

1 A RESOLUTION adopting the Rules of Procedure for the 2019 Regular Session of
2 the Senate.

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

5 ➔Section 1. The following Rules of Procedure are adopted to govern the 2019
6 Regular Session of the Senate:

7 **Rule 1. Hours of Meeting.** The Senate shall meet at the call of the members.
8 The official time shall be governed by the clock over the main entrance to the Senate
9 Chamber.

10 **Rule 2. Quorum.** A majority of the Senators elected to the Senate shall
11 constitute a quorum. If a quorum is not present at the time fixed for a meeting of the
12 Senate, four Senators may adjourn or recess from day to day or from time to time and
13 eight Senators may order a call of the Senate and send for absent Senators.

14 **Rule 3. Call of the Senate.** Upon a call of the Senate, the Clerk shall call the
15 roll, then call the absentees again. The doors of the Senate Chamber shall then be closed
16 and the absentees not excused by the Senate may be sent for and arrested by the Sergeant
17 at Arms.

18 The Senate shall determine upon what conditions they shall be discharged from
19 arrest. Senators who voluntarily appear shall be immediately admitted to the floor of the
20 Senate and their names entered upon the Journal as present, unless the Senate otherwise
21 directs.

22 **ORDER OF BUSINESS**

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

- 24 1. Invocation
- 25 2. Pledge of Allegiance
- 26 3. Roll Call
- 27 4. Approval of the Journal

- 1 5. **Second** Reading of Bills
- 2 6. Report of Committees
- 3 7. **First Reading of Bills**
- 4 8. Introduction of Guests, Memorial Resolutions, Motions, and Citations
- 5 ~~9~~8. Introduction of New Bills and Resolutions
- 6 ~~10~~9. Orders of the Day
- 7 ~~11~~10. Meetings of the Committee on Committees and Rules Committee
- 8 ~~12~~11. Report of Committees
- 9 ~~13~~12. Motions, Petitions, Communications, and Announcements
- 10 ~~14~~13. Introduction of floor amendments
- 11 ~~15~~14. Introduction of New Bills and Resolutions
- 12 ~~16~~15. Adjournment

13 No more than thirty minutes shall be allotted to Introduction of Guests, Memorial
 14 Resolutions, Motions, and Citations. During this order of business, priority shall be given
 15 to memorial resolutions with family in attendance to be honored with their adoption,
 16 resolutions and citations recognizing an individual or group present in the Senate
 17 Chamber, and motions necessary for the proper operation of the Senate. During this order
 18 of business, the Senate President may, should there be sufficient time, permit Senators to
 19 communicate with other members. All other resolutions shall be in order during the order
 20 of business Motions, Petitions, Communications, and Announcements.

21 **Rule 4A. Order of Business on the First Day of the 2019 Regular Session. The**
 22 **order of business on the first day of the 2019 Regular Session shall be as follows:**

- 23 **1. Invocation**
- 24 **2. Pledge of Allegiance**
- 25 **3. Establishment of the Membership of the Senate**
- 26 **4. Administration of Oath to Members**
- 27 **5. Roll Call**

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

- 3 1. To call the Senate when there is no quorum present.
- 4 2. To fix the time to which the Senate shall adjourn.
- 5 3. To adjourn.
- 6 4. To take recess.
- 7 5. To lay on the table.
- 8 6. For the previous question.
- 9 7. To limit or extend limits of debate.
- 10 8. To postpone to a fixed time.
- 11 9. To lay on the Clerk's desk.
- 12 10. To refer or commit.
- 13 11. To amend.
- 14 12. To postpone indefinitely.

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

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

23 **Rule 10. Motion to Adjourn.** A motion to adjourn, to take a recess, or a motion
24 to adjourn to a time certain, shall always be in order, except when a Senator is speaking,
25 while a vote is being taken, or when the Committee on Committees is reporting; subject,
26 however, to the limitations set out in Rule 9.

27 **Rule 11. Motion to Table.** The adoption of the motion to table, under these rules,

1 defeats the subject matter under consideration. The reconsideration of the motion to table
2 shall require approval of a majority of the members elected.

3 **Rule 12. Previous Question.** When the previous question has been ordered, a
4 vote shall be taken immediately upon the pending measure and any pending amendments
5 as are in order. The effect of the previous question shall be to put an end to all debate, to
6 prevent the offering of additional amendments and to bring the Senate to an immediate
7 vote upon the measure and amendments aforesaid. The previous question may be ordered
8 by a majority of the Senators elected. On the call of the roll, no Senator shall be allowed
9 to speak more than three minutes to explain a vote and shall not speak at all if the
10 question is not a debatable question. After the previous question has been ordered, and
11 before the vote upon the main question, the opponents of the measure shall have ten
12 minutes, and proponents of the measure shall have ten minutes.

13 **Rule 13. Motion to Set the Limits of Debate.** A motion to extend a time limit
14 for debate on a measure beyond that permitted under Rule 12 shall be in order unless the
15 previous question shall have been ordered on the measure. The time limit set for debate
16 under this rule shall be allotted by the President evenly between the opponents of the
17 measure and the proponents of the measure. Adoption of a motion under this rule does
18 not prevent the offering of additional amendments.

19 **Rule 14. Motion to Reconsider.** A motion to reconsider a vote shall not be in
20 order unless made by a Senator who voted upon the prevailing side of the question; nor
21 shall that motion be in order unless made within two legislative days in which the Senate
22 is in session next after the day the vote was taken; however, the motion to reconsider
23 when coupled with the additional motion to lay that motion upon the table may be made
24 by any Senator. A motion to reconsider a vote on a bill or resolution not in the possession
25 of the Senate shall not be in order.

26 **Rule 15. Motion to Lay on Clerk's Desk.** The effect of the adoption of a motion
27 to lay on the Clerk's desk under these rules is to place in charge of the Clerk the pending

1 question and everything adhering to it. A motion laid on the Clerk's desk may be taken
2 from the desk and proceeded with at any time in the same order as when laid on the
3 Clerk's desk.

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

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

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

13 **Rule 19. Reading of Pending Papers.** Any pending bill, resolution, motion or
14 report shall be read by the Clerk upon the demand of any Senator, but it shall not again be
15 read on the same day unless so ordered by the Senate.

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

17 MEMBERS

18 **Rule 21. Attendance of Members.** No Senator shall be absent from a session of
19 the Senate without leave from the Senate.

20 **Rule 22. Decorum of Members.** No Senator shall designate another Senator by
21 name.

22 **Rule 23. Call to Order.** If any Senator, in speech or otherwise, transgresses the
23 rules of order or decorum, the Senator shall immediately be called to order by the chair
24 and shall be seated. The Clerk shall reduce the objectionable words to writing and read
25 them to the Senate. After hearing a short explanation from the Senator called to order, or
26 upon the withdrawal of the objectionable language, the President may permit the Senator
27 to proceed, or may require the Senator's silence until the matter is disposed of. The ruling

1 of the chair shall be subject to an appeal to the Senate. A Senator offending the Senate
2 shall be liable to censure.

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

6 No Senator shall speak more than thirty minutes in the aggregate on any question or
7 measure, at the end of which period, or any portion thereof, the floor shall be returned to
8 the President.

9 **Rule 25. Members Shall Vote at Seats.** A Senator shall vote only when at the
10 Senator's seat or visibly approaching it.

