



# NCSL Standing Committee Policy Process 2017 - NCSL Capitol Forum

NATIONAL CONFERENCE *of* STATE LEGISLATURES

## **New Policy Directives and Resolutions**

All new policy directives and resolutions must be submitted to the attention of the Washington Office Directors, Neal Osten and Molly Ramsdell ([dc-directors@ncsl.org](mailto:dc-directors@ncsl.org)), by 5:00 pm (Eastern) on the 30<sup>th</sup> day prior to the Business Meeting of the NCSL Capitol Forum and the Legislative Summit. They will submit the policy directives and resolutions to the co-chairs of the Standing Committees, Representative Joyce Peppin of Minnesota, and Delegate Sally Jameson of Maryland, for assignment to the appropriate committee(s) of jurisdiction.

All policy directives and resolutions to be considered at the NCSL Capitol Forum and the Legislative Summit must be posted on NCSL's website no later than 20 days prior to the appropriate Business Meeting. The list of policy directives and resolutions will be sent to all legislative leaders, NCSL Executive Committee members, and the co-chairs and vice chairs of the NCSL standing committees. Each committee is responsible for making the policy directives and resolutions available to all committee members.

## **Amendments to Policy Directives and Resolutions**

Amendments to existing policy directives and resolutions must be submitted according to the same procedures established for the introduction of new policy directives and resolutions. However, legislators can introduce amendments in writing to proposed policy directives, resolutions, and amendments to existing policy directives and resolutions under consideration in a standing committee's business meeting or the Business Meeting of the NCSL Capitol Forum and the Legislative Summit without prior notice.

## **Steering Committee Review of Policy Directives, Resolutions and Amendments**

The Steering Committee, composed of the overall Standing Committees Officers and the co-chairs of the nine standing committees, shall review policy directives, resolutions, and amendments to existing policy directives and resolutions for inconsistencies to Rule II [B] and omissions.

### *Rule II [B]:*

*Policy directives and resolutions developed by the Standing Committee shall be directed at Congress, the administration, or the federal courts, and shall be related to issues that affect the states and shall be consistent with support of state sovereignty and state flexibility and protection from unfunded federal mandates and unwarranted federal preemption.*

Policy directives, resolutions, and amendments to existing policy directives and resolutions that are determined by a majority vote of the legislator members of the Steering Committee to be inconsistent with Rule II [B] shall not be considered by the Standing Committee to which such policy directive, resolution, or amendment was referred.

## **Standing Committees for 2017**

- Budgets and Revenue
- Communications, Financial Services, and Interstate Commerce
- Education
- Health and Human Services
- Labor and Economic Development
- Law, Criminal Justice, and Public Safety
- Legislative Effectiveness\*
- Natural Resources and Infrastructure
- Elections and Redistricting\*

*\* The Legislative Effectiveness and the Elections and Redistricting Committees do not develop public policy positions for consideration at the Legislative Summit or NCSL Capitol Forum.*

## **Membership**

Each standing committee has legislator co-chairs, one from each party, and a number of legislator vice chairs, balanced by party, all of whom serve a two year term, consistent with the biennium. Each standing committee also has two legislative staff co-chairs and a number of vice chairs all of whom serve staggered two year terms.

Only legislators are allowed to vote on policy directives, resolutions, or amendments. The legislators on each standing committee have been appointed by their appropriate presiding officer in their respective legislative chamber. Legislator appointments are usually made for the biennium.

Legislative staff are appointed to the standing committees by the appropriate staff director in each legislature and serve at the discretion of the staff director. Legislative staff participate in all activities of the standing committees, though they are not entitled to vote on matters of public policy.

## **Voting Members of the Committee**

The roster of voting members for each standing committee for the 2017 NCSL Capitol Forum is the roster on file with NCSL as of December 1, 2017. The legislators on the NCSL rosters have been duly appointed by their appropriate presiding officer in their legislative chamber. Appointments to a committee made within seven days prior to the start of the NCSL Capitol Forum and Legislative Summit shall be made in writing from the appropriate presiding officer and delivered to Bill Pound, NCSL Executive Director, or the legislator co-chairs of the standing committee, no later than the start of a committee's scheduled business meeting.

