Click on the “Bookmarks” tab at the right for Table of Contents to the Legislative Guide

2007 Legislative Guide

ACKNOWLEDGEMENT

The Joint Committee on Legislative Management wishes to thank Information Technology employees Sophie King for editing the 2007 Legislative Guide and Robert Caroti for the wonderful photograph of the State Capitol Building viewed from the Legislative Office Building featured on the cover.
TABLE OF CONTENTS - BY SUBJECT

Leaders of the General Assembly

Preface

Members of the General Assembly

Addresses & Telephone Numbers
Towns as Districted for Election Purposes (Effective January 8, 2003)
Alphabetical Roll of the Senate
Numerical Roll of the Senate
Alphabetical Roll of the House
Numerical Roll of the House

Committees of the General Assembly

Legislative Committees
Committee Assignments

Staff Offices

Office of Joint Committee on Legislative Management
Office of Information Technology Services
State Capitol Police, Office of
Senate and House Clerks' Offices
Legislative Commissioners' Office
Office of Legislative Research
Legislative Library
Office of Fiscal Analysis
Legislative Program Review and Investigations Committee
Law Revision Commission
Caucus Staffs
Governor's Legislative Liaison Office

Support Services

Bill Room
Legislative Information Room
Legislative Internship Program
State Library - Legislative Reference Unit
State Library Bill Room
State Capitol and Legislative Office Building Tours
Miscellaneous Agencies and Functions

Auditors of Public Accounts
Permanent Commission on the Status of Women
Commission on Children
Latino and Puerto Rican Affairs Commission
African-American Affairs Commission
Capitol Child Development Center
Commission on Aging

Legislative Reporters

General Information

Officials and Their Duties
Committees
Enactment of Bills
Transcripts of Proceedings
Constitutional, Statutory and Regulatory Provisions
Senate and House Floor Procedures

Administrative Regulations

Regulations Concerning State Capitol Building, Legislative Office Building, and Surrounding Grounds
Rules on Mailing Privileges
Rules on Correspondence and Multiple-Copy Letters
Legislator and Staff Travel Regulations
Guidelines Concerning Exhibits and Displays in the Capitol and Legislative Office Buildings
Capitol Restoration Commission Guidelines Concerning Basic Artistic Standards For Connecticut Capitol Building

Rules of the General Assembly

Table of Contents to Joint Rules
The Joint Rules
The Senate Rules
The House Rules
Index to the Rules

Directory of the Capitol

Directory of the Legislative Office Building

Connecticut Elective State Officers
# TABLE OF CONTENTS

## ALPHABETICALLY

- Administrative Regulations
- African-American Affairs Commission
- Aging (Select Committee on)
- Aging, Commission on
- Appropriations Committee
- Auditors of Public Accounts
- Banks Committee
- Bill Room
- Capitol Child Development Center
- Children, Commission on
- Children (Select Committee on)
- Clerks' Offices
- Commerce Committee
- Committee Committee
- Committee Assignments
- Committees
- Connecticut Elective State Officers
- Constitutional, Statutory and Regulatory Provisions
- Directory of the Capitol
- Directory of the Legislative Office Building
- Districts by Town (Effective January 8, 2003)
- Education Committee
- Enactment of Bills
- Energy and Technology Committee
- Environment Committee
- Executive and Legislative Nominations Committee
- Finance, Revenue and Bonding Committee
- General Assembly, Leaders of
- General Law Committee
- Government Administration and Elections Committee
- Governor's Legislative Liaison Office
- Higher Education and Employment Advancement Committee
- House Rules
- Housing (Select Committee on)
- Human Services Committee
- Index to Rules
- Information Room, Legislative
- Insurance and Real Estate Committee
- Internship Committee
- Joint Committee on Legislative Management (Office of)
- Joint Rules
- Judiciary Committee
- Labor and Public Employees Committee
- Latino and Puerto Rican Affairs Commission
- Law Revision Commission
- Legislative Commissioners' Office
- Legislative Committees
- Legislative Internship Program
- Legislative Library
- Legislative Management Committee
- Legislative Program Review and Investigations Committee
- Legislative Reporters
- Library, State
- Office of Fiscal Analysis
- Office of Information Technology Services
- Office of Legislative Research
- Office of State Capitol Police
- Officials and Their Duties
- Partisan Caucus Staffs
- Permanent Commission on the Status of Women
- Planning and Development Committee
- Program Review and Investigations Committee
- Public Health Committee
- Public Safety and Security Committee
- Regulation Review Committee
- Roll of the House of Representatives (Alphabetical)
- Roll of the House of Representatives (Numerical)
- Roll of the Senate (Alphabetical)
- Roll of the Senate (Numerical)
- Senate and House Floor Procedure
- Senate Rules
- State Capitol and Legislative Office Building Tours
- Transcripts and Proceedings
- Transportation Committee
- Veterans’ Affairs (Select Committee on)
LEADERS OF THE GENERAL ASSEMBLY
SENATE

President Pro Tempore, Donald E. Williams, Jr.
Majority Leader, Martin M. Looney
Chief Deputy President Pro Tempore, Thomas P. Gaffney
Deputy President Pro Tempore, Eric D. Coleman
Deputy President Pro Tempore, Eileen M. Daily
Deputy President Pro Tempore, Toni N. Harp
Deputy President Pro Tempore, Joan Hartley
Chief Deputy Majority Leader, Mary Ann Handley
Deputy Majority Leader, Thomas A. Colapietro
Deputy Majority Leader, John W. Fonfara
Deputy Majority Leader, Andrew J. McDonald
Deputy Majority Leader, Gary LeBeau
Deputy Majority Leader, Andrea L. Stillman
Deputy Caucus Leader and Federal Relations Liaison, Joseph J. Crisco, Jr.
Assistant President Pro Tempore, Bill Finch
Assistant President Pro Tempore, Edith G. Prague
Chief Assistant Majority Leader, Donald J. DeFronzo
Assistant Majority Leader, Jonathan A. Harris
Majority Whip, Bob Duff
Deputy Majority Whip, Gayle Slossberg
Deputy Majority Whip, Edwin A. Gomes
Deputy Majority Whip, Edward Meyer
Assistant Majority Whip, Paul Doyle
Assistant Majority Whip, Andrew Maynard

Senate Republican Leader, Louis C. DeLuca
Senate Republican Leader Pro Tempore, John McKinney
Chief Deputy Senate Republican Leader, Judith G. Freedman
Chief Deputy Senate Republican Leader, William H. Nickerson
Deputy Senate Republican Leader, David Cappiello
Deputy Senate Republican Leader, Leonard Fasano
Deputy Senate Republican Leader, Tony Guglielmo
Deputy Senate Republican Leader, Thomas Herlihy
Deputy Senate Republican Leader, John Kissel
Deputy Senate Republican Leader, Andrew Roraback
Assistant Senate Republican Leader, Sam Caligiuri
Assistant Senate Republican Leader, Dan Debicella
LEADERS OF THE GENERAL ASSEMBLY
HOUSE OF REPRESENTATIVES

