

NCSL Standing Committee Policy Process

2021 Legislative Summit

Updated Aug. 20, 2021

All legislators and legislative staff are welcome to participate in the discussion of policy directives and resolutions.

Policy Directives and Resolutions for Consideration

- All **new** policy directives and resolutions, and amendments to **existing** policy directives, must be submitted to the [director of NCSL's Washington, D.C.](#), office by 5 p.m. EST on Oct. 5, 2021 (30 days prior to the annual business meeting).
- All new policy directives, resolutions, and amendments to existing policy directives that will be considered at the 2021 Summit will be posted on NCSL's website no later than 20 days prior to annual business meeting.
- After Oct. 5, 2021, legislators can still introduce amendments to the newly proposed policy directives and resolutions, and to proposed amendments to existing policy directives for consideration at the Summit. These amendments **must** be introduced in writing at the standing committee meeting or annual business meeting.

Quorum

- The quorum necessary to adopt policy directives and resolutions by a standing committee must be comprised of appointed legislator members from at least 10 states.
- The quorum for the annual business meeting must be comprised of legislator members from at least 20 states.

Voting (*Defaults to Mason's Manual, when not specifically addressed in NCSL's Rules of Procedure*)

- **Only legislators appointed to the committee* and registered for the 2021 Summit can vote on matters of public policy before the committee, including policy directives, resolutions and amendments. All legislators can vote at the annual business meeting.** The chair of the committee or annual business meeting will call for a voice vote, except when a roll call is requested by legislator members from at least two states in committee and five states in the annual business meeting, or ordered by the chair.
- During a roll call vote, only states that were recorded as present during the most recent quorum call shall be eligible to vote.
- Each state has one vote. The vote by a state shall represent the majority view of all the appointed legislator members from the state present. If the legislator members in a state delegation are evenly divided, the state vote is recorded as present.
- Adoption of amendments requires a simple majority of the states responding to the most recent quorum call. Adoption of policy directives and resolutions requires an affirmative vote of three-fourths (3/4) of the states responding to the most recent quorum call. States that pass, abstain or vote present are counted.
- Once the presiding legislator co-chair announces the vote on a policy directive or resolution, the vote is final. A motion to reconsider a question can be made.
- If a committee fails to take up any policy directive or resolution on its agenda before the scheduled time of the committee meeting expires, those policy directives and resolutions are considered tabled and held over until the next committee meeting.

* Appointments to a committee cannot be accepted once the business meeting for that committee starts.

Disposition of Policy Directives and Resolutions

- *Consent Calendar:* Policy directives or resolutions that pass a committee unanimously are voted on as a block. (Policy directives or resolutions may be removed from the Consent Calendar during the annual business meeting at the request of three member jurisdictions. The policy directive or resolution would then move to the Debate Calendar for consideration.)
- *Debate Calendar:* Policy directives and resolutions that receive at least one "no" vote in committee. Each resolution or policy directive is taken up as a single vote.

- Adopted policy directives shall not expire but must be reviewed by the standing committee of jurisdiction at least once every four years and can be updated or amended at any time, adhering to the NCSL Bylaws and Rules of Procedure. Resolutions remain in effect for one year after the Summit at which they are adopted, unless reaffirmed through the normal policy process.

NCSL Committee Staff Contacts

- **Molly Ramsdell** | Director
- **Erlinda Doherty** | Budgets and Revenue
- **Susan Frederick** and **Nicole Ezeh** | Law, Criminal Justice and Public Safety
- **Abbie Gruwell** and **Tres York** | Commerce and Financial Services
- **Ben Husch** and **Kristen Hildreth** | Natural Resources and Infrastructure
- **Jon Jukuri** and **Deanna Ross** | Labor, Economic Development and International Trade
- **Molly Ramsdell** | Health and Human Services
- **Austin Reid** | Education