Appointments to a committee cannot be accepted once the business meeting for that committee starts. For the 2017 NCSL Capitol Forum the scheduled start time of the standing committees that will consider policy directives and/or resolutions is as follows:

<u>Committee</u>	<u>Date</u>	<u>Time</u>
Health & Human Services	Monday, December 11	10:30 a.m.
Natural Resources & Infrastructure	Monday, December 11	1:30 p.m.
Communications, Financial Services, & Interstate Commerce	Monday, December 11	3:00 p.m.
Law, Criminal Justice, & Public Safety	Tuesday, December 12	11:00 a.m.
Budgets & Revenue	Tuesday, December 12	12:00 p.m.

## **Business Meetings**

- ***Please note, that for all standing committee business meetings as well as the Legislative Summit's and the NCSL Capitol Forum's General Business Meetings, all documents will be digitally provided. All policy directives, resolutions and appropriate documents will be available on NCSL's App.***
- The presiding legislator co-chair shall establish the presence of a quorum. The quorum for the adoption of policy directives and resolutions in a standing committee shall consist of representation of appointed legislator members from at least 10 states. For the Business Meeting of the NCSL Capitol Forum and Legislative Summit, the quorum is 20 states.
- A legislator member from a state not present for the most recent quorum call can, before the start of the next roll call vote, request recognition from the presiding legislator co-chair and be recorded as present for purposes of the quorum.
- Each committee shall review and act on all policy directives or resolutions referred to the committee.
- 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 would be considered tabled and held over until the next meeting of the committee.

## **Voting During Business Meetings**

- In standing committees, only duly appointed legislator members can vote on matters of public policy. At the NCSL Capitol Forum and Legislative Summit Business Meeting all legislators registered for the meeting may vote.
- All voting in a Business Meeting shall be by a voice vote, except when a roll call is requested by at least one legislator from two member states in the standing committee, five member states on the floor of the general business meeting or is called by the presiding legislator co-chair.
- During a roll call vote on a question, only states that were recorded as present during the most recent quorum call shall be called on to vote.
- The vote by a state shall represent the majority view of all the duly appointed legislator members from the state present and voting. If the legislator members in a state delegation are evenly divided, the state vote would be recorded as present.
- On matters of public policy, an affirmative vote of three-fourths (3/4) of the states responding to the most recent quorum call shall be required. This means that states that pass, abstain or vote present would be counted.
- For all amendments to policy directives and resolutions under consideration in a business meeting, a simple majority of the states responding to the most recent quorum call shall be required.
- At such time that 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 by any legislator member in the committee, or by any legislator on the floor of the general business meeting.
- If a policy directive or resolution passes the committee unanimously it will be reported to the Consent Calendar. Policy directives or resolutions adopted at the previous NCSL Capitol Forum shall also be considered on the first Consent Calendar of the Legislative Summit. Any policy statement or resolution receiving at least one no vote shall be reported to the Debate Calendar.
- Policy directives or resolutions may be removed from a Consent Calendar during the Business Meeting at the request of three member jurisdictions. The policy directive or resolution would then move to the Debate Calendar for consideration.

**Duration of Policy Directives and Resolutions**

Policy directives and resolutions approved by at least three-fourths (3/4) of the states responding to the most recent quorum call at the NCSL Capitol Forum are considered interim and must receive a final vote at the annual Business Meeting during the Legislative Summit.

Policy directives adopted at the annual Business Meeting by at least three-fourths (3/4) of the states responding to the most recent quorum call 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 by a standing committee at any time, adhering to the NCSL By-Laws and Rules of Procedure.

All resolutions of the Conference shall automatically terminate one year after the annual Business Meeting at which they were adopted, unless reaffirmed in the normal policy process.

<b><u>NCSL Meeting</u></b>	<b><u>Business Meeting</u></b>	<b><u>30 Day Introduction Deadline for Policy Directives, Resolutions</u></b>	<b><u>Publication of Proposed Policy Directives and Resolutions</u></b>	<b><u>After this date, appointments in writing to Ex. Director</u></b>
NCSL Capitol Forum	December 13 9:30 - 10:00 a.m. San Diego, CA	<b>November 13</b>	<b>November 22</b>	<b>December 1</b>