Speaker of the House, James A. Amann
Majority Leader, Christopher G. Donovan
Deputy Speaker of the House, Emil “Buddy” Altobello
Deputy Speaker of the House, Mary Fritz
Deputy Speaker of the House, Robert Godfrey
Deputy Speaker of the House, Marie Lopez Kirkley-Bey
Assistant Deputy Speaker of the House, Brendan Sharkey
Deputy Majority Leader, Michael Christ
Deputy Majority Leader, Demetrios Giannaros
Deputy Majority Leader, Linda Orange
Deputy Majority Leader, Walter Pawelkiewicz
Deputy Majority Leader, Felipe Reinoso
Deputy Majority Leader, Toni Walker
Majority Caucus Chair, John Geragosian
Deputy Majority Caucus Chair, Robert T. Keeley, Jr.
Majority Whip-At-Large, Louis P. Esposito
Deputy Majority Whip-At-Large, Minnie Gonzalez
Deputy Majority Whip, Elizabeth “Betty” Boukus
Deputy Majority Whip, Jack Malone
Deputy Majority Whip, Vickie Orsini Nardello
Assistant Majority Whip, Terry Backer
Assistant Majority Whip, John “Corky” Mazurek
Assistant Majority Whip, David McCluskey
Assistant Majority Whip, Steven Mikutel
Assistant Majority Whip, Melissa Olson
Assistant Majority Whip, James O’Rourke
Assistant Majority Whip, Patricia Widlitz
Assistant Majority Leader, Juan Candelaria
Assistant Majority Leader, Don Clemons
Assistant Majority Leader, Patricia Dillon
Assistant Majority Leader, William Dyson
Assistant Majority Leader, Gail Hamm
Assistant Majority Leader, Joan Lewis
Assistant Majority Leader, Robert Megna
Assistant Majority Leader, Ted Moukawsher
Assistant Majority Leader, Mary Mushinsky
Assistant Majority Leader, Sandy Nafis
Assistant Majority Leader, Tim O’Brien
Assistant Majority Leader, Jamie Spallone
Assistant Majority Leader, Kathy Tallarita
Assistant Majority Leader, Peter Tercyak
Assistant Majority Leader, John W. (Jack) Thompson
Assistant Majority Leader, Christel H. Truglia
Assistant Majority Leader, George Wilber
Assistant Majority Leader, Bruce “Zeke” Zalaski
LEADERS OF THE GENERAL ASSEMBLY
HOUSE OF REPRESENTATIVES

House Republican Leader, Lawrence F. Cafero, Jr.
Deputy House Republican Leader, William Hamzy
Deputy House Republican Leader, Themis Klarides
Deputy House Republican Leader-At-Large, Richard O. Belden
Deputy House Republican Leader-At-Large, Claudia (Dolly) Powers
House Republican Caucus Chair, John Harkins
House Republican Whip, Ruth C. Fahrbach
House Republican Whip, John Frey
House Republican Whip, John E. Piscopo
House Republican Whip, Pamela Sawyer
Assistant House Republican Leader, Antonietta “Toni” Boucher
Assistant House Republican Leader, Michael A. Caron
Assistant House Republican Leader, Mary Ann Carson
Assistant House Republican Leader, Tony D’Amelio
Assistant House Republican Leader, Richard Ferrari
Assistant House Republican Leader, Livvy Floren
Assistant House Republican Leader, Lile Gibbons
Assistant House Republican Leader, David Labriola
Assistant House Republican Leader, Selim Noujaim
Assistant House Republican Leader, John Ryan
Assistant House Republican Leader, John Stripp
Assistant House Republican Leader, David Scribner
MEMBERS of the GENERAL ASSEMBLY

The address for all legislators at the State Capitol is:

(Legislator's Name)
Legislative Office Building
Hartford, CT  06106-1591

Telephone Numbers for all legislators are:

Senate Democrats

(860) 240-8600
1-800-842-1420
(860) 240-0162 (TTD)

Senate Republicans

(860) 240-8800
1-800-842-1421
(860) 240-0163 (TTD)

House Democrats

Leadership: (860) 240-8500
1-800-842-1902
(860) 240-0160 (TTD)

Rank and File: (860) 240-8585
1-800-842-8267

House Republicans

Leadership: (860) 240-8700
1-800-842-1423
(860) 240-0161 (TTD)

Rank and File: (860) 240-8787
1-800-842-8270
TOWNS AS DISTRICTED FOR ELECTION PURPOSES  
Effective: January 8, 2003
(The Senate plan was adopted November 26, 2001)  
(The House plan was adopted November 29, 2001 (map) and November 30, 2001 (report))  
(The Congressional plan was adopted December 21, 2001)

<table>
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<th>Town</th>
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<th>Senatorial District No.</th>
<th>House Assembly District No.</th>
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<td>5</td>
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<td>17</td>
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<td>Berlin</td>
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<td>Bethany</td>
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<td>32</td>
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<td>19</td>
<td>139</td>
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<td>Branford</td>
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<td>12</td>
<td>98,102</td>
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<tr>
<td>Bridgeport</td>
<td>4</td>
<td>22,23</td>
<td>124,126-130</td>
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<tr>
<td>Bridgewater</td>
<td>5</td>
<td>32</td>
<td>69</td>
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<td>Bristol</td>
<td>1</td>
<td>31</td>
<td>22,77-79</td>
</tr>
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<td>Brookfield</td>
<td>5</td>
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<td>107</td>
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<td>Burlington</td>
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<td>2</td>
<td>29</td>
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<td>5</td>
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<td>Chaplin</td>
<td>2</td>
<td>35</td>
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</tr>
<tr>
<td>Cheshire</td>
<td>5</td>
<td>13,16</td>
<td>89,90,103</td>
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<tr>
<td>Chester</td>
<td>2</td>
<td>33</td>
<td>36</td>
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<tr>
<td>Clinton</td>
<td>2</td>
<td>33</td>
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<td>Colchester</td>
<td>2</td>
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<td>Colebrook</td>
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<tr>
<td>Columbia</td>
<td>2</td>
<td>19</td>
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</tr>
<tr>
<td>Cornwall</td>
<td>5</td>
<td>30</td>
<td>64</td>
</tr>
<tr>
<td>Coventry</td>
<td>2</td>
<td>35</td>
<td>8</td>
</tr>
<tr>
<td>Cromwell</td>
<td>1</td>
<td>9</td>
<td>32</td>
</tr>
<tr>
<td>Danbury</td>
<td>5</td>
<td>24</td>
<td>2,109,110,138</td>
</tr>
<tr>
<td>Darien</td>
<td>4</td>
<td>25,27</td>
<td>141</td>
</tr>
</tbody>
</table>
## TOWNS AS DISTRICTED FOR ELECTION PURPOSES

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<th>Senatorial District No.</th>
<th>House Assembly District No.</th>
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<td>Derby</td>
<td>3</td>
<td>17</td>
<td>104,114</td>
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<td>Durham</td>
<td>2,3</td>
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<td>East Granby</td>
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<td>61,62</td>
</tr>
<tr>
<td>East Haddam</td>
<td>2</td>
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<td>48</td>
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<td>East Hampton</td>
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<td>East Hartford</td>
<td>1</td>
<td>3</td>
<td>9-11</td>
</tr>
<tr>
<td>East Haven</td>
<td>3</td>
<td>34</td>
<td>86,99</td>
</tr>
<tr>
<td>East Lyme</td>
<td>2</td>
<td>20</td>
<td>37</td>
</tr>
<tr>
<td>East Windsor</td>
<td>1</td>
<td>3</td>
<td>57</td>
</tr>
<tr>
<td>Eastford</td>
<td>2</td>
<td>35</td>
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<td>3,35</td>
<td>57</td>
</tr>
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<td>58,59</td>
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<tr>
<td>Essex</td>
<td>2</td>
<td>33</td>
<td>36</td>
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<tr>
<td>Fairfield</td>
<td>4</td>
<td>28</td>
<td>132-134</td>
</tr>
<tr>
<td>Farmington</td>
<td>5</td>
<td>5,6</td>
<td>19,21</td>
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<tr>
<td>Franklin</td>
<td>2</td>
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<tr>
<td>Glastonbury</td>
<td>1,2</td>
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<td>1</td>
<td>7,8</td>
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<td>4</td>
<td>36</td>
<td>149-151</td>
</tr>
<tr>
<td>Griswold</td>
<td>2</td>
<td>18</td>
<td>45</td>
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<td>Groton</td>
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<td>40,41</td>
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TOWNS AS DISTRICTED FOR ELECTION PURPOSES
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<td>38,42,139</td>
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TOWNS AS DISTRICTED FOR ELECTION PURPOSES  
Effective: January 8, 2003
(The Senate plan was adopted November 26, 2001)  
(The House plan was adopted November 29, 2001 (map) and November 30, 2001 (report))  
(The Congressional plan was adopted December 21, 2001)

