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**COMMITTEE RULES FOR THE
ASSEMBLY COMMITTEE ON COMMERCE AND LABOR
2003 LEGISLATIVE SESSION**

Rule No. 1 Precedence of Parliamentary Authority for the Committee

The precedence of parliamentary authority for the purpose of actions in this committee are set forth in Assembly Standing Rule 100, except the committee rules adopted here precede *Mason's Manual of Parliamentary Procedure*.

DUTIES OF COMMITTEE OFFICERS AND STAFF

Rule No. 2 The chair of this committee is responsible for:

- a. Preparing and distributing the committee's agenda;
- b. Determining when final action is to be taken on measures, committee reports, and other business of the committee;
- c. Presiding over committee meetings;
- d. Preparing and submitting committee reports;
- e. Preserving order and decorum and deciding all questions of order;
- f. Providing direction to committee support staff;
- g. Calling recesses of the committee as deemed necessary; and
- h. Reviewing and approving minutes of the committee.

Rule No. 3 In the absence of the chair, or upon the request of the chair, the vice chair of this committee shall assume the duties of the chair.

Rule No. 4 On behalf of the chair, the committee secretary shall maintain all minutes and exhibits of the committee's meetings until released to the custody of the Legislative Counsel Bureau.

MEETINGS AND ATTENDANCE

Rule No. 5 Additional Meetings

At the discretion of the chair, meetings may be held outside the regularly scheduled day(s) and time.

Rule No. 6 Calling Attendance Roll

The committee secretary shall call roll at each meeting with the chair being called last. The committee secretary shall record in the minutes the members present and the members not present.

Rule No. 7 Notification of Absence

Members shall notify the chair of any absence. Excused absences will be so recorded at the direction of the chair. A member shall advise the chair if he or she must leave a meeting for an extended period of time.

Rule No. 8 Absence for a Final Action Vote

Members not in attendance when a final action is taken on a measure will be marked absent for the vote.

SUBCOMMITTEES

Rule No. 9 Parliamentary Authority of Subcommittees

Rules of the committee apply to its subcommittees.

Rule No. 10 Attendance to Subcommittees

Unless otherwise authorized by the committee chair, attendance of all subcommittee members is required.

Rule No. 11 Scheduling Subcommittee Meetings

Subcommittee meetings will be scheduled by the subcommittee chair after consulting with the committee chair.

QUORUM AND VOTING

Rule No. 12 In accordance with Assembly Standing Rule 42:

- a. A quorum of the committee is a majority (8) of its 14 members;
- b. Definite action on a bill or resolution requires a majority of the entire committee;
- c. Except as limited by Rule 42, a simple majority of committee members present may move, second, and pass a motion by a voice vote; and
- d. A two-thirds majority (10) of the entire committee is required to reconsider action on a bill or resolution.

MOTIONS AND FINAL ACTION

Rule No. 13 Seconds to Motions

All motions require a second. If no second is received, that motion shall be declared invalid.

Rule No. 14 Roll Call Vote on Final Actions

At his discretion, the chair may require a roll call vote of a final committee action on any measure.

Rule No. 15 Vote Consistency

Unless a committee member advises the chair otherwise, it will be presumed that the member will vote on a amendment or on a measure, during a floor session, consistent with his or her vote in the committee.

TESTIMONY AND WITNESSES

Rule No. 16 Order of Presenting Testimony

Unless the chair determines otherwise, the following order of testimony shall be followed:

- a. The primary sponsor of a measure shall testify first, followed by the chief spokesperson, if one exists, for the opposition;

- b. Remaining testimony will alternate thereafter between proponents and opponents to the measure.

Rule No. 17 Questioning Witnesses

Questions from the committee will be restricted to relevant subject areas.

Rule No. 18 Swearing in Witnesses

When the chair deems necessary, witnesses will be sworn in pursuant to *Nevada Revised Statutes* 218.5323 before providing testimony.

COMMITTEE REPORTS

Rule No. 19 Minority Committee Reports

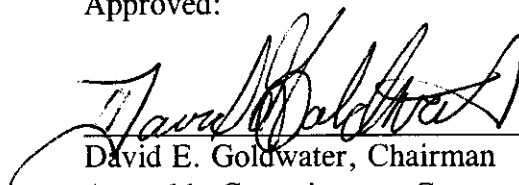
Members who wish to submit a minority report must so indicate, in advance, at a regular committee meeting.

COORDINATION OF INFORMATION

Rule No. 20 Communication with Staff

All directions, assignments, or requests on behalf of the committee must be communicated to its staff and to the personnel of the Legislative Counsel Bureau by the chair of the committee. A member of the committee must submit such requests to the chair for transmittal to the staff of the committee or to the personnel of the Legislative Counsel Bureau.

Approved:



David E. Goldwater, Chairman
Assembly Committee on Commerce and Labor
February 10, 2003