



HAWAII STATE LEGISLATURE

STATE CAPITOL
415 SOUTH BERETANIA STREET
HONOLULU, HAWAII 96813

27th LEGISLATURE JOINT HOUSE-SENATE 2014 COMMITTEES ON CONFERENCE PROCEDURES-EXTENDED

The Senate and the House have agreed to the following special procedures for certain 2014 Regular Session Committees on Conference. These Conference procedures shall be effective from 12:00 noon to 5:00 p.m. on Monday, April 28, 2014 for the following measures only:

H.B. No. 1745, HD2, SD2 – Relating to Education
H.B. No. 1796, HD2, SD1 – Relating to Education
H.B. No. 2257, HD2, SD2 – Relating to the Department of Education Superintendent's Salary
H.B. No. 2626, HD2, SD2 – Relating to Taxation

1. Definitions

For purposes of these procedures:

"Chairs" refers to all of the designated chairs and co-chairs of a Conference Committee.

"Conference Committee" refers to the conference of the House Committee and the Senate Committee assigned by their respective chamber to resolve the differences between the House and the Senate over a particular measure.

"Lead chair" refers to the chair of the House Committee or the Senate Committee who is listed first on the Action Sheets, as provided by the respective chamber.

"Lead committee staff" refers to the staff of the lead Chair from the chamber from which the measure in conference originated.

"Managers" refers to all members of the House and Senate assigned to a Conference Committee.

2. Conference Committee Scope and Amendments

The authority of the Conference Committee shall be limited to resolving differences between the Senate and House drafts of a measure. Accordingly, the Conference Committee shall not amend a measure by inserting any unrelated or new subject matter.

3. Conference Committee Meeting Times and Places

Conference Committee deliberations shall take place only between the hours of 4:00 p.m.

and 4:30 p.m. on April 28, 2014.

4. Meetings

This memorandum shall serve as notice of the meetings which will occur at 4:00 p.m. on April 28, 2014 in room 329, State Capitol.

5. Attendance at Meetings

a. The lead chairs shall be present at the Conference Meeting.

All other conference committee managers, especially any co-chair, should attempt to be present at the meeting.

b. For decision-making at a meeting, a quorum must be present. "A quorum shall be a majority of the House Committee managers and a majority of the Senate Committee managers, and shall include the lead House and Senate chair and majority of the chairs of the Conference Committee for their respective chamber." The lead House and Senate chair of the conference committee must be part of this quorum.

c. For a measure with fiscal implications, approval must be given by the chair representing the House Finance Committee and Senate Ways and Means Committee during the decision-making on the measure.

6. Conference Discussion

Except as authorized by the respective chairs, only the respective chairs may speak during conference. All other managers or other authorized persons shall be recognized by their respective chairs before speaking on any issue.

7. Decorum in Conference Committee Meetings and Courtesy to the Public and to the Managers

a. Managers shall respect the differing views of other managers and conduct themselves in a courteous manner.

8. Decision-making Meeting

The decision-making meeting of a Conference Committee shall comply with the following open meeting provisions:

a. A quorum of the Conference Committee shall be present for the decision making meeting. A quorum shall be a majority of the House Committee managers and a majority of the Senate Committee managers, and shall include the lead House and Senate chair and majority of the chairs of the Conference Committee for their respective chamber.

- b. To report a measure out of Conference Committee in amended form, Conference Draft (CD), a majority of the quorum of managers for each respective chamber shall vote in favor of the proposed amendments.
- c. The lead chair (or the lead chair's designee) representing their respective chamber shall call the roll and be the recorder of the quorum and the votes on that measure for that chamber. (Sample attached).
- d. If, after naming a Conference Committee on a measure, the Conference Committee managers representing the chamber from which a measure originated agree to the amendments made by the non-originating chamber, only a quorum of those representing the originating chamber shall vote on the agreement at a duly noticed meeting. For example, if after naming a Conference Committee on a House measure, the House managers of the Conference Committee decide to agree to the amendments in the Senate draft (SD) of the measure, then only the House managers of the Conference Committee shall vote on the measure, returning it to the House in its SD form. For such action, only a quorum of the Conference Committee managers representing the chamber from which the measure originated need to be present. The "Record of Votes of a Conference Committee" sheet detailing the votes of the managers of the originating chamber shall be filed with the appropriate chamber without a Conference Committee Report.

