

Assembly Concurrent Resolution No. 1—Committee  
on Legislative Operations and Elections

FILE NUMBER.....

ASSEMBLY CONCURRENT RESOLUTION—Adopting the Joint  
Rules of the Senate and Assembly for the 31st Special  
Session of the Nevada Legislature.

RESOLVED BY THE ASSEMBLY OF THE STATE OF NEVADA, THE  
SENATE CONCURRING, That the following Joint Rules of the Senate  
and Assembly for the 31st Special Session of the Legislature are  
hereby adopted:

***APPLICABILITY OF JOINT RULES***

***Rule No. 1. Generally.***

***The Joint Rules for the 31st Special Session of the Legislature  
are applicable only during the 31st Special Session of the  
Legislature.***

***CONFERENCE COMMITTEES***

***Rule No. 2. Procedure Concerning.***

***1. In every case of an amendment of a bill, or joint or  
concurrent resolution, agreed to in one House, dissented from in  
the other, and not receded from by the one making the  
amendment, each House may appoint a committee to confer with a  
like committee to be appointed by the other; and, if appointed, the  
committee shall meet publicly at a convenient hour to be agreed  
upon by their respective chairs and announced publicly, and shall  
confer upon the differences between the two Houses as indicated  
by the amendments made in one and rejected in the other and  
report as early as convenient the result of their conference to their  
respective Houses.***

***2. The report shall be made available to all members of both  
Houses. The whole subject matter embraced in the bill or  
resolution shall be considered by the committee, and it may  
recommend recession by either House, new amendments, new bills  
or resolutions, or other changes as it sees fit. New bills or  
resolutions so reported shall be treated as amendments unless the  
bills or resolutions are composed entirely of original matter, in  
which case they shall receive the treatment required in the  
respective Houses for original bills, or resolutions, as the case may  
be. A conference committee shall not recommend any action***



*which would cause the creation of more than one reprint or more than one bill or resolution.*

*3. The report of a conference committee may be adopted by acclamation. The report is not subject to amendment.*

*4. There shall be but one conference committee on any bill or resolution. A majority of the members of a conference committee from each House must be members who voted for the passage of the bill or resolution.*

## MESSAGES

*Rule No. 3. Procedure Concerning.*

*1. Proclamations by the Governor convening the Legislature in special session must be filed and entered in the Journal of proceedings.*

*2. Whenever a message from the Governor is received, it shall be entered in full in the Journal of proceedings.*

*3. Messages from the Senate to the Assembly shall be delivered by the Secretary of the Senate or a person designated by the Secretary and messages from the Assembly to the Senate shall be delivered by the Chief Clerk of the Assembly or a person designated by the Chief Clerk.*

## NOTICE OF FINAL ACTION

*Rule No. 4. Communications.*

*Each House shall communicate its final action on any bill or resolution, or matter in which the other may be interested, by written notice. Each such notice sent by the Senate must be signed by the Secretary of the Senate, or a person designated by the Secretary. Each such notice sent by the Assembly must be signed by the Chief Clerk of the Assembly, or a person designated by the Chief Clerk.*

## BILLS AND JOINT RESOLUTIONS

*Rule No. 5. Signature.*

*Each enrolled bill or joint resolution shall be presented to the presiding officers of both Houses for signature. The presiding officer of the Senate shall sign the bill or joint resolution and the presiding officer of the Assembly, after an announcement of his or her intention to do so is made in open session, shall sign the bill or*



*joint resolution. Their signatures shall be followed by those of the Secretary of the Senate and Chief Clerk of the Assembly.*

**Rule No. 6. Joint Sponsorship.**

*1. A bill or resolution introduced by a committee of the Senate or Assembly may, at the direction of the chair of the committee, set forth the name of a committee of the other House as a joint sponsor, if a majority of all members appointed to the committee of the other House votes in favor of becoming a joint sponsor of the bill or resolution. The name of the committee joint sponsor must be set forth on the face of the bill or resolution immediately below the date on which the bill or resolution is introduced.*

*2. The Legislative Counsel shall not cause to be printed the name of a committee as a joint sponsor on the face of a bill or resolution unless the chair of the committee has signed his or her name next to the name of the committee on the colored back of the introductory copy of the bill or resolution that was submitted to the front desk of the House of origin or the statement required by subsection 4.*

*3. Upon introduction, any bill or resolution that sets forth the names of primary joint sponsors must be numbered in the same numerical sequence as other bills and resolutions of the same House of origin are numbered.*

*4. Once a bill or resolution has been introduced, a primary joint sponsor or nonprimary joint sponsor may only be added or removed by amendment of the bill or resolution. An amendment which proposes to add or remove a primary joint sponsor must not be considered by the House of origin of the amendment unless a statement requesting the addition or removal is attached to the copy of the amendment submitted to the front desk of the House of origin of the amendment. If the amendment proposes to add or remove a committee as a primary joint sponsor, the statement must be signed by the chair of the committee. A copy of the statement must be transmitted to the Legislative Counsel if the amendment is adopted.*