11 **OFFICERS AND EMPLOYEES**

12 **Rule 26. President.** On the first day of the Regular Session in an odd-numbered
13 year, or at any time there is a vacancy in the office of President, immediately following
14 the adoption of the Rules, the President of the Senate shall take the chair to receive
15 nominations from the floor and to preside over the election of the President. The member
16 who receives the votes of a majority of the members elected shall be the President. If
17 there is more than one nominee, the election of each nominee shall be treated as an
18 alternative proposition, with each name being put to the Senate in the order in which
19 nominated. The first nominee receiving the votes of a majority of those elected to the
20 Senate shall be declared elected. If no member receives the votes of a majority of the
21 members elected, the election is of no effect.

22 The President shall take the chair every day precisely at the hour fixed for the
23 meeting of the Senate and shall call the Senate to order and direct the Clerk to call the
24 roll, whereupon, if there is a quorum present, the Order of Business shall be followed.

25 The President shall preserve decorum and order and, in the event of any disorder in
26 the gallery or in the Senate Chamber, may cause the same to be cleared of any persons
27 creating disturbances or disorders.

1 All writs, warrants, subpoenas or other processes shall be signed by the officer who
2 may be presiding over the Senate when the paper is issued; and the officer's signature
3 shall be attested by the Clerk, when ordered by a majority of the Senators.

4 The President may designate any Senator to preside in the absence of both the
5 President and President Pro Tem and to perform all duties of the President, including
6 duties as a member of the Committee on Committees. This designation by the President
7 may be made from time to time or for any period of time as the President may designate.

8 **Rule 27. Appeal from Decision of Chair.** The President while presiding may
9 speak to points of order in preference to Senators. The President shall decide points of
10 order and manner of procedure. If two or more Senators arise from their respective seats
11 and address the chair, the President shall determine who was first and recognize that
12 Senator.

13 Any decision made by the President shall be subject to appeal to the Senate. During
14 the pendency of any appeal to the Senate from a decision of the chair, the President shall
15 vacate the chair and call the President Pro Tem to preside. When the President Pro Tem is
16 presiding on an appeal to the Senate from a decision of the President, no motion or
17 business shall be in order except the motion on appeal from the decision of the President,
18 and that motion shall not be debatable. Upon an appeal, the question put to the Senate
19 shall be stated as follows: "Shall the decision of the President stand as the judgment of
20 the Senate? An 'Aye' vote shall support the President's ruling, and a 'Nay' vote shall
21 oppose the President's ruling." The ruling of the President shall be sustained unless a
22 majority of the members elected to the Senate oppose the ruling.

23 **Rule 28. President Pro Tempore.** The Senate shall elect a President Pro Tem,
24 who shall perform the duties of the President when the President is absent from the
25 Senate, or when empowered by the President to perform the duties of the chair.

26 **Rule 29. Duties of Clerk.** The Clerk shall have charge and supervision of all the
27 clerical business of the Senate. The Clerk shall have charge of the Clerk's section of the

1 Senate Chamber and shall see that no one is permitted therein except the Clerk and those
2 assisting the Clerk.

3 The Clerk shall read to the Senate papers ordered to be read; call the roll and note
4 and report the absentees when a call of the Senate is ordered; call the roll and note the
5 answers of members when a question is taken by yeas and nays; assist the President in
6 taking the count when any vote of the Senate is taken; notify committees of their
7 appointment and business referred to them; attest all writs, warrants and subpoenas issued
8 by order of the Senate; keep a calendar indicating bills entitled to their second reading
9 each day, distinguishing between House and Senate bills; superintend the engrossing and
10 enrolling of bills; certify to the passage of all bills and to the adoption of all joint and
11 concurrent resolutions by the General Assembly; and make all reports to the House,
12 unless otherwise ordered.

13 **Rule 30. Journal of Proceedings.** The Clerk shall cause to be kept the Journal of
14 the proceedings of the Senate. The Clerk shall note upon the Journal all questions of
15 order, together with the disposition of same, and the dates upon which all bills and
16 resolutions were sent to committee and returned to the Senate. The Senate may correct
17 errors in the Journal the day the Journal containing errors is presented to the Senate. No
18 record which is in the hands of the Clerk and is required by law to be entered upon the
19 Journal of the Senate shall be copied by any person until same shall have been entered
20 upon the Journal and said Journal shall have been approved. Half an hour before the time
21 fixed for the meeting of the Senate each day, the Clerk or an assistant shall be present at
22 the Clerk's desk with the journal of the preceding session for the inspection of any
23 member of the Senate.

24 The Clerk shall transmit the Journal for each day as soon as it has been approved by
25 the Senate to the Legislative Research Commission, which shall deliver it to the public
26 printer. The Commission staff shall proofread and index the Journal upon return from the
27 printer and make necessary typographical corrections.

1 **Rule 31. Custody of Papers.** The Clerk shall have custody of all records, papers
2 and bills of the Senate and shall not allow them to be taken out of the Clerk's possession
3 without the leave of the Senate, unless to be delivered to the chairman of a committee to
4 which they have been referred or to the Legislative Research Commission, as specified in
5 these rules, and then the Clerk shall take a proper receipt therefor. The Clerk shall
6 endorse on bills and papers brief notes of proceedings had thereon by the Senate and
7 preserve the same in convenient files for reference. The Director of the Legislative
8 Research Commission shall implement a policy to provide for the maintenance and
9 distribution of the records, papers, and bills of the legislative branch.

10 **Rule 32. Accounts of Expenditures.** The Legislative Research Commission shall
11 keep the accounts for pay and mileage of members, officers and attaches, and for printing
12 and other contingent expenses of the House and Senate.

13 **Rule 33. Printing of Senate Papers.** The Legislative Research Commission shall
14 have supervision and charge of all printing done for the Senate as certified by the Clerk,
15 and the public printer shall print only those documents and other matters as the
16 Legislative Research Commission authorizes. The Clerk shall report to the President, to
17 be submitted to the Senate, every failure of the printer to execute work correctly and
18 promptly.

19 **Rule 34. Duties of the Sergeant-at-Arms.** It shall be the duty of the Sergeant-at-
20 Arms and Doorkeeper to exclude or remove all persons not entitled to the floor of the
21 Senate. One hour before convening of the Senate each day the Sergeant-at-Arms shall
22 announce in a loud distinct voice: "All persons not entitled to the floor of the Senate
23 under the rules thereof will now vacate the Senate Chamber." The Sergeant-at-Arms shall
24 then compel all persons who are not entitled to remain therein to leave the Senate
25 Chamber and shall prohibit their entry until thirty minutes after the Senate has adjourned.

26 The Sergeant-at-Arms of the Senate, before any joint session is to be held, shall
27 request the Sergeant-at-Arms of the House to arrange for the seating of the members of

1 the Senate in a body. The Senators will assemble in the Senate Chamber five minutes
2 before the meeting of any joint session and go to the House in a body.

3 **Rule 35. Appointment and Conduct of Constitutional Employees.** The
4 constitutional employees of the Senate shall be appointed by election during the regular
5 sessions of the General Assembly and shall serve one year terms or until the election of
6 their successors.

7 All the constitutional employees of the Senate shall, one hour before the meeting of
8 the Senate each day, report to the Clerk, who shall report to the Committee on
9 Committees whether all of said employees are on duty. The Committee on Committees,
10 whenever it deems it necessary, shall report to the Senate any dereliction of duty.

11 **Rule 36. Other Employees.** All other professional, clerical and other employees
12 required by the Senate or any of its committees shall, as authorized by the Committee on
13 Committees, be provided by the Legislative Research Commission. Employees
14 performing those services shall be under the supervision of the Committee on
15 Committees.