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**TOWNS AS DISTRICTED FOR ELECTION PURPOSES**

**Effective: January 8, 2003**

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<tr>
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<td>31st Colapietro, Thomas A.</td>
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<tr>
<td>17th Crisco, Joseph J. Jr.</td>
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### Alphabetic Roll of the Senate

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<td>12 Meetinghouse Lane, Shelton, CT 06484</td>
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<td>Commerce (Ranking Member); Higher Education and Employment Advancement (Ranking Member); Appropriations; Environment</td>
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<tr>
<td></td>
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<td><a href="mailto:Dan.Debicella@cgact.gov">Dan.Debicella@cgact.gov</a></td>
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<tr>
<td>6th</td>
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<td>203-263-478</td>
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<td>Government Administration and Elections (Ranking Member); Select Committee on Children (Ranking Member); Appropriations; Legislative Management</td>
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### Alphabetical Roll of the Senate

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<td>Labor and Public Employees (Chair); Select Committee on Aging (Vice Chair); Appropriations; Executive and Legislative Nominations</td>
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<td>30th Roraback, Andrew W.</td>
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<td>P.O. Box 357, 455 Milton R, Goshen, CT 06756</td>
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<td>Regulations Review (Chair); Public Health (Ranking Member); Finance, Revenue and Bonding; Judiciary; Legislative Management</td>
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<td>Government Administration and Elections (Chair); Public Health (Vice Chair); Select Committee on Veterans' Affairs (Vice Chair); Appropriations</td>
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<td>5 Coolidge Court, Waterford, CT 06385</td>
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<td>12 Meetinghouse Lane, Shelton, CT 06484</td>
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<td>70 Crown Street, Bridgeport, CT 06610</td>
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<td>P. O. Box 2544, Danbury, CT 06813</td>
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<td>50 Toilsome Avenue, Norwalk, CT 06851</td>
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<td>Banks (Chair); Energy and Technology (Vice Chair); Appropriations; Commerce</td>
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<td>Crawford Road, Westport, CT 06880</td>
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<td>28th McKinney, John</td>
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<td>41 Malbone Lane, Brooklyn, CT 06234</td>
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<td>29th Roraback, Andrew W.</td>
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<td>P.O. Box 357, 455 Milton Road, Goshen, CT 06756</td>
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<td>Regulations Review (Chair); Public Health (Ranking Member); Finance, Revenue and Bonding; Judiciary; Legislative Management</td>
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<td>103 Cold Spring Drive 860-399-734</td>
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### Alphabetical Roll of the House

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*Contact Information:*
- Felipe.Reinoso@cga.ct.gov
- Tom.Reynolds@cga.ct.gov
- Elizabeth.Ritter@cga.ct.gov
- Kelvin.Roldan@cga.ct.gov
- TR.Rowe@housegop.ct.gov
- Richard.Roy@cga.ct.gov
## Alphabetical Roll of the House

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* Robert.Megna@cga.ct.gov
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* Raymond.Kalinowski@housego
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<td>145th</td>
<td>Truglia, Christel H.</td>
<td>Democrat</td>
<td>7 Gipsy Moth Landing, Stamford, CT</td>
<td>06902</td>
<td>203-357-778</td>
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<td>146th</td>
<td>Fox, Gerald M. III</td>
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<td>66 Fairview Avenue, Stamford, CT</td>
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<td>99 Chestnut Hill Road, Stamford, CT</td>
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<td>203-595-970</td>
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<td>88 Houston Terrace, Stamford, CT</td>
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<td>Floren, Livvy R.</td>
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<td>210 Round Hill Road, Greenwich, CT</td>
<td>06831</td>
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<td>151st</td>
<td>Powers, Claudia M.</td>
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<td>15 Hendrie Avenue</td>
<td>203-637-143</td>
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<td>Room 011, Capitol</td>
<td>0090</td>
<td>Sen. Paul R. Doyle</td>
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<td>Sen. Toni Nathaniel Harp</td>
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<td>Sen. Bob Duff</td>
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<td>Sen. Thomas P. Gaffey</td>
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<td>Sen. John W. Fonfara</td>
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<td>Rep. Roberta B. Willis</td>
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<td>Sen. Edwin A. Gomes Rep. Kenneth P. Green</td>
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<td>Sen. Andrew J. McDonald Rep. Michael P. Lawlor</td>
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<td>Sen. Donald E. Williams Rep. James A. Amann</td>
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<td>Sen. Mary Ann Handley Rep. Peggy Sayers</td>
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<td>Sen. Donald J. DeFronzo Rep. Antonio Guerrera</td>
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| Veterans' Affairs (Select Committee on) | Room 509A, Capitol    | 8467            | Sen. Andrew M. Maynard
|                                   |                       |                 | Rep. Ted C. Graziani       |
SELECT COMMITTEE ON AGING
Room 011, Capitol
860-240-0090

SENATORS DOYLE, (Chair), 9th District; PRAGUE, (Vice Chair), 19th

SENATORS CALIGIURI, (Ranking Member), 16th District.

REPRESENTATIVES SERRA, (Chair), 33rd District; ALDARONDO, (Vice Chair), 75th; TALLARITA 58th; VILLANO 91st; WILBER 63rd; ZALASKI 81st.

REPRESENTATIVES ADINOLFI, (Ranking Member), 103rd District; FLOREN 149th; HAMZY 78th.

Clerk: Gloria D. McKenna

LCO Attorney(s): William F. O'Shea
OLR Researcher(s): Helga Niesz and Robin Cohen

APPROPRIATIONS COMMITTEE
Room 2700, LOB
860-240-0390

SENATORS HARP, (Chair), 10th District; HARTLEY, (Vice Chair), 15th; DUFF 25th; GOMES 23rd; HANDLEY 4th; HARRIS 5th; PRAGUE 19th; SLOSSBERG 14th.

SENATORS CAPPIELLO, (Ranking Member), 24th District; DEBICELLA 21st; FREEDMAN 26th; MCKINNEY 28th.

REPRESENTATIVES MERRILL, (Chair), 54th District; HEINRIC, (Vice Chair), 101st; HEWETT, (Vice Chair), 39th; TERCYAK, (Vice Chair), 26th; BACKER 121st; CANDELARIA 95th; CLEMONS 124th; DILLON 92nd; FELTMAN 6th; FLEISCHMANN 18th; GENGA 10th; GERAGOSIAN 25th; GONZALEZ 3rd; HAMM 34th; KIRKLEY-BEY 5th; LEWIS 8th; MALONE 47th; MCCORORY 7th; NAFIS 27th; O'CONNOR 35th; ORANGE 48th; REYNOLDS 42nd; RITTER 38th; ROY 119th; RYAN 139th; THOMPSON 13th; TRUGLIA 145th; URBAN 43rd; WALKER 93rd; WILLIS 64th.

REPRESENTATIVES DELGOBBO, (Ranking Member), 70th District; ADINOLFI 103rd; BOUCHER 143rd; BURNS 77th; CANDELORA 86th; CHAPIN 67th; D'AMELIO 71st; FERRARI 62nd; HARKINS 120th; HOVEY 112th; O'NEILL 69th; STRIPP 135th; WASSERMAN 106th.

Senior Committee Administrator: Susan A. Keane
LCO Attorney(s): Sally M. Martin and Jo Roberts
OLR Researcher(s):
COMMITTEE ASSIGNMENTS – 2007 Session

BANKS COMMITTEE
Room 2400, LOB 860-240-0410

SENATORS DUFF, (Chair), 25th District; CRISCO, (Vice Chair), 17th.

SENATORS DELUCA, (Ranking Member), 32nd District.

REPRESENTATIVES BARRY, (Chair), 12th District; MCCRORY, (Vice Chair), 7th; BOUKUS 22nd; GRAZIANI 57th; GUERRERA 29th; KIRKLEY-BEY 5th; MAZUREK 80th; MCMAHON 15th; MOUKAWSHER 40th; WIDLITZ 98th.

REPRESENTATIVES RYAN, (Ranking Member), 141st District; FREY 111th; HARKINS 120th; O'NEILL 69th; STRIPP 135th.