*5. An amendment that proposes to add or remove a primary joint sponsor may include additional proposals to change the substantive provisions of the bill or resolution or may be limited only to the proposal to add or remove a primary joint sponsor.*



## PUBLICATIONS

### *Rule No. 7. Ordering and Distribution.*

*1. The bills, resolutions, journals and histories will be provided electronically to the officers and members of the Senate and Assembly, the staff of the Legislative Counsel Bureau, the press and the general public on the Nevada Legislature's Internet website.*

*2. Each House may order the printing of bills introduced, reports of its own committees, and other matters pertaining to that House only; but no other printing may be ordered except by a concurrent resolution passed by both Houses. Each Senator is entitled to the free distribution of four copies of each bill introduced in each House, and each Assemblyman and Assemblywoman to such a distribution of two copies. Additional copies of such bills may be distributed at a charge to the person to whom they are addressed. The amount charged for distribution of the additional copies must be determined by the Director of the Legislative Counsel Bureau to approximate the cost of handling and postage for the entire session.*

## RESOLUTIONS

### *Rule No. 8. Types, Usage and Approval.*

*1. A joint resolution must be used to:*

*(a) Propose an amendment to the Nevada Constitution.*

*(b) Ratify a proposed amendment to the United States Constitution.*

*(c) Address the President of the United States, Congress, either House or any committee or member of Congress, any department or agency of the Federal Government, or any other state of the Union.*

*2. A concurrent resolution must be used to:*

*(a) Amend these Joint Standing Rules which requires a majority vote of each House for adoption.*

*(b) Request the return from the Governor of an enrolled bill for further consideration.*

*(c) Request the return from the Secretary of State of an enrolled joint or concurrent resolution for further consideration.*

*(d) Resolve that the return of a bill from one House to the other House is necessary and appropriate.*

*(e) Express facts, principles, opinions and purposes of the Senate and Assembly.*



(f) *Establish a joint committee of the two Houses.*

(g) *Direct the Legislative Commission to conduct an interim study.*

3. *A concurrent resolution or a resolution of one House may be used to memorialize a former member of the Legislature or other notable or distinguished person upon his or her death.*

4. *A resolution of one House may be used to request the return from the Secretary of State of an enrolled resolution of the same House for further consideration.*

5. *A resolution of one House may be used for any additional purpose determined appropriate by the Majority Leader of the Senate or the Speaker of the Assembly, respectively.*

## AMENDMENTS

### *Rule No. 9. Germaneness Required.*

1. *The Legislative Counsel shall not honor a request for the drafting of an amendment to a bill or resolution if the subject matter of the amendment is independent of, and not specifically related and properly connected to, the subject that is expressed in the title of the bill or resolution.*

2. *For the purposes of this Rule, an amendment is independent of, and not specifically related and properly connected to, the subject that is expressed in the title of a bill or resolution if the amendment relates only to the general, single subject that is expressed in that title and not to the specific whole subject matter embraced in the bill or resolution.*

3. *This Rule must be narrowly construed.*

## ADJOURNMENT

### *Rule No. 10. Limitations and Calculation of Duration.*

1. *In calculating the permissible duration of an adjournment for 3 days or less, Sunday must not be counted.*

2. *The Legislature may adjourn for more than 3 days by motion based on mutual consent of the Houses or by concurrent resolution. One or more such adjournments may be taken to permit a committee or the Legislative Counsel Bureau to prepare the matters respectively entrusted to them for the consideration of the Legislature as a whole.*



## **EXPENDITURES FROM THE LEGISLATIVE FUND**

### **Rule No. 11. Manner of Authorization.**

*Except for routine salary, travel, equipment and operating expenses, no expenditures shall be made from the Legislative Fund without the authority of a concurrent resolution regularly adopted by the Senate and Assembly.*

## **RECORDS OF COMMITTEE PROCEEDINGS**

### **Rule No. 12. Duties of Secretary of Committees and Director.**

*1. Each committee shall cause a record to be made of the proceedings of its meetings.*

*2. The secretary of a committee shall:*

*(a) Label each record with the date, time and place of the meeting and also indicate on the label the numerical sequence in which the record was made;*

*(b) Keep the records in chronological order; and*

*(c) Deposit the records upon their completion with the Research Library of the Legislative Counsel Bureau.*

*3. The Director of the Legislative Counsel Bureau shall:*

*(a) Make the records available for accessing by any person during office hours under such reasonable conditions as the Director may deem necessary; and*

*(b) Retain the records for two bienniums and at the end of that period keep some form or copy of the record in any manner the Director deems reasonable to ensure access to the record in the foreseeable future.*

