2017-2018 Legislative Session

RULES of the SENATE COMMITTEE on AGRICULTURE

Senator Cathleen Galgiani, Chair

Except as otherwise provided in the Standing Rules of the Senate, these rules will govern the Senate Committee on Agriculture during the 2017-2018 Legislative Session:

1. OFFICERS

a) The officers of each Senate committee shall be a chair, vice chair, and secretary. SR 21.5(a)

b) The chair shall preside at meetings when present except when the committee is considering a bill of which he or she is the sole author or the lead author. Whenever the chair is not presiding, the vice chair shall assume the duties of the chair. In the absence of both, a member designated by the chair shall preside. SR 21.5(b)

c) The secretary shall keep a complete record of the meetings and actions taken by the committee. Bills and other measures favorably acted upon shall be reported to the Senate as expeditiously as the reports can be prepared. SR 21.5(c)

2. MEETINGS

a) The committee shall meet in regular session on the day and hour designated by the Committee on Rules. Adjourned meetings or special meetings shall be held at the time fixed in the adjourning motion, or, for a special meeting, on the call of the chair. SR 21.5(d)

b) A special meeting may be called by the chair, with the approval of the Committee on Rules, by giving reasonable notice to all members of the committee, either in writing or by telephone, specifying the purpose of the meeting, the time and place thereof, and the matters to be considered at the meeting. SR 21.5(e)

Notice of hearing of bills as required by subdivision (a) of Joint Rule 62 may also be given in the Daily File. A matter may not be considered at the special meeting unless specified in the notice. SR 21.5(e)

A special meeting shall be scheduled so as to permit all members of the committee to attend without conflict with other scheduled committee meetings. SR 21.5(e)

3. QUORUM

a) A majority of the membership of the committee shall constitute a quorum. A vote of a majority of the membership of the committee shall be required to table a bill, remove it from the table, or reconsider a vote on a bill. SR 21.5(f)

b) Action may not be taken on any measure outside of a duly constituted committee meeting. SR 21.5(g)

4. CALENDAR

a) The chair shall set the hearings of bills and arrange the calendar for committee hearings. Notice of hearing of any bill shall be given to the author and other persons requiring notice. A bill may not be considered in the absence of the author without his or her consent, except that a bill may be presented by the author's representative who is authorized in writing. SR 21.5(h)

b) A committee or a subcommittee thereof, by a majority vote of the membership of the committee, may meet in executive session for any purpose authorized by Section 9029 of the Government Code. Otherwise, all meetings shall be open and public. SR 21.5(i)

c) The chair shall direct the order of presentation of the arguments for and against matters for consideration by the committee, and shall permit questions to be asked by members of the committee in an orderly fashion and in keeping with proper decorum. SR 21.5(j)

5. RECONSIDERATION

Further consideration of a bill that has been voted out of a committee or defeated shall be by reconsideration only, as follows:

1) A motion to reconsider a vote by which a bill is voted out shall be in order, and shall be voted upon at the same meeting. If the motion is carried by a vote of a majority of the membership of the committee, the bill may be considered at that meeting, provided the author is present, or at a subsequent meeting.
2) The procedure for reconsideration of a bill that has been defeated shall conform to the requirements of subdivision (a) of Joint Rule 62. Any bill as to which reconsideration has been granted pursuant to this paragraph may not be heard again until a subsequent meeting of the committee, after being calendared in the Daily File. SR 21.5(k)

6. TABLED BILL

Any bill that has been laid on the table and is removed from the table at a later meeting may not be heard again until a subsequent meeting of the committee, after being calendared in the Daily File and after notice. SR 21.5(l)

7. AMENDMENTS

a) The author may amend a bill prior to a hearing; however, draft author's amendments must be submitted to the Committee Assistant, in the exact language submitted to Legislative Counsel, by noon Monday of the week prior to the hearing at which the bill is set.

b) Amendments must be submitted to the Committee Assistant in Legislative Counsel form, by noon Tuesday of the week prior to the hearing at which the bill is set. The Chair reserves the right to reset for a subsequent hearing any bill for which amendments are submitted after the deadline.

c) When a committee adopts proposed amendments to a bill during a hearing, the bill may be taken up for vote at that meeting or, if the committee or author requests, sent out to print before final action. If the amendments are not in Legislative Counsel form, they shall be prepared and submitted to the chair for approval before being reported to the Desk. SR 21.5(m)

8. POSITION LETTERS

Position letters received by the committee later than **5:00 p.m., Wednesday of the week prior to the hearing** are not assured of being reflected in the committee analysis.

9. BILL REFERRAL

A bill may not be set for hearing, nor may any notice thereof be published, by a Senate committee until the bill has been referred to the committee by the Committee on Rules. SR 21.5(n)

10. SUBCOMMITTEES

a) The chair may appoint, with the permission of the Committee on Rules, subcommittees of one or more members to consider and recommend to the full committee action on matters as may be assigned to the subcommittee for consideration from time to time by the chair. The chair may assign and reassign members of, and matters to, the various subcommittees. SR 21.5(o)

b) The recommendation of a subcommittee may be accepted by a vote of a majority of the members of the committee. SR 21.5(o)

11. OTHER RULES

In all cases not provided for by this rule, the Senate Rules, the Joint Rules of the Senate and Assembly, or statute, the authority shall be the latest edition of Mason's Manual. SR 21.5(p)

12. CONSENT CALENDAR

a) The proposed consent calendar will be sent to committee members, authors, and the public with the regular packet of bill analyses.

b) Any committee member may withdraw any bill from the consent calendar at any time prior to the vote on the consent calendar. Members may notify the committee assistant before the hearing or withdraw a bill at the hearing. The committee assistant shall notify the bill's author.

c) At the chair's direction, the committee shall vote on the consent calendar during the hearing.

d) A bill is eligible for the committee's consent calendar if it:
   1) Has not been amended in the Senate to create a new bill or rewrite the bill.
   2) Has no recorded opposition.
   3) Does not pose a major policy question.
   4) Will not be amended at the hearing.

   JR 22.1, JR 22.2 and SR 28.3

13. LEGISLATIVE RECORDS

The Committee Assistant is the custodian of the Committee's legislative records. Pursuant to Section 9080 of the Government Code, the Committee Assistant shall preserve the Committee's current legislative records and may lodge the Committee's older legislative records with the

State Archives. The Committee's legislative records that are in the possession of the Committee Assistant are open to inspection and copying by the public in the Committee's office during the normal office hours of 9:00 a.m. to 5:00 p.m., Monday through Friday. The Committee's legislative records that are lodged with the State Archives are open to inspection and copying by the public, subject to the procedures established by the Secretary of State.

Adopted by the Senate Committee on Agriculture, March 21, 2017

Cathleen Galgiani

Cathleen Galgiani, Chair