Clerk: Hal Smullen
LCO Attorney(s): Karen Tichy
OLR Researcher(s): Soncia Coleman and Helga Niesz

SELECT COMMITTEE ON CHILDREN
Room 011, Capitol
860-240-0370

SENATORS MEYER, (Chair), 12th District; HARP, (Vice Chair), 10th.

SENATORS FREEDMAN, (Ranking Member), 26th District.

REPRESENTATIVES MCMAHON, (Chair), 15th District; MIOLI, (Vice Chair), 136th; MUSHINSKY 85th; THOMPSON 13th; TRUGLIA 145th.

REPRESENTATIVES RUWET, (Ranking Member), 65th District; GIULIANO 23rd.

Clerk: Rod O'Connor
LCO Attorney(s): Maier Negugogor
OLR Researcher(s): Susan Price and Ryan O'Neil
COMMITTEE ASSIGNMENTS – 2007 Session

COMMERCe COMMITTEE
Room 110, Capitol
860-240-0380

SENATORS LEBEAU, (Chair), 3rd District; CRISCO, (Vice Chair), 17th; DUFF 25th; HANDLEY 4th.

SENATORS DEBICELLA, (Ranking Member), 21st District; KISSEL 7th.

REPRESENTATIVES BERGER, (Chair), 73rd District; GENTILE, (Vice Chair), 104th; ARESIMOWICZ 30th; GIANNAROS 21st; JOHNSTON 51st; MAZUREK 80th; MIOLI 136th; O’CONNOR 35th; ROLDAN 4th; TONG 147th.

REPRESENTATIVES STRIPP, (Ranking Member), 135th District; ALBERTS 50th; CANDELORA 86th; NOUJAIM 74th; WILLIAMS 68th.

Clerk: Kathy Salemi

LCO Attorney(s): Anne Brennan Carroll and Jenna Padula
OLR Researcher(s): John Rappa and Judith Lohman

EDUCATION COMMITTEE
Room 3100, LOB
860-240-0420

SENATORS GAFFEY, (Chair), 13th District; FONFARA, (Vice Chair), 1st; FINCH 22nd; MCDONALD 27th.

SENATORS HERLIHY, (Ranking Member), 8th District; CALIGIURI 16th.

REPRESENTATIVES FLEISCHMANN, (Chair), 18th District; GENGa, (Vice Chair), 10th; BARTLETT 2nd; BYE 19th; DAVIS 117th; FAWCETT 133rd; FELTMAN 6th; HAMM 34th; HEINRICH 101st; JARMOC 59th; KEELEY 129th; MCCORORY 7th; MIKUTEI 45th; NAFIS 27th; O’BRIEN 24th; REINOSO 130th; REYNOLDS 42nd; SCHOFIELD 16th; SHAPIRO 144th.

REPRESENTATIVES Hovey, (Ranking Member), 112th District; BOUCHER 143rd; BURNS 77th; KLRIDES 114th; LABRIOLA 131st; RUWET 65th; SAWYER 55th; WITKOS 17th.

Clerk: Jessica Andrews

LCO Attorney(s): Angela R. Rehm
OLR Researcher(s): Soncia Coleman and Judith Lohman
ENERGY AND TECHNOLOGY COMMITTEE
Room 3900, LOB
860-240-0430

SENATORS FONFARA, (Chair), 1st District; DUFF, (Vice Chair), 25th.

SENATORS HERLIHY, (Ranking Member), 8th District.

REPRESENTATIVES FONTANA, (Chair), 87th District; NARDELLO, (Vice Chair), 89th; ALTOBELLO 82nd; BACKER 121st; FAWCETT 133rd; GENGA 10th; KEHOE 31st; MAZUREK 80th; MORIN 28th; RITTER 38th; SAYERS 60th; TERCYAK 26th; TONG 147th.

REPRESENTATIVES WILLIAMS, (Ranking Member), 68th District; CARON 44th; DELGOBBO 70th; FERRARI 62nd; GIBBONS 150th; MILLER 122nd.

Clerk: David Larkin
LCO Attorney(s): Jenna Padula
OLR Researcher(s): Kevin McCarthy and Paul Frisman

ENVIRONMENT COMMITTEE
Room 3200, LOB
860-240-0440

SENATORS FINCH, (Chair), 22nd District; MEYER, (Vice Chair), 12th; DEFRONZO 6th; MAYNARD 18th.

SENATORS MCKINNEY, (Ranking Member), 28th District; DEBICELLA 21st.

REPRESENTATIVES ROY, (Chair), 119th District; DAVIS, (Vice Chair), 117th; BACKER 121st; CHRISTIANO 134th; HENNESSY 127th; HURLBURT 53rd; JUTILA 37th; MEGNA 97th; MORIN 28th; MOUKAWSHER 40th; MUSHINSKY 85th; O'ROURKE 32nd; PERONE 137th; SPALLONE 36th; URBAN 43rd; WILBER 63rd; WILLIS 64th; WRIGHT 41st.

REPRESENTATIVES CHAPIN, (Ranking Member), 67th District; ALBERTS 50th; GREENE 105th; KALINOWSKI 100th; MILLER 122nd; MINER 66th; PISCOPO 76th.

Clerk: Geoff Luxenburg
LCO Attorney(s): Richard Hanratty and Shannon M. Ammouche
OLR Researcher(s): Paul Frisman and Joseph Holstead
COMMITTEE ASSIGNMENTS – 2007 Session

EXECUTIVE AND LEGISLATIVE NOMINATIONS COMMITTEE
Room 1000, LOB
860-240-0450

SENATORS LOONEY, (Chair), 11th District; WILLIAMS, (Vice Chair), 29th; HARP 10th; PRAGUE 19th.

SENATORS DELUCA, (Ranking Member), 32nd District; MCKINNEY 28th.

REPRESENTATIVES JANOWSKI, (Chair), 56th District; NAFIS, (Vice Chair), 27th; BOUKUS 22nd; DARGAN 115th; GRAZIANI 57th; KEHOE 31st; ROY 119th.

REPRESENTATIVES GIEGLER, (Ranking Member), 138th District; HAMZY 78th; PISCOPO 76th.

Clerk: Tom Spinella
LCO Attorney(s): Sally M. Martin
OLR Researcher(s): Daniel Duffy

FINANCE, REVENUE AND BONDING COMMITTEE
Room 3700, LOB
860-240-0460

SENATORS DAILY, (Chair), 33rd District; FONFARA, (Vice Chair), 1st; DEFRONZO 6th; FINCH 22nd; GAFFEY 13th; LEBEAU 3rd; MCDONALD 27th; STILLMAN 20th.

SENATORS NICKERSON, (Ranking Member), 36th District; GUGLIELMO 35th; HERLIHY 8th; RORABACK 30th.

REPRESENTATIVES STAPLES, (Chair), 96th District; PERONE, (Vice Chair), 137th; SHAPIRO, (Vice Chair), 144th; ALDARONDO 75th; ALTOBELLO 82nd; ARESIMOWICZ 30th; BARRY 12th; BARTLETT 2nd; BERGER 73rd; BUTLER 72nd; CHRIST 11th; DYSON 94th; GIANNAROS 21st; GREEN 1st; HENNESSY 127th; KEELEY 129th; KEHOE 31st; LEONE 148th; MCCLUSKEY 20th; MOUKAWSHER 40th; MUSHINSKY 85th; O'BRIEN 24th; PAWEKIEWICZ 49th; REINOSO 130th; ROLDAN 4th; SHARKEY 88th; TALLARITA 58th; VILLANO 91st; WIDLITZ 98th; WRIGHT 41st; ZALASKI 81st.

REPRESENTATIVES MINER, (Ranking Member), 66th District; ALBERTS 50th; BELDEN 113th; CARON 44th; CARSON 108th; FLOREN 149th; FREY 111th; GIBBONS 150th; HETHERINGTON 125th; KLABEDE 114th; PISCOPO 76th; RUWET 65th; SCRIBNER 107th.