16 No officer or employee of the Senate shall receive any fee, tip or compensation
17 from any Senator and violation of this rule shall be ground for dismissal.

18 COMMITTEES

19 **Rule 37. Committee on Committees.** There shall be a Committee on
20 Committees composed of the President, the President Pro Tem, the Majority Floor
21 Leader, the Majority Caucus Chairman, the Majority Whip, the Minority Floor Leader,
22 the Minority Caucus Chairman, and the Minority Whip of the Senate.

23 The majority of this committee shall have full power to act on all matters referred to
24 the committee either by these rules or by action of the Senate. A meeting of the
25 Committee on Committees may be called by the President, the Majority Floor Leader, or
26 a majority of the committee members.

27 The President shall be Chairman of the Committee on Committees, and in the

1 President's absence, the Majority Floor Leader shall serve as Chairman.

2 All bills and resolutions bearing the force and effect of law shall, upon their
3 introduction, be automatically referred to the Committee on Committees which shall refer
4 same to the proper committee not later than the fifth day in which the Senate is in session
5 after the date of introduction.

6 The Committee on Committees shall have supervision and control over all
7 employees of the Senate whether elected by the Senate or appointed by the Committee on
8 Committees or provided by the Legislative Research Commission, and the Committee on
9 Committees shall see that they perform all of their duties to the Senate and the members
10 thereof. The Committee on Committees is empowered to discharge any or all of said
11 employees and officers except the constitutional officers of the Senate. The Committee on
12 Committees shall appoint the members of all standing and special committees and shall
13 fill any vacancies thereon.

14 **Rule 38. Standing Committees.** The following shall be the standing committees
15 of the Senate:

- 16 1. Agriculture
- 17 2. Appropriations and Revenue
- 18 3. Banking and Insurance
- 19 4. Economic Development, Tourism, and Labor
- 20 5. Education
- 21 6. Health and Welfare
- 22 7. Judiciary
- 23 8. Licensing, Occupations, and Administrative Regulations
- 24 9. Natural Resources and Energy
- 25 10. State and Local Government
- 26 11. Transportation
- 27 12. Veterans, Military Affairs, and Public Protection

1 The standing committees of the Senate shall operate for the duration of a regular
2 session and throughout any special session. On sine die adjournment of the General
3 Assembly, the standing committees of the Senate shall be constituted subcommittees of
4 the Legislative Research Commission pursuant to KRS Chapter 7.

5 **Rule 39. Appointment of Committees.** The Committee on Committees shall
6 appoint the Chairman, Vice Chairman and the members of all standing and special
7 committees and shall fill any vacancies thereon. A member of the Committee on
8 Committees shall not serve as chairman of a standing committee. The Committee on
9 Committees shall select members of committees and standing subcommittees in
10 proportion to the representation of each political party in the Senate. The Vice Chairman
11 shall act in the absence of the Chairman. The Chairman of any committee may appoint
12 subcommittees and the chairmen thereof to conduct hearings or study any matters which
13 have been referred to the committee.

14 Before the Committee on Committees shall appoint the members of committees and
15 standing subcommittees, the number of members on the committee to be appointed shall
16 be established by the Committee on Committees. At the same time, the Committee on
17 Committees shall establish the number of members of the committee to be appointed
18 from the majority party and the number of members to be appointed from the minority
19 party.

20 The Committee on Committees shall not appoint more than twelve members to any
21 one standing committee, except the Committee on Appropriations and Revenue, the
22 Committee on Education, the Committee on Transportation, and the Committee on
23 Veterans, Military Affairs and Public Protection.

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

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

5 **1. Agriculture:** matters pertaining to crop, livestock, poultry, aquaculture, and
6 their marketing, disease control and warehousing; tobacco; stockyards; agricultural
7 cooperatives and marketing associations; regulation of amusement rides; pesticide
8 application and regulation; agriculture and commercial weights and measures; national
9 food distribution programs; motor fuel quality; grain regulation and the trade of grains
10 and commodities; ethanol and cellulosic fuels; veterinarians; the State Fair; county fairs;
11 agriculture loan and grant programs; agritourism; farm safety and education; the Tobacco
12 Master Settlement Agreement; the Department of Agriculture; and the Governor's Office
13 of Agriculture Policy.

14 **2. Appropriations and Revenue:** matters pertaining to the executive budget and
15 other appropriations of state monies; the levying of state and local taxes, including school
16 taxes; property tax rates and assessments; the state debt; revenue bond projects; claims
17 upon the treasury; accounting of state funds by local officers; audits for state purposes;
18 budget and financial administration; payment, collection and refund of taxes.

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

1 **4. Economic Development, Tourism, and Labor:** matters pertaining to
2 commerce, industry, economic and industrial development, the workforce and the
3 workplace, and tourism not specifically assigned to another committee; economic
4 development planning, international trade and investment; investment companies and
5 industrial loan corporations as they relate to economic and industrial development;
6 recruitment of business and industry; small business matters relative to economic and
7 industrial development; financing of business and industrial development; business
8 regulatory matters, including the Uniform Commercial Code, relative to economic and
9 industrial development; worker training; technology development and application;
10 chambers of commerce; convention centers and publicly owned exhibition and parking
11 facilities; arts and arts exhibition facilities; state, interstate, and national parks and
12 historic sites; travel promotion and advertising; labor unions; collective bargaining;
13 liquefied petroleum gas and other flammable liquids; hotels, electricians; plumbers and
14 plumbing; wages and hours; garnishments; safety and health of employees; child labor;
15 employment agencies; apprenticeship; unemployment compensation; workers'
16 compensation; consumer protection; industrial weights and measures.

17 **5. Education:** matters pertaining to public primary, secondary and higher
18 education; the State Board of Education; the State Department of Education; the powers
19 and duties of local boards of education; conduct of schools; attendance; state support of
20 education; the operation of school districts, teachers' qualifications and tenure; school
21 curriculum; teachers' retirement; school employees; pupil transportation; school property
22 and buildings; vocational education and rehabilitation; state universities and colleges;
23 community colleges; regional education; educational television.

24 **6. Health and Welfare:** matters pertaining to human development, health, and
25 welfare; fire prevention and protection; support of dependents; garbage and refuse
26 disposal; public assistance; child welfare; adoptions; assistance to children; children's
27 homes; disabled persons; aid to the blind; commitment and care of children and families;

1 mental health; health, medical and dental scholarships; local health units and officers;
2 vital statistics; communicable diseases; hospitals, clinics and long-term care facilities;
3 foods, drugs and poisons; hotel, restaurants and trailer park regulations; sanitation plants;
4 sanitation districts; alcoholism; physicians, osteopaths and podiatrists; chiropractors;
5 dentist and dental specialists; nurses; pharmacists; embalmers and funeral directors;
6 clinical psychologists; optometrists, ophthalmic dispensers; physical therapists.

7 **7. Judiciary:** matters pertaining to contracts; the Uniform Commercial Code;
8 debtor-creditor relations; ownership and conveyance of property; private corporations and
9 associations; competency proceedings; administration of trusts and estates of persons
10 under disability; descent, wills and administration of decedents' estates; domestic
11 relations; support of dependents; statutory actions and limitations; eminent domain;
12 arbitration; declaratory judgments; witnesses; evidence; legal notices; construction of
13 statutes; civil procedure; the Supreme Court, the Court of Appeals, circuit courts and
14 district courts; family courts; jurisdiction, rules, terms, judges, commissioners, selections,
15 districts, qualifications, compensation and retirement; clerks of courts; juries; attorneys;
16 receivers; court reporters; habeas corpus; crimes and punishments; criminal procedure;
17 probation and parole; correctional facilities; civil rights; and juvenile matters.

