

## DISCLAIMER

Electronic versions of the exhibits in these minutes may not be complete.

This information is supplied as an informational service only and should not be relied upon as an official record.

Original exhibits are on file at the Legislative Counsel Bureau Research Library in Carson City.

Contact the Library at (775) 684-6827 or [library@lcb.state.nv.us](mailto:library@lcb.state.nv.us).

**STANDING RULES OF THE ASSEMBLY TRANSPORTATION COMMITTEE**  
**SEVENTY-SECOND SESSION, 2003**

**No. 1 RULES OF AUTHORITY**

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

**No. 2 DUTIES OF THE CHAIR**

The chair of this committee is responsible for:

- a. Preparing and distributing the committee agenda
- b. Determining when final action is to be taken on measures, committee reports, and other business of the committee.
- c. Preparing and submitting committee reports.
- d. Presiding over committee meetings.
- 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.
- h. Reviewing and approving minutes of the committee.

In accordance with ASR 43, subcommittees made up of committee members may be appointed by the chairman to consider and report back on specific subjects or bills.

**No. 3. DUTIES OF THE VICE CHAIR**

In the absence of the chair, or upon the request of the chair, the vice chair shall assume the duties of the chair.

**No. 4. DUTIES OF THE COMMITTEE SECRETARY**

A secretary of the Committee shall call the roll at the beginning of each meeting, noting members present, absent, and excused. After making a record of each meeting, a Committee secretary shall prepare minutes and present them to the Chairman for his/her review and approval. The Committee secretaries are custodians of all records and minutes of the meetings until these documents are released to the custody of the Research Library of the Legislative Counsel Bureau. (See also ASR 47.)

## **No. 5. SETTING THE MEETING SCHEDULE**

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

## **No. 6. QUORUM**

A member shall advise the chair if they must leave a meeting for an extended period of time.

In accordance with ASR 42, a quorum of the committee is a majority of its members and may transact business except as limited by ASR 42 (See also Vote Requirements).

## **No. 7. ATTENTION**

The committee secretary shall call roll at each meeting with chair being called last.

Members are to notify the chair of any absence. Excused absences will be so recorded at the direction of the chair.

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

## **No. 8. SUBCOMMITTEES**

Rules of the committee apply to its subcommittees.

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

Attendance of all subcommittee members is required unless otherwise authorized by the committee chair. (See also ASR 43.)

## **No. 9 VOTE REQUIREMENT**

In accordance with ASR 42:

Motions may be moved, seconded and passed by voice vote by a simple majority of those present.

Definite action on a bill or resolution will require a majority of the entire committee.

A two-thirds (2/3) majority of all the committee is required to reconsider action on a bill or resolution.

Committee introduction of legislative measures which are not prefiled requires concurrence of two-thirds (2/3) of the committee and does not imply commitment to support final passage.

The chairman shall vote on all final action regarding bills or resolutions.

No member of the committee may vote by proxy under any circumstances.

#### **No. 10. SECONDS TO MOTIONS**

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

#### **No. 11. COMMITTEE VOTE VERSUS FLOOR VOTE**

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

#### **No. 12. RECORDING ACTIONS/ROLL CALL VOTES**

At the discretion of the chair, all final actions of the committee will require a roll call vote. (See also ASR 46.)

#### **No. 13. TESTIMONY**

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

Testimony shall be taken first from the sponsor of a measure and then from persons wishing to testify in support of the measure. Testimony shall then be taken from persons wishing to testify against the measure.

#### **No. 14. SWEARING IN WITNESSES**

When the chair deems necessary, witnesses will be sworn in pursuant to NRS 218.5323.

**No. 15      MINORITY REPORTS**

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

**No. 16.      COMMITTEE CONTACT WITH LCB SUPPORT 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 (LCB) by the Chairman of the Committee. A member of the Committee must submit such requests to the Chairman for transmittal to the staff of the Committee or to the personnel of the LCB. However, any member of the Committee may directly request personal research assistance from LCB staff on any topic or measure.

**No. 17.      TREATMENT OF WITNESSES**

It is the intention of the committee to create an atmosphere of courtesy, professionalism, and equal interest in all persons who are testifying. The committee shall treat all witnesses courteously and professionally. Name calling, personal insults, or rudeness shall not be tolerated.

## **Assembly Standing Rules 2003**

### **Rule No. 100. Precedence of Parliamentary Authority.**

The precedence of parliamentary authority in the Assembly is:

1. The Constitution of the State of Nevada.
2. The Statutes of the State of Nevada.
3. The Standing Rules of the Assembly and the Joint Standing Rules of the Senate and Assembly.
4. Mason's Manual of Legislative Procedure.  
[Statutes of Nevada 1973, 1891; 1999, 3843]

### **Rule No. 43. Subcommittees.**

Subcommittees made up of committee members may be appointed by the chairman to consider and report back on specific subjects or bills.

[Statutes of Nevada 1973, 1903; A 1995, 2850; 1997, 3544]

### **Rule No. 47. Committee Records.**

The chairman of each committee shall keep, or cause to be kept, a complete record of the committee proceedings in which there must be entered:

1. The time and place of each meeting;
2. The attendance and absence of members;
3. The names of all persons appearing before the committee, with the names of persons, firms, corporations or associations in whose behalf such appearance is made; and
4. The subjects or measures considered and action taken.

[Statutes of Nevada 1973, 1903; A 1995, 2852; 1997, 3545; 1999, 3840]

### **Rule No. 42. Committee Action.**

1. The committee shall have regular meetings scheduled by the Assembly leadership. A quorum of the committee is a majority of its members and may transact business except as limited by this rule.

2. Except as limited by this rule, a simple majority of those present may move, second and pass a motion by voice vote.

3. Definite action on a bill or resolution will require a majority of the entire committee.

4. A two-thirds majority of the entire committee is required to reconsider action on a bill or resolution.

5. Committee introduction of legislative measures which are not prefiled requires concurrence of two-thirds of the entire committee and does not imply commitment to support final passage.

6. The chairman shall vote on all final action regarding bills or resolutions.

7. No member of the committee may vote by proxy under any circumstances.

8. A committee shall not take a vote on the question of whether to exercise its statutory authority to issue a legislative subpoena unless the chairman has informed the Speaker of the intention of the committee to consider such a question.

[Statutes of Nevada 1973, 1903; A 1995, 2850; 1997, 3543; Assembly Resolution No. 3 of the 2001 Session (File No. 6)]

**Rule No. 46. Committee Action on Reports.**

Committee reports must be adopted at a committee session actually assembled and meeting as a committee with a quorum present. Every committee vote on a matter pertaining to a bill or resolution must be recorded. The vote may be taken by roll call at the discretion of the chairman.

[Statutes of Nevada 1973, 1903; A 1995, 2852; 1997, 3545; 1999, 3840]

**NRS 218.5323** Administration of oaths to witnesses. The members of the senate and assembly or a committee thereof may administer oaths to witnesses.

(Added to NRS by 1973, 298)