Senior Committee Administrator: Mary E. Finnegan
LCO Attorney(s): Anne Brennan Carroll
OLR Researcher(s): Judith Lohman, John Rappa and Kevin McCarthy
GENERAL LAW COMMITTEE
Room 3500, LOB
860-240-0470

SENATORS COLAPIETRO, (Chair), 31st District; DOYLE, (Vice Chair), 9th ; GOMES 23rd; MAYNARD 18th.

SENATORS CALIGIURI, (Ranking Member), 16th District; FASANO 34th.

REPRESENTATIVES STONE, (Chair), 9th District; JUTILA, (Vice Chair), 37th ; ESPOSITO 116th; JANOWSKI 56th; JOHNSTON 51st; MAZUREK 80th; MEGNA 97th; NICASTRO 79th; PANARONI 102nd.

REPRESENTATIVES GREENE, (Ranking Member), 105th District; AMAN 14th; FERRARI 62nd; RYAN 141st.

Clerk: Ken Scott
LCO Attorney(s): Richard Hanratty
OLR Researcher(s): Daniel Duffy and Kristin Sullivan

GOVERNMENT ADMINISTRATION AND ELECTIONS COMMITTEE
Room 2200, LOB
860-240-0480

SENATORS SLOSSBERG, (Chair), 14th District; MEYER, (Vice Chair), 12th.

SENATORS FREEDMAN, (Ranking Member), 26th District.

REPRESENTATIVES CARUSO, (Chair), 126th District; URBAN, (Vice Chair), 43rd; DREW 132nd; FLEISCHMANN 18th; LAWLO 99th; O'ROURKE 32nd; SPALLONE 36th.

REPRESENTATIVES HETHERINGTON, (Ranking Member), 125th District; FLOREN 149th; LABRIOLA 131st.

Clerk: Ashley Hobart
LCO Attorney(s): Bradford M. Towson
OLR Researcher(s): Sandra Norman-Eady and Kristin Sullivan
COMMITTEE ASSIGNMENTS – 2007 Session

HIGHER EDUCATION AND EMPLOYMENT ADVANCEMENT COMMITTEE
Room 1800, LOB
860-240-0280

SENATORS HARTLEY, (Chair), 15th District; GAFFEY, (Vice Chair), 13th .

SENATORS DEBICELLA, (Ranking Member), 21st District.

REPRESENTATIVES WILLIS, (Chair), 64th District; CANDELARIA, (Vice Chair), 95th ; ABERCROMBIE 83rd; DILLON 92nd; DYSON 94th; GENTILE 104th; GIANNAROS 21st; LEWIS 8th; MERRILL 54th; O'ROURKE 32nd; PAWELKIEWICZ 49th.

REPRESENTATIVES GIULIANO, (Ranking Member), 23rd District; BOUCHER 143rd; NOUJAIM 74th; POWERS 151st; SAWYER 55th.

Clerk: Ben Daigle

LCO Attorney(s): Angela R. Rehm and Maier Negugogor

OLR Researcher(s): Rute Pinhel and Saul Spigel

SELECT COMMITTEE ON HOUSING
Room 011, Capitol
860-240-0340

SENATORS GOMES, (Chair), 23rd District; DOYLE, (Vice Chair), 9th .

SENATORS MCKINNEY, (Ranking Member), 28th District.

REPRESENTATIVES GREEN, (Chair), 1st District; ABERCROMBIE 83rd; BUTLER 72nd; MORRIS 140th; TABORSAK 109th.

REPRESENTATIVES MILLER, (Ranking Member), 122nd District; ROWE 123rd.

Clerk: Fred Stula

LCO Attorney(s): Catherine R. Bernstein

OLR Researcher(s): Joseph Holstead and John Moran
HUMAN SERVICES COMMITTEE
Room 2000, LOB
860-240-0490

SENATORS HARRIS, (Chair), 5th District; COLEMAN, (Vice Chair), 2nd.

SENATORS KISSEL, (Ranking Member), 7th District.

REPRESENTATIVES VILLANO, (Chair), 91st District; ABERCROMBIE, (Vice Chair), 83rd; BARTLETT 2nd; BUTLER 72nd; JARMOC 59th; MORRIS 140th; ORANGE 48th; SCHOFIELD 16th; THOMPSON 13th; TRUGLIA 145th; WALKER 93rd.

REPRESENTATIVES GIBBONS, (Ranking Member), 150th District; ADINOLFI 103rd; BURNS 77th; CARON 44th; CHAPIN 67th.

Clerk: Jeanie Phillips
LCO Attorney(s): William F. O'Shea
OLR Researcher(s): Robin Cohen and Helga Niesz

INSURANCE AND REAL ESTATE COMMITTEE
Room 2800, LOB
860-240-0510

SENATORS CRISCO, (Chair), 17th District; HARTLEY, (Vice Chair), 15th.

SENATORS DELUCA, (Ranking Member), 32nd District.

REPRESENTATIVES O'CONNOR, (Chair), 35th District; CLEMONS, (Vice Chair), 124th; ALTOBELLO 82nd; DARGAN 115th; FONTANA 87th; GERAGOSIAN 25th; MEGNA 97th; NARDELLO 89th; ROLDAN 4th; SCHOFIELD 16th; STONE 9th.

REPRESENTATIVES WITKOS, (Ranking Member), 17th District; D'AMELIO 71st; FREY 111th; HARKINS 120th; WILLIAMS 68th.

Clerk: Jessica Rosario
LCO Attorney(s): Karen Tichy
OLR Researcher(s): Janet Kaminski and George Coppolo
COMMITTEE ASSIGNMENTS – 2007 Session

INTERNSHIP
Room 5150, LOB
860-240-0520

SENATORS CRISCO, (Ranking Member), 4th District; DAILY, 33rd; COLAPIETRO, 31st.
SENATORS CAPPIELLO, (Chair), 24th District; CALIGIURI, 16th; GUGLIELMO, 35th.
REPRESENTATIVES TALLARITA, (Chair), 58th District; BOUKUS, 22nd; GODFREY, 110th.
REPRESENTATIVES BACCHIOCHI, (Ranking Member), 52nd District; FERRARI, 62nd; GIEGLER, 138th.

Director: Arthur Forst, Arthur.Forst@cga.ct.gov

JUDICIARY COMMITTEE
Room 2500, LOB
860-240-0530

SENATORS MCDONALD, (Chair), 27th District; HANDLEY, (Vice Chair), 4th ; COLEMAN 2nd; GOMES 23rd; MEYER 12th.
SENATORS KISSEL, (Ranking Member), 7th District; CAPPIELLO 24th; RORABACK 30th.

REPRESENTATIVES LAWLO, (Chair), 99th District; FOX, (Vice Chair), 146th; BARRY 12th; BERGER 73rd; BYE 19th; DILLON 92nd; FRITZ 90th; GERAGOSIAN 25th; GODFREY 110th; GONZALEZ 3rd; GREEN 1st; HAMM 34th; HURLBURT 53rd; MCCLUSKEY 20th; MCMAHON 15th; MORRIS 140th; O'BRIEN 24th; OLSON 46th; SERRA 33rd; SPALLONE 36th; STAPLES 96th; STONE 9th; TONG 147th; WALKER 93rd; WRIGHT 41st.

REPRESENTATIVES O'NEILL, (Ranking Member), 69th District; ADINOLFI 103rd; AMAN 14th; GIEGLER 138th; HAMZY 78th; HOVEY 112th; KLARIDES 114th; LABRIOLA 131st; POWERS 151st; ROWE 123rd.

Senior Committee Administrator: Diana H. Caliendo

LCO Attorney(s): Arthur S. Donovan, Louise M. Nadeau and Richard D. Taff
OLR Researcher(s): George Coppolo, Sandra Norman-Eady, Christopher Reinhart and Susan Price
LABOR AND PUBLIC EMPLOYEES COMMITTEE
Room 3800, LOB
860-240-0540

SENATORS PRAGUE, (Chair), 19th District; GOMES, (Vice Chair), 23rd.

