

## 2021 - 2022 House Agriculture Committee Rules

1. In any case where committee rules do not apply, House Rules shall govern. All powers, duties, and responsibilities not addressed herein are reserved to the Chair. For any dispute or uncertainty, the Chair's ruling shall be final.
2. Members whether attending in person or virtually should be punctual as the meeting will begin at the appointed time.
3. Cellular phones and other electronic devices are permitted; however, audible tones and ringers shall be disabled. Members are reminded that although device are permitted, they shall be respectful of conferees. Therefore, electronic devices shall be used with diligence and prudence.
4. The Chair shall determine the committee agenda, including schedule and the order of business. The Chair may also bring to discussion, and possible vote, any bills previously heard at any time.
5. The Chair shall determine seating and reserves the right to change order as might be necessary.
6. The Chair reserves the right to limit testimony that is cumulative in nature and may limit testimony, when necessary, to a specific number of minutes.
7. Committee members shall not address conferees until and unless the chair grants permission.
8. The Chair reserves the right to limit questioning of conferees by committee members in the interest of time and in the interest of fairness to conferees.
9. No conferee shall be interrupted during the presentation of their testimony, except with the permission of the chair.
10. Questioning of the conferee shall be limited to the subject matter on the agenda for the day, except as may otherwise be allowed by the Chair.
11. Committee members shall not be approached during the committee hearing or deliberations by anyone other than fellow legislative members or legislative staff.

- 12.No bill or resolution shall be taken up for a committee vote unless announced by the Chair.
- 13.A motion requires a second to be in order.
- 14.A substitute motion is in order, however no additional substitute motion shall be in order until the prior substitute motion is disposed of.
- 15.Amendments to motions are not in order except upon consent of the member making the motion and his/her second.
- 16.A motion to table or take from the table shall be in order only when such an item is on the agenda or is taken up by the chair. The motion requires a simple majority of those present and is, unless otherwise determined by the Chair, non-debatable. A successful motion to table a bill shall lay the bill over a minimum of one day. The Chair may refuse to accept a motion to table a bill or move a bill out of committee.
- 17.The person making the request for introduction of a bill in committee shall state for the minutes of the committee such person's name, a short description of the bill, the RS number and the name of the individual or organization on behalf of which the bill is being requested, if any. To be considered, a request must have previously been assigned an RS number by the Office of Revisor of Statutes. Requests for bill introductions shall be deemed accepted as offered unless there is objection by a committee member. Upon objection, a vote of the committee will be required to accept the request for introduction.
- 18.To ensure the orderly conduct of the proceedings, the Chair may require prior notice of any photography including cell phones, video and/or audio recording, and may designate areas of the Committee room to conduct any such recording.
- 19.There shall be no recording in the committee room or of a live video conference of the committee (audibly, photographically or otherwise) of the committee voting except by the committee secretary.
- 20.A request from any member is to have his/her vote recorded shall be granted.
- 21.Granted excused absences is reserved to the Chair. A member shall relay their absence to the Committee Assistant prior to the meeting.
- 22.Rules of Conduct: Conferees will be treated with respect and courteous behavior. Personal attacks or rude behavior towards them will not be allowed. Chapter 13 of

Mason's Manual will be the guide for decorum in debate. All arguments before the committee are directed to the committee members for consideration, not the audience.

23. The Chair reserves the right to take such action as may be necessary to prevent disruptive behavior in the committee room during hearings and deliberations or via WebEx.
24. The Chair may allow for testimony to be taken by live video conference through Web.Ex. If the Chair allows for live video testimony, the privilege shall be extended to any conferee appearing before the committee.
25. Members participating in a meeting via WebEx must do so without any other member, registered lobbyist or executive branch employee in their presence or in contemporaneous communication with that member.
26. No member shall vote on any question before the committee unless such member verifies he/she is in the Statehouse when casting his or her vote and must comply with Rule 21.
27. Adjournment is reserved to the Chair, and no motion to adjourn shall be entertained.