18 **8. Licensing, Occupations, and Administrative Regulations:** review of
19 administrative regulations; matters pertaining to professional licensing not assigned
20 specifically to another committee; racing; prizefighting and wrestling; places of
21 entertainment; alcoholic beverage control; private corporations; cooperative corporations
22 and marketing associations; religious, charitable and educational societies; nonprofit
23 corporations; professional service corporations; cemeteries; barbers and cosmetologists;
24 professional engineers and land surveyors; architects; real estate brokers and agents;
25 public accountants; detection of deception examiners; auctioneers; business schools;
26 warehouses and warehousemen; partnerships; trade practices.

27 **9. Natural Resources and Energy:** matters pertaining to forestry; mining; fish

1 and wildlife resources; soil and water conservation; flood control and water usage,
2 drainage, and irrigation; geology and water resources; waterways and dams; oil, gas, and
3 salt water wells; water pollution; noise pollution; air pollution; protection of the
4 environment; management of waste; the Natural Resources and Environmental Protection
5 Cabinet; privately owned public utilities; rates, permits, and certifications of convenience
6 and necessity; water district rates; utilities in cities; public utility cooperatives; electric
7 and gas utilities and cooperatives; oil and gas transmission companies; telephone
8 companies and cooperatives; municipal utilities and water works; energy and fuel
9 development; energy waste disposal; the Public Service Commission; solar and other
10 renewable energy; hydroelectric and thermonuclear energy; and gasohol and other
11 alternative fuels.

12 **10. State and Local Government:** matters pertaining to the sovereignty and
13 jurisdiction of the Commonwealth; the General Assembly, its committees, officers and
14 service agencies; redistricting; the Governor; the Lieutenant Governor; intergovernmental
15 cooperation; relations with the federal government; administrative organization;
16 administrative regulations; administrative agencies; Department of Law; constitutional
17 offices; state personnel; state retirement systems; public property and public printing;
18 public officers, their terms, appointments, fees, compensation, removal, oaths and bonds;
19 public information; state and regional planning; libraries, including library districts, city
20 and county libraries, and county law libraries; archives and records; public corporations;
21 Commonwealth's attorneys; circuit clerks; the proposing of constitutional amendments
22 and the calling of a constitutional convention; ratification of amendments to the United
23 States Constitution; the election of officers to state, local and school board positions;
24 election commissioners, officers and precincts; qualifications, registration and purgation
25 of voters; conduct of regular and primary elections; presidential and congressional
26 elections; special elections to fill vacancies; contest of elections; corrupt practices and
27 election financing; election offenses and prosecutions; voting machines; absent ballots;

1 the officers, organization, government, and financing of county and city governments;
2 urban-county governments generally; county and city imposed taxes and licenses; special
3 purpose assessment and taxing districts within a city; financing of local government
4 improvements; issuance of bonds for county, city, and special district projects; local
5 government indebtedness generally; compensation of county and city officers and
6 employees; the imposition of duties and costs on local governments; interlocal
7 government cooperation and consolidation of services; local government employees civil
8 service and retirement; powers, duties, and composition of fiscal courts and municipal
9 legislative bodies; the offices of county judge/executive, magistrate, county attorney,
10 sheriff, constable, jailer, coroner, surveyor, and county clerk; forms of local government;
11 incorporation and classification of cities; housing projects; urban renewal and
12 redevelopment; planning and zoning; annexation of territory; public works; parks and
13 playgrounds; police and fire departments and their retirement systems; county roads; city
14 streets and sidewalks; local government utilities and waterworks; acquisition of
15 waterworks and water districts by local governments; sewers; metropolitan sewer and
16 sanitation districts; public road districts; water districts; fire protection districts; drainage
17 districts and local flood control and water usage; local air pollution control districts;
18 urban service districts; and special districts not assigned to another committee.

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

1 **12. Veterans, Military Affairs, and Public Protection:** matters relating to
2 veterans, including veterans' rights, benefits and education; veterans' nursing homes;
3 military affairs and civil defense; national guard; retention of military bases; safety of
4 citizens and security of public buildings and property; military memorials and cemeteries.

5 **Rule 41. Rules Committee.** There shall be a Rules Committee composed of the
6 same membership as the Committee on Committees.

7 All bills and resolutions having been reported out of the committee to which
8 referred and having received their second reading shall be referred to the Rules
9 Committee. The Rules Committee may refer any bill or resolution before it back to the
10 committee which has reported out the bill or resolution, to another committee of
11 jurisdiction, or to the Committee on Appropriations and Revenue in those instances in
12 which the fiscal implications of the measure may require additional consideration.

13 No bill or resolution may be considered by the Rules Committee except on call of
14 the Chairman or by a vote of a majority of the members of the committee. No bill or
15 resolution shall be referred back by the Rules Committee on more than one occasion. No
16 bill or resolution may be retained by the Rules Committee for more than five successive
17 legislative days in which the Senate is in session, except those referred to the Rules
18 Committee with associated amendments, reports, or messages pursuant to Senate Rule
19 59. No measure shall be posted in the Orders of the Day for final passage except by order
20 of the Rules Committee, unless otherwise ordered posted for the next succeeding
21 legislative day by a majority of the Senators voting.

22 The Rules Committee shall arrange the Orders of the Day so that all measures for
23 the consideration of the Senate shall appear thereon, but the Rules Committee may not
24 place in the Orders of the Day any bill or other measure in the possession of a standing or
25 special committee of the Senate. The Rules Committee shall post a notice in a regular
26 place in the Senate Chamber listing the bills to be considered in the Orders of the Day.
27 Should the Senate not complete a day's Orders of the Day, the bills and resolutions

1 remaining unconsidered shall go to the top of the Orders of the Day on the next day that
2 Orders of the Day are considered.

3 The President of the Senate shall be the Chairman of the Rules Committee. The
4 Majority Floor Leader of the Senate shall act for the Rules Committee in calling any bills
5 or resolutions from the Orders of the Day and shall be recognized by the President for that
6 purpose during all times that the Rules Committee is in charge of posting the Orders of
7 the Day. The President Pro Tem shall act as chairman in the absence of the President.

8 Meetings of the Rules Committee shall be open to members of the Senate, members
9 of the media, and others the committee may invite; except no cameras or other recording
10 devices shall be used while the committee is in session. No one other than a member of
11 the Rules Committee shall address the committee except upon invitation of the Chairman
12 or a majority of the members of the committee.

13 **Rule 42. Standing Subcommittees.** The Committee on Appropriations and
14 Revenue shall be divided into the following six standing subcommittees of at least three
15 members each:

- 16 1. Subcommittee on Economic Development and Tourism, Natural Resources
17 and Environmental Protection;
- 18 2. Subcommittee on Education;
- 19 3. Subcommittee on General Government, Finance, and Public Protection;
- 20 4. Subcommittee on Human Resources;
- 21 5. Subcommittee on Justice and Judiciary;
- 22 6. Subcommittee on Transportation.

23 The Subcommittee on Economic Development and Tourism, Natural Resources and
24 Environmental Protection shall be authorized to review all personal service contracts and
25 memoranda of agreement other than those issued by the Transportation Cabinet. The
26 Subcommittee on General Government, Finance, and Public Protection shall be
27 authorized to review capital projects and capital planning. The Subcommittee on

1 Transportation shall be authorized to review all expenditures of the Transportation
2 Cabinet and all contracts and memoranda of agreement issued by the Cabinet.