SENATORS GUGLIELMO, (Ranking Member), 35th District.

REPRESENTATIVES RYAN, (Chair), 139th District; ZALASKI, (Vice Chair), 81st; ESPOSITO 116th; HEWETT 39th; OLSON 46th; REINOSO 130th.

REPRESENTATIVES AMAN, (Ranking Member), 14th District; BELDEN 113th.

Clerk: Dean Massey

LCO Attorney(s): Jo A. Roberts
OLR Researcher(s): John Moran and Christopher Reinhart

LEGISLATIVE MANAGEMENT
Room 5100, LOB
860-240-0100

SENATORS WILLIAMS, (Chair), 29th District; LOONEY, (Vice Chair), 11th; COLAPIETRO 31st; CRISCO 17th; DAILY 33rd; GAFFEY 13th; HARTLEY 15th; LEBEAU 3rd.

SENATORS DELUCA, (Ranking Member), 32nd District; FREEDMAN 26th; NICKERSON 36th; RORABACK 30th.

REPRESENTATIVES AMANN, (Chair), 118th District; DONOVAN, (Vice Chair), 84th; ALTOBELLO 82nd; CHRIST 11th; FRITZ 90th; GODFREY 110th; KIRKLEY-BEY 5th; MERRILL 54th; ORANGE 48th; PAWELKIEWICZ 49th; REINOSO 130th; SHARKEY 88th; WALKER 93rd.

REPRESENTATIVES CAFERO, (Ranking Member), 142nd District; BELDEN 113th; HAMZY 78th; HARKINS 120th; SAWYER 55th.

Clerk: Sandra Forté

LCO Attorney(s): Larry G. J. Shaprio
OLR Researcher(s): Mary Janicki
PLANNING AND DEVELOPMENT COMMITTEE
Room 2100, LOB
860-240-0550

SENATORS COLEMAN, (Chair), 2nd District; HARRIS, (Vice Chair), 5th.

SENATORS FASANO, (Ranking Member), 34th District.

REPRESENTATIVES FELTMAN, (Chair), 6th District; HENNESSY, (Vice Chair), 127th; AYALA 128th; CHRISTIANO 134th; DREW 132nd; DYSON 94th; FOX 146th; FRITZ 90th; GENTILE 104th; SHARKEY 88th; TABORSK 109th; WILBER 63rd.

REPRESENTATIVES BACCHIOCHI, (Ranking Member), 52nd District; AMAN 14th; CANDELORA 86th; MINER 66th; RYAN 141st.

Clerk: Eric Stroker
LCO Attorney(s): Catherine R. Bernstein
OLR Researcher(s): Kevin McCarthy and John Rappa

PROGRAM REVIEW AND INVESTIGATIONS COMMITTEE
Room 506, Capitol
860-240-0300

SENATORS MEYER, (Chair), 12th District; FONFARA, (Vice Chair), 1st; MAYNARD 18th.

SENATORS KISSEL, (Ranking Member), 7th District; CAPPIELLO 24th; GUGLIELMO 35th.

REPRESENTATIVES MUSHINSKY, (Ranking Member), 85th District; LAWLOR 99th; SHARKEY 88th.

REPRESENTATIVES WASSERMAN, (Chair), 106th District; CARSON 108th; GIULIANO 23rd.

Clerk: Bonnine Labbadia
LCO Attorney(s): Sharon L. Brais
OLR Researcher(s):
COMMITTEE ASSIGNMENTS – 2007 Session

PUBLIC HEALTH COMMITTEE
Room 3000, LOB
860-240-0560

SENATORS HANDLEY, (Chair), 4th District; SLOSSBERG, (Vice Chair), 14th; COLEMAN 2nd; STILLMAN 20th.

SENATORS RORABACK, (Ranking Member), 30th District; FASANO 34th.

REPRESENTATIVES SAYERS, (Chair), 60th District; RITTER, (Vice Chair), 38th; ALDARONDO 75th; AYALA 128th; BYE 19th; CHRIST 11th; CHRISTIANO 134th; HEINRICH 101st; HURLBURT 53rd; MALONE 47th; NARDELLO 89th; O'BRIEN 24th; OLSON 46th; PANARONI 102nd; RYAN 139th; TERCYAK 26th; WIDLITZ 98th.

REPRESENTATIVES CARSON, (Ranking Member), 108th District; FAHRBACH 61st; GIEGLER 138th; HETHERINGTON 125th; KARIDES 114th; SCRIBNER 107th; WASSERMAN 106th.

Committee Administrator: Beverley Henry
LCO Attorney(s): Joyce Williams Jones
OLR Researcher(s): John Kasprak and Saul Spigel

PUBLIC SAFETY AND SECURITY COMMITTEE
Room 3600, LOB
860-240-0570

SENATORS STILLMAN, (Chair), 20th District; DAILY, (Vice Chair), 33rd.

SENATORS GUGLIELMO, (Ranking Member), 35th District.

REPRESENTATIVES DARGAN, (Chair), 115th District; REYNOLDS, (Vice Chair), 42nd; BOUKUS 22nd; CARUSO 126th; CLEMONS 124th; ESPOSITO 116th; GONZALEZ 3rd; HEWETT 39th; JARMOC 59th; JOHNSTON 51st; LEWIS 8th; MIKUTEL 45th; ORANGE 48th; SHAPIRO 144th.

REPRESENTATIVES KALINOWSKI, (Ranking Member), 100th District; BACCHIOCHI 52nd; DELGIOBBO 70th; FAHRBACH 61st; GREENE 105th; WITKOS 17th.

Clerk: Matthew Gianquinto
LCO Attorney(s): Shannon M. Ammouche
OLR Researcher(s): Veronica Rose and James Fazzalaro
REGULATIONS REVIEW COMMITTEE
Room 011, Capitol
860-240-0580

SENATORS HARRIS, (Ranking Member), 5th District; DOYLE 9th; STILLMAN 20th.

SENATORS RORABACK, (Chair), 30th District; CALIGIURI 16th; HERLIHY 8th.

REPRESENTATIVES LEONE, (Chair), 148th District; CANDELARIA 95th; CARUSO 126th; DAVIS 117th.

REPRESENTATIVES ROWE, (Ranking Member), 123rd District; HAMZY 78th; O'NEILL 69th; POWERS 151st.

Committee Administrator: Pamela B. Booth

LCO Attorney(s): Larry G. J. Shapiro, Sally M. Martin, Anne Brennan Carroll, Richard Hanratty, Angela R. Rehm and Jo Roberts

OLR Researcher(s): Mary Janicki

TRANSPORTATION COMMITTEE
Room 2300, LOB
860-240-0590

SENATORS DEFRONZO, (Chair), 6th District; FINCH, (Vice Chair), 22nd; COLAPIETRO 31st; LEBEAU 3rd; MCDONALD 27th.

SENATORS MCKINNEY, (Ranking Member), 28th District; NICKERSON 36th.

REPRESENTATIVES GUERRERA, (Chair), 29th District; MIKUTEL, (Vice Chair), 45th; AYALA 128th; DAVIS 117th; DREW 132nd; FAWCETT 133rd; FONTANA 87th; FOX 146th; JANOWSKI 56th; JUTILA 37th; LEONE 148th; MCCLUSKEY 20th; MIOLI 136th; MORIN 28th; NICASTRO 79th; PANARONI 102nd; PERONE 137th; SERRA 33rd; TABORSAK 109th.

REPRESENTATIVES SCRIBNER, (Ranking Member), 107th District; BOUCHER 143rd; CARON 44th; D'AMELIO 71st; FAHRBACH 61st; HARKINS 120th; NOUJAIM 74th; SAWYER 55th.

Clerk: Shirley Zipadelli

LCO Attorney(s): Stacey L. Dawid

OLR Researcher(s): James Fazzalaro and Janet Kaminski
SENATORS MAYNARD, (Chair), 18th District; SLOSSBERG, (Vice Chair), 14th District.