9. Conference Committee Reports

- a. A majority of the House and Senate chairs, respectively, of a Conference Committee shall attest to the action of the Conference Committee by signing the Conference Committee Report on behalf of their respective managers; provided that no Conference Committee Report concerning a measure with fiscal implications shall be reported out of a Conference Committee without the signature of the chair (or the chair's designee) of each fiscal committee to which the measure is referred. The "Record of Votes of a Conference Committee" sheet detailing the votes of the managers of the Conference Committee shall be attached to the report as a part thereof.
- b. All House measures reported out of Conference Committee shall be filed with the House Chief Clerk, and likewise all Senate measures shall be filed with the Senate Chief Clerk. A document filed in the originating chamber shall be deemed simultaneously filed in the other chamber. Only the original Conference Committee Report, with the attached Record of Votes, and the Conference Draft of the measure shall be required for filing.
- c. If the Conference Committee votes to report the measure out, the Committee must file a Conference Committee Report and Conference Draft with the appropriate chamber's Chief Clerk.

10. **Decision-making Deadlines**

All Conference Committee Reports and Conference Drafts of measures shall be filed with the respective Chief Clerk by 5:00 p.m. on April 28, 2014.

11. **Electronic Transfer**

Should a Conference Committee for which the vehicle is a Senate bill decide to use a proposal drafted by the House, the House chair shall have the House proposal electronically transferred to the appropriate Senate office so that the Conference Draft can be prepared. The converse shall apply to House bills with proposals drafted by the Senate that the Conference Committee agrees to.

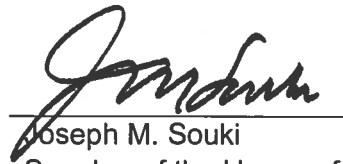
12. **Exceptions to these Deadlines and Procedures**

Exceptions to these deadlines and other procedures may be made only with the advance written approval of both the Senate President and the House Speaker.



Donna Mercado Kim
President of the Senate

4/23/14
Date



Joseph M. Souki
Speaker of the House of Representatives

4/28/14
Date

Attachment

Hawaii State Legislature
Record of Votes of a
Conference Committee

158-10

Bill / Concurrent Resolution No.: SB 2469, SD 2, HD 2					Date/Time: 4/23/10 8:50p.m.						
<input checked="" type="checkbox"/> The recommendation of the House and Senate managers is to pass with amendments (CD).											
<input type="checkbox"/> The Committee is reconsidering its previous decision.											
<input type="checkbox"/> The recommendation of the Senate Manager(s) is to AGREE to the House amendments made to the Senate Measure					<input type="checkbox"/> The recommendation of the House Manager(s) is to AGREE to the Senate amendments made to the House Measure.						
Senate Managers		A	WR	N	E	House Managers		A	WR	N	E
CHUN OAKLAND, Suzanne, Chr.		✓				MIZUNO, John M., Co-Chr.		✓			
IGE, David Y., Co-Chr.		✓				YAMANE, Ryan I., Co-Chr.		✓			
TANIGUCHI, Brian T., Co-Chr.		✓				OSHIRO, Marcus R., Co-Chr.		✓			
KIM, Donna Mercado, Co-Chr.		✓				LEE, Marilyn B.		✓			
IHARA, Les, Jr.					✓	SHIMABUKURO, Maile S.L.					✓
						WARD, Gene		✓			
TOTAL		4	0	0	1	TOTAL		5	0	0	1
A = Aye		WR = Aye with Reservations			N = Nay		E = Excused				
Senate Recommendation is: <input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Not Adopted						House Recommendation is: <input checked="" type="checkbox"/> Adopted <input type="checkbox"/> Not Adopted					
Senate Lead Chair's or Designee's Signature: <i>Suzanne Chun Oakland</i>						House Lead Chair's or Designee's Signature: <i>John M. Mizuno</i>					
Distribution: Original Yellow Pink Goldenrod File with Conference Committee Report House Clerk's Office Senate Clerk's Office Drafting Agency											