3 Of the members of each subcommittee, one shall be a member of the Committee on
4 Appropriations and Revenue designated by the chairman of that committee. The other
5 subcommittee members shall be appointed by the Committee on Committees. Any
6 member of the Senate may be appointed a member of a subcommittee. If a subcommittee
7 member is not a member of the Committee on Appropriations and Revenue, the member
8 shall be deemed a liaison of the standing committee from which the member was
9 appointed.

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

12 The chairman of the Committee on Appropriations and Revenue shall appoint co-
13 chairs of each standing subcommittee. A liaison member may be appointed as a co-chair.
14 The chairman and vice chairman of the Committee on Appropriations and Revenue shall
15 serve as ex officio members of each standing subcommittee.

16 **Rule 43. Enrollment Committee.** The Committee on Committees shall appoint
17 an Enrollment Committee of not more than five members. The Enrollment Committee
18 shall be responsible for the engrossment and enrollment of bills and resolutions.

19 **Rule 44. Committee on Conference; Committee on Free Conference.** When a
20 Senate bill has been amended in the House and the Senate refuses to concur in that
21 amendment, or when a House bill has been amended in the Senate and the House refuses
22 to concur in that amendment, and when neither will recede from such action, the
23 Committee on Committees shall appoint a Committee on Conference, of three members,
24 to meet a like Committee from the House. The Committee on Conference shall confer
25 with the House Committee and report back to the Senate within a reasonable time, in the
26 same manner as reports are made for Senate bills. The conference report shall make no
27 recommendation other than agreement upon or rejection of the matter or matters in

1 controversy and shall be voted upon, and, if adopted, the bill shall immediately be put
2 upon its final passage. Second and subsequent conference committees may be appointed.

3 Should a Committee on Conference report its inability to submit a report, or if
4 either house refuses to adopt its report, each house may appoint a Committee on Free
5 Conference, consisting of three or more members. The Senate Committee on Free
6 Conference shall meet with a like committee from the House, and may propose any
7 amendment to the bill at issue, except the report of a Committee on Free Conference shall
8 not be in order if it proposes to make a part of the measure at issue the substantial
9 insertion of the text of any other bill which has not passed both the House and the Senate,
10 or if it proposes the enactment of subject matter not previously considered at the session.
11 The President, when the question is raised, shall rule as to the admissibility of the report
12 of the Committee on Free Conference, subject to appeal to the Senate. The free
13 conference report shall be voted upon; if adopted, the bill shall immediately be put upon
14 its final passage, provided, however, that if a motion to reconsider coupled with a motion
15 to lay on the table has been adopted by the Senate, the vote of a constitutional majority of
16 the Senate shall be required to adopt the report of the free conference. Second and
17 subsequent free conference committees may be appointed.

18 Except for report of disagreement, the consideration of the report of a Committee on
19 Conference or a Committee on Free Conference, and final passage of the bill to which the
20 report is attached shall not be in order on the same legislative day as the bill and report
21 are received by the Senate.

22 **Rule 44A. Majority and Minority Caucuses.** The Majority Caucus of the Senate
23 shall consist of all Senate members of majority party affiliation. The Minority Caucus of
24 the Senate shall consist of all Senate members of minority party affiliation. The majority
25 and minority caucuses of the Senate shall be committees, other than standing committees,
26 of the Senate and General Assembly.

27 **Rule 44B. Open Meetings of Committees.** The meetings of the committees of the

1 Senate, other than the majority and minority caucuses, shall be open to the public.

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

7 The Committee on Committees, in conference with committee chairmen, shall
8 schedule a definite time and place for the meetings of each committee, and that schedule
9 shall be posted in the Senate Chamber and published in the Legislative Record. A
10 committee shall meet at the scheduled time and place, so long as business is pending
11 before the committee. A committee chairman may recess a committee meeting on the
12 chairman's own motion for a definite period of time, not to exceed fifteen minutes.

13 The Chairman shall keep a record of the attendance of members at meetings, which
14 record shall be filed with the Clerk.

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

18 **Rule 46. Committee Reports.** Every Committee should report the disposition of
19 every bill and resolution referred to it as promptly as possible. A standing committee may
20 report a bill or resolution in the following manner:

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

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

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

26 "Without expression of opinion."

27 **Rule 47. Majority and Minority Reports.** It shall require a majority of the

1 committee membership to report a bill or resolution. The chairman shall keep a record of
2 the vote of each member on the disposition of each bill which shall be filed with the
3 Clerk. The chairman may sign reports on behalf of a majority of the committee members.
4 The chairman's signature shall attest to the action of a majority, but shall not be construed
5 as the chairman's personal approval or disapproval of the bill.

6 A committee report may be accompanied by a minority report, signed by those
7 members who have dissented from the committee's report; it shall be in order to move the
8 adoption of the minority report as a substitute for the committee's report when the
9 committee offers its report. It shall require a majority of the members elected to adopt the
10 minority report. The committee's report shall always be read before the minority report is
11 read.

12 **Rule 48. Failure to Report.** Whenever a committee fails or refuses to report a
13 bill submitted to it, any member may, upon filing with the Clerk a written petition to
14 determine if the committee has held the bill for an unreasonable time, call the petition for
15 consideration on the next succeeding legislative day after its filing. If a majority of the
16 members elected to the Senate concur that the bill has been held an unreasonable time by
17 voting to approve the petition, the bill shall be considered as though it had been regularly
18 reported and shall be given its first reading and thereafter treated as any other bill which
19 had been reported from a committee.

20 **Rule 49. Procedure in Committee.** The rules of procedure in the Senate shall be
21 observed in committee insofar as the same are applicable.

22 **BILLS AND RESOLUTIONS**

23 **Rule 50. Form of Bills.** All bills introduced shall be printed on the computerized
24 bill preparation system of the Legislative Research Commission, and none otherwise
25 prepared shall be accepted for introduction. Bills shall be offered as one original and four
26 distinctly legible copies. The original shall be the official bill, and shall be retained by the
27 Clerk for the use of the Senate until engrossed and sent to the House. A replacement

1 original of a bill, generated pursuant to these Rules, shall thereafter be considered the
2 original and official bill. One copy shall be used for committees. Two copies shall be for
3 the use of the media and shall be given to a person designated by the media. One copy
4 shall be provided to the Legislative Research Commission. All copies shall be backed
5 with a protective cover as provided for this purpose by the Legislative Research
6 Commission. The title of the bill, or a portion thereof, and the signature of the Senator
7 introducing the bill shall be placed on each cover.

8 In all bills, as introduced and as printed, which seek to amend existing sections of
9 the Kentucky Revised Statutes, any new matter contained therein shall be underscored;
10 when an amendment proposes the elimination of matter in an existing law, the
11 elimination shall be indicated on the bill by placing the material proposed to be
12 eliminated in brackets, and by striking through the material with slash marks so as not to
13 render the words illegible. Any section of a bill seeking to repeal a section or sections of
14 the Kentucky Revised Statutes shall set forth in addition to the statute section number the
15 statute section headnote as it appears in the Kentucky Revised Statutes. The Clerk shall
16 refer to the Legislative Research Commission any bills offered for introduction not
17 conforming with the computerized bill preparation system of the Legislative Research
18 Commission.