SENATORS FASANO, (Ranking Member), 34th District.

REPRESENTATIVES GRAZIANI, (Chair), 57th District; ARESIMOWICZ, (Vice Chair), 30th; GUERRERA 29th; NICASTRO 79th; SAYERS 60th.

REPRESENTATIVES ALBERTS, (Ranking Member), 50th District; KALINOWSKI 100th.

Clerk: Joshua Wojcik

LCO Attorney(s): Louise M. Nadeau
OLR Researcher(s): Veronica Rose and James Fazzalaro
STAFF OFFICES

The Address for all staff offices at the Legislative Office Building/Capitol is:

(Office Name)
LOB/Capitol
Hartford, CT 06106-1591
The Joint Committee on Legislative Management is the administrative arm of the General Assembly. All appropriations for the legislative branch of government are under the jurisdiction of this committee and are administered by its nonpartisan staff.

The president pro tempore of the Senate and the speaker of the House serve as co-chairs of the committee. The remaining members include Senate and House majority and minority leaders, deputy and assistant leaders, and other members appointed by the four caucus leaders pursuant to the joint rules of the House and Senate.

The Office of Legislative Management provides administrative and operational support for the Connecticut General Assembly. The office, while implementing the policies of the Joint Committee on Legislative Management, provides administrative and financial services, administers compensation and human resources services, coordinates training and staff development services, and oversees the management and maintenance of all buildings and grounds under the supervision and control of the Legislature. The Office of Legislative Management ensures the daily functioning of the Legislature for the benefit of the legislators, their staff, and the general public.

Staff

D’Ann Mazzocca, Executive Director
Dana Crompton, Financial Administrator
  Jim Tracy, Personnel Administrator
  Eric Connery, Facilities Administrator
  Sandra Forté, Senior Executive Assistant

  Christy Anderson, Legislative Secretary
  Frances Antinerella, Senior Administrative Assistant
    Melissa Bartolomeo, Principal ITS Analyst
    Diane Bouchard, Senior Office Technician
    Lou Carlisle, Facilities Services Officer
    Karol Oakes Cassidy, Payroll Specialist
    Liz Conroy, Senior Legislative Secretary
    Maria Geraci, Senior Office Technician
    Lori Grayson, Staff Assistant
  Melissa Iaconetti, Senior Administrative Assistant
    Elaine Ihnat, Payroll Specialist
    Mary Kula, Staff Assistant
    Geraldo Martinez, Office Technician
  Debra Maselek, Administrative Services Coordinator
  Barbara Matthews, Senior Administrative Assistant
    Tina Mohr, Legislative Analyst II
    Sue Peplau, Business Officer
  Kyle Rhude, Associate Legislative Analyst
    Karen Richardson, Services Officer
  Stephen Rose, Facilities Project Manager
Fran Scricca, Payroll Specialist
Jim Tamburro, Training and Staff Development Coordinator
Christina Taylor, Personnel Specialist
Linda Voghel, Staff Assistant
Andrea Walker, Associate Legislative Analyst
Lisa Zaugg, Personnel Specialist
The Office of Information Technology Services provides the Connecticut General Assembly with high-quality, cost-effective information systems and technology services to support all aspects of the legislative process. It is responsible for the selection, management and support of information technology hardware, software and applications. The Office is organized by the following functional areas.

**ITS Help Desk**

The ITS Help Desk is chartered with providing a single point of contact for computer services at the Connecticut General Assembly. The Help Desk provides assistance for customers experiencing problems with any aspect of the CGA computer network. During the Legislative Session, the Help Desk is staffed Monday through Friday from 8:00 AM to 7:00 PM or until the Chambers adjourn. During the Interim, the Help Desk hours are 8:00 AM to 5:30 PM.

**PC/LAN**

This group selects, implements, and maintains the equipment that runs the CGA computer network. This group is also responsible for the deployment of laptop and desktop systems throughout the General Assembly.

**Applications Development**

This area develops and supports all applications used in the Connecticut General Assembly, including the Connecticut General Assembly Legislative Information Technology Enterprise Services (CGALITES) Intranet and Internet.

**Information Technology Training**

The ITS Training Room is located on the west side of the Capitol basement. The training room is equipped with eight desktop computers, five notebook computers, and a variety of multimedia components. More than 100 courses per year are offered on a wide range of information technology subjects.

**IT Architecture**

This group is responsible for building and maintaining the computer network and server infrastructure. It also evaluates technology advancements for applicability and application in our computing environment.
Staff

Ronald A. Bianca, Director
Sophie King, Administrator

ITS Help Desk

Daniel Gonzalez, Assistant Analyst
Donna Pulsifer, Analyst

PC/LAN

Timothy Putnam, Manager
Robert Caroti, Senior Analyst
Becky Fede, Principal Analyst
Donna Galvin, Senior Analyst
Jim Gorborino, Analyst

Applications Development

Paul Alderucci, Project Manager, HCO, SCO and Commissions
Susan Marsh, Project Manager, LCO, OFA, OLM, OLR and PRI
Cheryl Smith, Project Manager, Website, Committees and Caucuses
Jackie Allo, Senior Analyst
David Beckman, Senior Analyst
Rino Feole, Senior Analyst
Tatyana Ganzman, Senior Analyst
Dan Jalbert, Chief Analyst
Steven Johnson, Senior Analyst
Erik McKeone, Analyst
Ryan Pennant, Analyst

Information Technology Training

Paula Hammon, Manager

IT Architecture

Roger Schyns, Chief Analyst
Alfred Grabka, Senior Analyst
Dave Listro, Senior Analyst
The Office of State Capitol Police supports the State Legislature by creating a safe and secure environment in which to conduct the business of the Legislature. It also supervises the Legislative Office Building Parking Garage and parking areas on the Capitol grounds.

All Connecticut State Capitol Police officers maintain their police officer certification through the Connecticut Police Officer Standards and Training Council and have jurisdiction throughout the State of Connecticut. Officers receive additional training as Medical Response Technicians and in other areas specifically tailored to the unique law enforcement issues faced by the State Capitol Police.

Chief of Police  
Michael J. Fallon

Lieutenant  
John Devine

Sergeants  
Paul Longo  
Walter Lee  
Robert Arsenault

State Capitol Police Corporals  
Peter Marrero  
Timothy Kasek  
Richard Segreto  
Robert Bates  
Matt Kacerguis

State Capitol Police Senior Officers  
Mark Baldwin  
Michael Kopinja  
Laura Fago  
Robert Holmgren  
Richard Kowaleski  
Kevin Long  
Dennis O'Connell
State Capitol Police Officers
Anthony Lombardi
Armando Segovia
Timothy Boyle
Jonathon Sylvester
John O’Reilly
James Giansanti
Todd Tranter
Jamie Axson
Michael Bermudez

Administrative Assistant
Tracey Morin

Security Technicians
Donald Arcari
Joseph Barrett
Roy Clemons, Sr.
Martin Hart, Jr.
Robert Highter
Janice Horan
Gary Knapik
Andrew Morace
Gary Norman
Everett L. Overstrom, Jr.
Robert Rakauskas
Angelo Tosi
OFFICES OF THE SENATE CLERK AND HOUSE CLERK

Senate: State Capitol, Room 305
860-240-0500

House: State Capitol, Room 109
860-240-0400

The Clerk of the Senate and Clerk of the House of Representatives are officers of the General Assembly and are elected on Opening Day of the odd-year Regular Session for a two-year term. The Assistant Clerks in both houses are also appointed on Opening Day for a two-year term.

The Clerks' Offices are charged with the publication of the Journals, Calendars, Bulletins, Bill Indices, and other documents of the General Assembly. The Connecticut General Statutes provide that each house shall have a full-time Permanent Assistant Clerk. The Permanent Assistant Clerk is responsible for the daily operation of the Clerk’s Office. In addition to the Permanent Assistant Clerk, the staff in the Clerks’ Offices includes a Journal Clerk, Calendar Clerk, Bill Clerk and an Office Assistant. During sessions, additional personnel are added as necessary.