### **Rule No. 13. Reserved.**

## **ANTI-HARASSMENT POLICY**

### **Rule No. 14. Maintenance of Working Environment; Procedure for Filing, Investigating and Taking Remedial Action on Complaints.**

*1. The Legislature hereby declares that it is the policy of the Legislature to prohibit any conduct, whether intentional or unintentional, which results in sexual harassment or other unlawful harassment based upon any other protected category. The Legislature intends to maintain a working environment which is free from sexual harassment and other unlawful harassment. Each Legislator is responsible to conduct himself or herself in a*



*manner which will ensure that others are able to work in such an environment.*

*2. In accordance with Title VII of the Civil Rights Act, 42 U.S.C. §§ 2000e et seq., for the purposes of this Rule, "sexual harassment" means unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature when:*

*(a) Submission to such conduct is made either explicitly or implicitly a term or condition of a person's employment;*

*(b) Submission to or rejection of such conduct by a person is used as the basis for employment decisions affecting the person; or*

*(c) Such conduct has the purpose or effect of unreasonably interfering with a person's work performance or creating an intimidating, hostile or offensive working environment.*

*3. Each Legislator must exercise his or her own good judgment to avoid engaging in conduct that may be perceived by others as sexual harassment. The following noninclusive list provides illustrations of conduct that the Legislature deems to be inappropriate:*

*(a) Verbal conduct such as epithets, derogatory comments, slurs or unwanted sexual advances, invitations or comments;*

*(b) Visual conduct such as derogatory posters, photography, cartoons, drawings or gestures;*

*(c) Physical conduct such as unwanted touching, blocking normal movement or interfering with the work directed at a person because of his or her sex; and*

*(d) Threats and demands to submit to sexual requests to keep a person's job or avoid some other loss, and offers of employment benefits in return for sexual favors.*

*4. In addition to other prohibited conduct, a complaint may be brought pursuant to this Rule for engaging in conduct prohibited by Rule No. 37 of the Joint Rules of the Senate and Assembly for the 80th Session of the Legislature when the prohibited conduct is based on or because of the gender or other protected category of the person.*

*5. Retaliation against a person for engaging in protected activity is prohibited. Retaliation occurs when an adverse action is taken against a person which is reasonably likely to deter the person from engaging in the protected activity. Protected activity includes, without limitation:*

*(a) Opposing conduct that the person reasonably believes constitutes sexual harassment or other unlawful harassment;*



- (b) *Filing a complaint about the conduct; or*
- (c) *Testifying, assisting or participating in any manner in an investigation or other proceeding related to a complaint of sexual harassment or other unlawful harassment.*

6. *A Legislator who encounters conduct that the Legislator believes is sexual harassment, other unlawful harassment, retaliation or otherwise inconsistent with this policy may file a written complaint with:*

- (a) *The Speaker of the Assembly;*
- (b) *The Majority Leader of the Senate;*
- (c) *The Director of the Legislative Counsel Bureau, if the complaint involves the conduct of the Speaker of the Assembly or the Majority Leader of the Senate; or*
- (d) *The reporting system established pursuant to subsection 11.*

↳ *The complaint must include the details of the incident or incidents, the names of the persons involved and the names of any witnesses. Unless the Legislative Counsel is the subject of the complaint, the Legislative Counsel must be informed upon receipt of a complaint.*

7. *The Speaker of the Assembly, the Majority Leader of the Senate or the Director of the Legislative Counsel Bureau, as appropriate, shall cause a discreet and impartial investigation to be conducted and may, when deemed necessary and appropriate, assign the complaint to a committee consisting of Legislators of the appropriate House.*

8. *If the investigation reveals that sexual harassment, other unlawful harassment, retaliation or other conduct in violation of this policy has occurred, appropriate disciplinary or remedial action, or both will be taken. The appropriate persons will be informed when any such action is taken. The Legislature will also take any action necessary to deter any future harassment.*

9. *The Legislature encourages a Legislator to report any incident of sexual harassment, other unlawful harassment, retaliation or other conduct inconsistent with this policy immediately so that the complaint can be quickly and fairly resolved.*

10. *All Legislators are responsible for adhering to the provisions of this policy. The prohibitions against engaging in sexual harassment and other unlawful harassment which are set forth in this Rule apply to employees, Legislators, lobbyists, vendors, contractors, customers and any other visitors to the Legislature.*





*11. The Legislative Counsel shall establish a reporting system which allows a person to submit a complaint of a violation of this Rule with or without identifying himself or herself. Such a complaint must provide enough details of the incident or incidents alleged, the names of the persons involved and the names of any witnesses to allow an appropriate inquiry to occur.*

*12. This policy does not create any enforceable legal rights in any person.*

And be it further

RESOLVED, That this resolution becomes effective upon adoption.

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