19 **Rule 51. Introduction of Bills.** Bills and resolutions may be filed with the Clerk
20 any time the Clerk's office is open. Bills and resolutions that have been filed with the
21 Clerk shall be introduced in the regular Order of Business. The Clerk or an assistant Clerk
22 shall be present at the Clerk's desk in the Senate Chamber one hour prior to the time
23 fixed for convening each day to receive bills and resolutions. Bills and resolutions filed
24 after the Senate has concluded Introduction of New Bills and Resolutions in the Order of
25 Business shall be introduced on the next legislative day. The Clerk shall number bills in
26 the order received, record their introduction, and transmit a copy immediately to the
27 Committee on Committees for reference to committee. In a regular session in an even-

1 numbered year, no bill or resolution having the force of law shall be introduced after the
2 40th legislative day of the session. In a regular session in an odd-numbered year, no bill
3 or resolution having the force of law shall be introduced after the 13th legislative day of
4 the session. The two legislative days immediately prior to the veto recess shall be
5 reserved by the Senate exclusively for the business of concurring in amended Senate bills.
6 Any legislative day falling after the veto recess shall be reserved by the Senate
7 exclusively for the purpose of considering vetoed bills.

8 **Rule 52. Fiscal Statement.** A sponsor of a bill which, if enacted, would affect the
9 revenues or expenditures of the Commonwealth generally, may at any time by request
10 cause the staff of the Legislative Research Commission to analyze and prepare a fiscal
11 statement for the measure. The staff of the Legislative Research Commission shall
12 analyze and prepare a fiscal statement for any bill which, if enacted, would fiscally affect
13 local governments in a significant manner through the imposition of a local mandate;
14 constitute a mandated health benefit; change the financial liability of any public
15 retirement system administered by an agency of state government; or fiscally affect state
16 or local corrections services in a significant manner, including any bill which would
17 modify or create a criminal penalty or otherwise affect the population of a correctional
18 system or facility. The chairman or a majority of the committee to which a bill has been
19 referred may require that a fiscal statement be attached to the bill prior to final committee
20 action. No measure for which the preparation of a fiscal statement has been requested or
21 is required pursuant to this rule shall be placed in the Orders of the Day until the fiscal
22 statement is attached. Members may require, by majority vote, that a fiscal statement be
23 prepared for any bill on the Orders of the Day not otherwise requiring preparation of a
24 fiscal statement. In that instance, the fiscal statement shall be attached to the bill prior to
25 final consideration on the floor of the Senate. The requirement for a fiscal statement may
26 be waived by a vote of a majority of the members elected to the Senate.

27 **Rule 53. Fiscal Statements for Amendments.** Any member proposing an

1 amendment from the floor which relates to fiscal matters described in Rule 52 shall cause
2 a fiscal statement to be prepared and attached to the amendment. Until the time the fiscal
3 statement is prepared and attached to the amendment, action on the bill to be amended
4 along with the proposed amendment shall be passed over in the Orders of the Day but
5 retained in the Orders of the Day.

6 **Rule 54. Reference of Bills.** The Committee on Committees shall refer all bills to
7 the proper standing committee not later than the fifth day in which the Senate is in session
8 after the date of introduction. When a Senate bill has been amended in the House and has
9 been returned to the Senate for concurrence in the amendment, it shall be referred to the
10 Rules Committee, which may refer the bill to a standing committee or post the bill in the
11 Orders of the Day. Bills originating in and passed by the House when reported to the
12 Senate shall be referred to the Committee on Committees and shall take the same course
13 as other bills.

14 **Rule 55. Printing of Bills.** Upon receipt of a bill, the Legislative Research
15 Commission shall examine the form of the bill, to ensure that it is free from errors of
16 form or typography and has been assigned the proper KRS section or chapter numbers. If
17 a formal change is necessary, the Commission shall request the sponsor of the bill to sign
18 a form approving the specified changes. If a bill is found to be correct, or corrections have
19 been approved, the Commission shall authorize its printing.

20 The Legislative Research Commission shall have printed at least two hundred
21 copies of each bill or resolution carrying the force and effect of law introduced in the
22 Senate and of each bill or resolution carrying the force and effect of law acted on by the
23 House and reported to the Senate. Bills shall be printed in the order in which they are
24 introduced and distributed to members immediately upon being printed.

25 **Rule 56. Readings of Bills.** If a bill is reported without expression of opinion, a
26 vote may then be taken on whether it shall be read at length and be placed on the
27 Calendar, if a majority of the members elected to the Senate shall concur therein. When

1 reported favorably by the committee, the bill shall then be given its first reading at length
2 and shall be placed by the Clerk upon the Calendar, and shall then be entitled to its
3 second reading the next succeeding legislative day.

4 Every bill shall be read at length on three different days; but the second and third
5 readings may be dispensed with by a majority of all the members elected to the Senate
6 and the bill read by its title.

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

10 (a) The Clerk shall keep a Regular Calendar and a Consent Calendar for each
11 legislative day, showing the bills receiving their second reading.

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

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

17 (3) A Standing Committee may, at the time of favorably reporting any Senate or
18 House Bill, recommend that it be placed in the Consent Calendar, provided:

19 (a) The primary sponsor has so requested, when it is a Senate Bill, and

20 (b) The bill receives a "should pass" or "should pass with committee
21 amendment/substitute attached" recommendation from the committee by a unanimous
22 vote of the members present.

23 Any Senate or House Bill thus reported shall be first placed in the Consent Calendar
24 on the day on which it is entitled to a second reading and shall continue to be shown in
25 the Calendar until taken therefrom by the Rules Committee and posted in the Consent
26 Orders. Bills receiving a second reading should be so designated to distinguish them from
27 bills which have already received their second reading.

1 (4) A certificate shall be attached to each bill recommended for the Consent
2 Calendar, showing the request of the sponsor of any Senate Bill, and the unanimous
3 recommendation of the members present, signed by the Chairman.

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

7 (6) Upon the call of the Consent Orders, each bill in those Orders shall be given a
8 third reading by title only. The President shall then allow a reasonable time for questions
9 from the floor and any explanation necessary by the sponsor or committee chairman.
10 Consent Order bills may not be amended from the floor.

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

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

19 (9) Upon the written petition of any five members objecting to the placement or
20 retention of any bill in the Consent Calendar or Consent Orders, that bill shall cease to be
21 so considered and shall be placed in the Regular Calendar or Regular Orders, as provided
22 in these rules.

23 **Rule 58. Orders of the Day.** When a bill has had its second reading it shall be
24 referred to the Rules Committee to be placed in the Orders of the Day, or be recommitted,
25 and when next reached in the Senate it shall be ready for recommitment, or to be read a
26 third time and placed upon its passage, and the President shall so announce to the Senate.

27 Except as provided in Rule 41, a bill may be recommitted or amended at any time

1 before its passage. Bills shall be placed in the Orders of the Day and shall be taken
2 therefrom in accordance with Rule 41.

3 No bill shall be taken from the Orders of the Day unless it shall have been
4 previously distributed to the members. No bill, amendment, or committee substitute
5 relating to congressional or legislative redistricting shall be taken from the Orders of the
6 Day unless it shall have been verified by Legislative Research Commission staff using the
7 Commission's redistricting software, as evidenced by the Legislative Record summary
8 notation "PLAN INTEGRITY VERIFIED" and the "Geographic Integrity Verified"
9 notation on amendments.

