolutions Calendar. A constitutional majority shall be

