

HOUSE RULES AND EXECUTIVE NOMINATIONS COMMITTEE

Delegate Anne Healey, Chair
Delegate Marvin Holmes, Vice Chair

WITNESS GUIDELINES AND COMMITTEE FAQ's:

The Committee:

The Rules and Executive Nominations Committee considers proposals concerning the rules, organization and procedures of the House and the General Assembly. The Committee reviews legislation introduced after the bill introduction deadline, and decides on re-referral of those bills to other standing committees for consideration. In addition, the Committee examines gubernatorial nominations required House confirmation and reports its recommendations.

Note: Bills are not necessarily heard in the order listed on the schedule.

Hearing Procedures:

The Committee generally has two types of hearings -- full bill hearings and late filed bill hearings. The Committee hearings will begin as indicated on the General Assembly website and announced by the Chairman on the House floor.

- **Full bill hearings** – are posted on the General Assembly website. Hearings are held in HOB150 unless otherwise noted. The Committee accepts both oral and written testimony. **New this Session, witnesses planning to provide oral testimony or submit written testimony must sign up in person using the electronic process outlined below.**
 - ✓ Sign up/written testimony submission must be completed on the day of the hearing, utilizing the touch screen monitor located outside of HOB150. **Sign up is available between 9:00am and 12:00pm.**
 - ✓ Written testimony must show the bill number, name (s) of the individual/organization submitting the testimony and the position (support, support with Amendments or oppose).
 - ✓ Email or faxed testimony will not be accepted. The Committee is no longer accepting written testimony in advance.
 - ✓ **Written testimony must be uploaded as a PDF file from a flash drive. Witnesses must bring two (2) hard copies in the event the system fails to accept the flash drive.**
 - ✓ Email or faxed testimony will not be accepted.
 - ✓ Late testimony will not be shared with the Committee until the next Committee work day.

- **Use of Video Presentations While Testifying** – witnesses who elect to use visual testimony using the Committee Display Equipment **must bring a flash drive** containing the presentation in PDF or PowerPoint format. The flash drive will be utilized at the Committee’s display equipment at the witness desk.

Please notify the Committee staff by **9:30am** on hearing day of your plans to use the Committee Display Equipment. Witnesses are asked to provide two (2) copies of the presentations for the Committee records – either printed or flash drive is acceptable.

- **Late Filed Bills** – bills introduced after the bill introduction deadline come before the Rules Committee. During the late filed bills hearing, the Committee may vote to re-refer the bills to the appropriate Standing Committee. Witness testimony is provided only by the bill sponsor, explaining why the bill was not filed prior to the deadline.
- **Voting Records** – Copies of all recorded votes are available online and at the Information Desk in the Legislative Services Building following the release of the Committee report.