10 **Rule 59. Concurrence in Amendments and Reports of Conference**
11 **Committees; Receding from Amendments; Final Passage.** When a Senate bill and
12 message have been received from the House requesting concurrence in an amendment or
13 amendments adopted thereby, or when a report of a conference committee or a veto
14 message is received, the bill and message or report so received shall be referred to the
15 Rules Committee for posting to the Orders of the Day or referral of a bill for concurrence
16 to a standing committee as provided in Rule 54. The Clerk shall distribute appropriate
17 copies of the bill and its proposed amendment, report, or message to each member of the
18 appropriate committee. The Rules Committee may post those bills to Orders of the Day
19 for consideration of the amendment, report, or message, and final passage, giving
20 precedence to those over all other matters posted.

21 When bills with amendments for concurrence or with conference committee reports
22 are reached in Orders of the Day, the President shall first put the question of concurrence
23 in the amendment or report, and if the vote on that question is favorable, the bill shall be
24 put immediately upon its final passage.

25 **Rule 60. Amendments to Bills.** All amendments offered by a committee or by an
26 individual Senator shall be typewritten on forms with a proper heading, furnished by the
27 Legislative Research Commission. Each amendment shall bear in addition to the

1 signature of the Senators offering it, an indication of review by the staff of the Legislative
2 Research Commission. All amendments shall refer to the proper page and line of the
3 printed bill. An original and six copies of each amendment shall be filed. The Clerk shall
4 not accept for filing any amendment not conforming with this Rule as to form.
5 Amendments filed with the Clerk shall be introduced in the regular Order of Business.
6 Amendments may be filed with the Clerk any time the Clerk's office is open, and at the
7 Clerk's desk in the Senate Chamber while the Senate is in session. The Clerk shall
8 forward two copies to the Legislative Research Commission. No amendment shall be in
9 order that is not germane to the matter under consideration and that has not been filed
10 prior to adjournment at least one legislative day prior to consideration of the bill or
11 resolution. The President, when the question is raised, shall rule as to the admissibility of
12 the proposed amendment, subject to appeal to the Senate.

13 No amendment to a bill under consideration shall be in order if it contains the
14 substantial text of the language of any other bill introduced during the session which has
15 not passed the Senate. When an amendment is drafted which contains the substantial text
16 of any bill introduced during the session, the staff of the Legislative Research
17 Commission shall identify the amendment. When a question is raised as to the identity of
18 a proposed amendment containing the substantial text of any other bill introduced during
19 the session which has not passed the Senate, the President shall rule thereon, subject to
20 appeal to the Senate.

21 If a proposed floor amendment to a branch budget bill will result, if adopted, in a
22 loss of revenues or an increase in expenditures for a budget unit, the amendment shall
23 specify by budget unit the source of funds that will offset the loss of revenues or specify
24 the budget unit or other source of funds that will support the increased expenditures. If a
25 budget unit or other source of funds is specified, the amendment shall include all
26 necessary language to effect the changes.

27 A committee substitute, upon its adoption, shall be considered as the original bill

1 for purposes relating to the permissible degree of further amendment of the bill. Any
2 proposal to amend the title of a bill shall be by separate title amendment. The question of
3 adoption of an offered title amendment for a bill shall be presented to the body
4 immediately after adoption of the bill.

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

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

13 **Rule 62. Enrollment of Bills.** All Senate bills and resolutions which have passed
14 both the Senate and the House shall be delivered by the Senate Clerk to the Enrolling
15 Clerk, taking a receipt therefor. The Senate Clerk shall keep the number and title of all
16 bills and joint and concurrent resolutions carrying the force and effect of law, passed by
17 the House of Representatives and the Senate, in a suitable record book attesting the fact
18 and date of passage.

19 If a bill which originates in the Senate is amended by the House and the Senate
20 concurs in the amendments proposed and adopted by the House, the Clerk of the Senate
21 shall engross said amendments in the original copy of the bill by typing or may generate a
22 replacement original copy of the Senate bill through computerized process. The Clerk
23 shall deliver a printed copy of the original bill or replacement therefor, if applicable, to
24 the Legislative Research Commission, taking a receipt therefor. The Commission then
25 shall prepare the amended enrolled copy, and return the copy to the Enrolling Clerk of the
26 Senate.

27 The original bill or resolution or replacement therefor, if applicable, and the

1 enrolled copy prepared by the Legislative Research Commission shall be delivered to the
2 Committee on Enrollment. The Enrolling Clerk shall certify that each is in the exact form
3 as finally passed prior to delivery. The Committee on Enrollment and the Enrolling Clerk
4 shall jointly compare the original bill with the enrollment copy, and if the enrollment is
5 ascertained to be correctly done, the Committee shall report the same to the Senate. If any
6 bill or resolution is found not correctly enrolled, it shall be returned to the Enrolling Clerk
7 to be properly enrolled and delivered to the Committee on Enrollment as is first provided
8 herein.

9 **Rule 63. Signing of Bills.** The Enrolling Clerk of the Senate shall deliver the
10 original and enrolled copies of Senate bills and resolutions signed by the President or the
11 President Pro Tem to the Chairman of the Enrollment Committee of the House for
12 presentation to the Speaker of the House for the Speaker's signature. When signed by the
13 Speaker of the House, the enrolled bill or resolution and the original copy thereof shall be
14 returned by the Enrolling Clerk to the Clerk of the Senate, who shall present the enrolled
15 bill or resolution to the Governor for approval and take the Governor's receipt for same.

16 **Rule 64. Resolutions.** Resolutions having the force and effect of law shall be
17 treated and considered as bills in all respects under these rules. A simple or concurrent
18 resolution expressing the will of the Senate shall, upon its introduction, be referred to the
19 Committee on Committees, which may refer it to the floor if it is honorary, benevolent,
20 and does not direct further action; otherwise, it shall be referred to a standing committee.
21 Resolutions referred to a standing committee may be considered for adoption only after
22 receiving a recommendation from a standing committee and being posted for passage by
23 the Rules Committee. All resolutions recommending a study by an interim committee,
24 task force, or special committee of the Legislative Research Commission shall include the
25 following language: "Provisions of this resolution to the contrary notwithstanding, the
26 Legislative Research Commission shall have the authority to alternatively assign the
27 issues identified herein to an interim joint committee or subcommittee thereof, and to

1 designate a study completion date." All resolutions recommending a study, or which
2 recommend creation of a task force or special committee of the Legislative Research
3 Commission shall be concurrent or joint resolutions.

4 **Rule 65. Legislative Citations.** For the purpose of extending the commendations,
5 condolences or congratulations of the General Assembly to a particular person, or to
6 recognize a particular event or occasion, there may be issued a "Legislative Citation."
7 Citations may not be used for procedural matters, matters of a controversial or partisan
8 political nature, nor in place of resolutions memorializing the U.S. Congress, but only
9 when appropriate to express the feeling of the Senate or of the General Assembly with
10 reference to a person or event.

11 Each citation shall be prepared in single copy on an artistically designed form,
12 suitable for framing, shall bear the signature of the sponsor and the name of the person or
13 event cited, and upon adoption shall be spread at length upon the Journal. Citations shall
14 be considered in the order of business "Motions, Petitions, and Communications," and
15 without objection shall be adopted upon motion of the sponsor. Citations shall be offered
16 for consideration through presentation to the Clerk.

17 **VOTING**

18 **Rule 66. Roll Call.** Any member, with a second, may demand a roll call on any
19 matter pending before the Senate. The names of Senators shall be arranged alphabetically
20 when taking a yea and nay vote.

21 **Rule 67. Pairing.** All pairs announced in the Senate shall be entered on the
22 Journal.

23 **Rule 67A. Participation in committee by videoconferencing.** A member of the
24 Senate shall be allowed to participate and vote via videoconferencing in all matters before
25 a Senate committee if the following conditions are met:

26 1. The member is experiencing a short-term physical condition, because of which a
27 physician states the member shall not travel from home or hospital. The member shall file

1 with the Rules Committee the physician's written statement verifying the member's
2 inability to travel; and

3 2. The member's illness or incapacity does not permit travel for at least one week
4 but not more than four weeks; and

5 3. The member pays all expenses related to implementing the videoconferencing
6 connection between the committee meeting rooms and the member's remote location; and

7 4. The Rules Committee approves the member's request for implementation of a
8 videoconferencing connection.

9 If the Rules Committee approves the member's request to participate via
10 videoconferencing, the Committee on Committees shall arrange for committees to which
11 the member belongs to meet in rooms equipped with videoconferencing capability. If the
12 only meeting room available is scheduled to be occupied by a committee of the House of
13 Representatives, the Committee on Committees shall make a written request to the Clerk
14 of the House, asking that arrangements be made to exchange meeting rooms with the
15 Senate committee which seeks to use the videoconferencing room.

16 **Rule 68. Division of the Senate.** If the President is in doubt as to the result of a
17 viva voce, or a division is demanded, the Senate shall divide. Those voting in the
18 affirmative shall first rise and be counted, and the President shall announce the number of
19 those so voting. Those voting in the negative shall then rise and be counted and the
20 President shall announce the number so voting. The President may appoint tellers to
21 count those voting.

22 **Rule 69. Adjournment Extended During Roll Call.** When the roll is being
23 called in taking a yea and nay vote, and the hour of adjournment arrives, the same shall
24 stand extended until after the yea and nay vote has been completed and the result
25 announced.

26 **PRIVILEGE OF THE FLOOR**

27 **Rule 70. Persons Entitled to the Floor.** When the Senate is in session, including

1 any time that the Senate has resolved itself into a committee of the whole, and one hour
2 before and one-half hour after no person shall be permitted upon the floor, except the
3 present members of the General Assembly and all officers and employees of the Senate
4 and members of the immediate family of Senators. Bona fide news media correspondents
5 shall be admitted to the floor when recommended by the Committee on Committees and
6 shall be governed by the rules of the Senate and assigned by the Committee on
7 Committees to a press section specifically set aside for them. The clerk of the Senate shall
8 provide proper identification for families of Senators. The doorkeepers shall not admit
9 these persons without proper identification.

10 Any person may be extended the privilege of the floor by invitation previously
11 extended by a majority vote of members of the Senate, but that privilege shall be
12 extended only for a specified time and purpose. No person who shall have been extended
13 the privilege of the floor for a specified time shall engage in any activities for or against
14 any bill, motion or other proceeding upon the floor of the Senate while in session. No
15 privilege of the floor shall be granted to any registered or unregistered lobbyist or
16 legislative agent if the same be known by the Senate, and it shall be the duty of any
17 Senator having this knowledge to bring it to the attention of the Senate, and lobbying
18 shall be grounds for revocation of this privilege.

19 A special section of the gallery shall be reserved for the guests of members, who
20 shall be admitted upon presentation of an identification card. Senators may submit the
21 names of guests to the Clerk, who shall read the names to the Senate.

22 **Rule 71. Restriction of lobbying and access to the Senate Chambers and**
23 **office areas.** No person shall engage in lobbying for or against any measure while the
24 Senate is in session, or in recess, in any of the corridors or passages or in any of the
25 rooms in that part of the Capitol assigned to the use of the Senate, and no registered
26 lobbyist shall enter that part of the Capitol while the Senate is in session, including any
27 time the Senate has resolved itself into a committee of the whole. This rule shall not be

1 construed to prohibit the use of the corridors or passages in going to and from the Senate
2 galleries by any person.

3 Only authorized persons shall be allowed access to the office areas assigned for use
4 of the members and staff of the Senate. For the purposes of this paragraph, "authorized
5 person" means a member of the General Assembly, an employee of the General Assembly
6 or Legislative Research Commission, or a person having obtained specific access
7 authorization from a member or employee. For the purposes of this paragraph, "office
8 areas" means the fourth floor of the Capitol.

9 **Rule 72. Restrictions.** No article, booklet, pamphlet or any other printed matter,
10 other than documents sent by a member identified on the face of the document or its
11 attachments to any other member, shall be placed upon the Chamber desk of any member
12 unless the article, booklet, pamphlet or other printed matter is authorized by the Senate
13 President's office and contains the signature of the author, or the party interested in the
14 distribution thereof is clearly identified. The Sergeant-at-Arms shall be charged with the
15 duty of enforcing this rule and seeing that no individual other than Senate members or
16 employees of the Senate under the direction of the Clerk shall cause materials of any
17 nature to be distributed in the Chamber. Questions as to the propriety of materials shall be
18 referred to the Committee on Committees for resolution. Any unauthorized material shall
19 be collected from members' desks by the Janitor and treated as litter. No material may be
20 displayed upon the screen at the front of the Chamber without authorization of the
21 President. Any member or guest requesting to display props, charts, or other visual aids in
22 the Chamber during the debate of a bill, resolution, or amendment shall, one legislative
23 day preceding the deliberation of the matter under consideration, deliver to the Senate
24 Clerk a petition of the material intended for display. The petition shall be referred to the
25 Rules Committee. No props, charts, or other visual aids shall be displayed in the Senate
26 Chamber during the debate of a bill, resolution, or amendment without prior consent of
27 the Rules Committee.

SENATE CONFIRMATION

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2 **Rule 73. Requests for Confirmation of Executive Appointments.** When a
3 communication is received by the Senate requesting its confirmation of an appointment of
4 an officer or officers to membership on an executive agency body the question of the
5 confirmation shall be referred to the Committee on Committees for its consideration and
6 action. The Committee on Committees shall refer the matter to a standing committee, to
7 the Senate sitting as a committee of the whole, or directly to the Rules Committee. Any
8 question of confirmation of an appointment reported to the floor by a standing committee
9 or the Senate sitting as a committee of the whole shall then be referred to the Rules
10 Committee. Any person whose confirmation of appointment is under consideration by a
11 standing committee or the Senate sitting as a committee of the whole shall appear for the
12 purpose of offering testimony before the committee at its direction prior to final
13 committee action on the matter, unless the appearance is waived by vote of the
14 committee.

RULES

15
16 **Rule 74. Mason's Manual.** In the absence of a specific rule of the Senate, the
17 most recent edition of Mason's Manual of Legislative Procedure adopted by the National
18 Conference of State Legislatures shall govern the proceedings, except that in all cases
19 where general parliamentary law provides for a rule of two thirds, it shall mean in this
20 Senate a majority of all the members elected to the Senate. Any issue not addressed by the
21 Rules of the Senate or Mason's Manual of Legislative Procedure shall be decided by the
22 normal rules of statutory construction.

23 **Rule 75. Change of Rules.** The Rules of the Senate, after their adoption, shall not
24 be altered, changed, amended, suspended or interrupted, unless the same be done by a
25 majority of the members elected to the Senate; notwithstanding any other rule of the
26 Senate to the contrary, a constitutional majority of the Senate may suspend the rules at
27 any time for any purpose. Whenever a rule is suspended, no measure shall be considered

- 1 under suspension except the measure or measures in whose favor the suspension was
- 2 invoked, and only for that day.