A bill or resolution is not officially filed until it is presented in proper form to the Clerk in the introducer's Chamber and signed by the introducer. The needs of the Members of the General Assembly are tended to with respect to bill/resolution filing, indexing, proofreading and storing of the record of all legislation introduced in the Senate or House of Representatives. Five permanent staff personnel in each of the Clerk’s Offices serve the legislative requests of the 36 Members of the Senate and the 151 Members of the House of Representatives on a range of legislative matters. Member services also include preparation of citations, co-sponsorship of legislation as well as answering questions on the legislative process in each of the respective Chambers.

The Journals, which are published in accordance with the Constitution and the Rules, contain all of the legislative actions taken on each session day including the text of all amendments acted upon. The roll call vote on each action in the Senate or House of Representatives appears in that Chamber's Journal immediately following the description of actions on the bill or amendment. The Calendar is a daily compilation of bills and resolutions awaiting action in the Senate or House of Representatives. The Rules require that the Journal and Calendar must be on the desks of all members each day.

During regular sessions, the Clerks' Offices are responsible for the operation of the Information and Bulletin rooms. The Clerks’ Offices oversee the publication of the Legislative Bulletin. The Bulletin illustrates the schedule for legislative sessions, public hearings, committee meetings and other events containing notes of interest to legislators, staff and interested members of the public. The Bulletin is published daily when the General Assembly is in session.

During the interim, legislative information is provided by the Clerks’ Offices.
Senate Clerk’s Office

Thomas P. Sheridan, Clerk
Benny Auger, Assistant Clerk
Timothy B. Kehoe, Permanent Assistant Clerk
Renee J. Simmons, Journal Clerk
Michael Shonta, Calendar Clerk
Frank A. Forzano, Bill Clerk
Alice Ann Joseph, Office Assistant
Reverend James J. Nock, Chaplain
Reverend David H. Baird, Deputy Chaplain
Reverend Dr. Barbara Headley, Deputy Chaplain
Rabbi Philip Lazowski, Deputy Chaplain

House Clerk’s Office

Garey E. Coleman, Clerk
Nicholas C. Varunes, Esq., Assistant Clerk
Ann M. Clark, Permanent Assistant Clerk
John N. Barry, Bill Clerk
Anita DeLorenzo, Calendar Clerk
Bryan M. D’Auria, Office Assistant
Ann-Louise DeSorbo, Journal Clerk
Reverend Michael S. Galasso, Chaplain
Reverend Garland Higgins, Deputy Chaplain
The Legislative Commissioners' Office ("LCO") serves as the legal counsel to the members and committees of the General Assembly. The attorneys and support staff of the office are responsible for drafting the legislation considered by the General Assembly and for assuring that it is clear, concise and constitutionally sound. The office publishes a variety of legislative documents and carries out other duties assigned by law to the Legislative Commissioners.

The staff, in serving the members and committees of the State Legislature:

- Drafts bills, file copies and amendments, and performs related legal research;
- Reviews all bills and resolutions favorably reported by legislative committees for statutory consistency, clarity, and constitutionality prior to final action by the General Assembly;
- Prepares and prints file copies of bills favorably reported by legislative committees;
- Prepares and certifies the accuracy of the final version of each bill (the engrossed bill) before it is signed by the Governor;
- Provides other legal services to the General Assembly including advice on statutes that govern the General Assembly, advice on legislative rules, issuing confidential opinions of law to members or committees of the General Assembly, and reviewing proposed regulations submitted by state agencies; and
- Publishes public acts and special acts of each session, codifies the public acts, revises the Connecticut General Statutes, prepares legislative histories and annotations of Connecticut court cases, and publishes the revised General Statutes and Supplements thereto.

Each LCO attorney is assigned to one or more legislative committees and has expertise in the committee’s areas of cognizance. In addition to drafting bills and amendments, the attorneys advise the committees on applicable state and federal statutes and regulations, case law affecting the committees' jurisdiction, and rules of procedure. All attorneys in the Legislative Commissioners’ Office are admitted to practice law in Connecticut.

The Legislative Commissioners’ Office is under the supervision of two commissioners, one a Democrat and one a Republican, who are appointed by the General Assembly for staggered four-year terms. A nonpartisan Director manages the day-to-day operations of the office. All full-time staff of the Legislative Commissioners’ Office are nonpartisan.

**Commissioners**

Max Case, Republican  
Edwin J. Maley, Jr., Democrat
# Staff

**Director**, Larry G. J. Shapiro  
**Assistant Director**, Sharon L. Brais  
**Senior Supervisor**, Kathleen H. Wright

## Legislative Attorneys  
### Committee Assignments

<table>
<thead>
<tr>
<th>Committee</th>
<th>Attorney</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aging, Select Committee on Appropiations</td>
<td>William F. O’Shea</td>
</tr>
<tr>
<td>Appropriations</td>
<td>Sally M. Martin and Jo Roberts</td>
</tr>
<tr>
<td>Banks</td>
<td>Karen Tichy</td>
</tr>
<tr>
<td>Children, Select Committee on Commerce</td>
<td>Maier Negugogor, Anne Brennan Carroll and Jenna Padula</td>
</tr>
<tr>
<td>Education</td>
<td>Angela R. Rehm</td>
</tr>
<tr>
<td>Energy and Technology</td>
<td>Jenna Padula</td>
</tr>
<tr>
<td>Environment</td>
<td>Richard Hanratty and Shannon M. Ammouche</td>
</tr>
<tr>
<td>Executive and Legislative Nominations</td>
<td>Sally M. Martin</td>
</tr>
<tr>
<td>Finance, Revenue and Bonding</td>
<td>Anne Brennan Carroll</td>
</tr>
<tr>
<td>General Law</td>
<td>Richard Hanratty</td>
</tr>
<tr>
<td>Government Administration and Elections</td>
<td>Bradford M. Towson</td>
</tr>
<tr>
<td>Higher Education and Employment Advancement</td>
<td>Angela R. Rehm and Maier Negugogor</td>
</tr>
<tr>
<td>Housing, Select Committee on</td>
<td>Catherine R. Bernstein</td>
</tr>
<tr>
<td>Human Services</td>
<td>William F. O’Shea</td>
</tr>
<tr>
<td>Insurance and Real Estate</td>
<td>Karen Tichy</td>
</tr>
<tr>
<td>Judiciary</td>
<td>Arthur S. Donovan, Louise M. Nadeau and Richard D. Taff</td>
</tr>
<tr>
<td>Labor and Public Employees</td>
<td>Jo Roberts</td>
</tr>
<tr>
<td>Legislative Management</td>
<td>Larry G. J. Shapiro</td>
</tr>
<tr>
<td>Planning and Development</td>
<td>Catherine R. Bernstein</td>
</tr>
<tr>
<td>Program Review and Investigations</td>
<td>(Contact: Sharon L. Brais)</td>
</tr>
<tr>
<td>Public Health</td>
<td>Joyce Williams Jones</td>
</tr>
<tr>
<td>Public Safety and Security</td>
<td>Shannon M. Ammouche</td>
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<tr>
<td>Regulation Review</td>
<td>Larry G. J. Shapiro, Sally M. Martin, Anne Brennan Carroll</td>
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<tr>
<td>Transportation</td>
<td>Richard Hanratty, Angela R. Rehm, and Jo Roberts</td>
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<tr>
<td>Veterans’ Affairs, Select Committee on</td>
<td>Stacey L. Dawid</td>
</tr>
<tr>
<td></td>
<td>Louise M. Nadeau</td>
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</tbody>
</table>
Support Staff

Supervising Editor, Sally Ricci

Patricia Centini
Miriam Colon
Barbara L. Donagher
Grace Durkin

Mary Ellen McGuire
Cynthia Papallo-Slepski
Vickey Terrell
Jill Upton

Legislative Documents

Supervisor, Marilyn Scola
Staff Assistant, Maria del Pilar Noble
Staff Support, Evelyn Huertas

Statute Revision

Supervisor, Anthony A. J. Trouern-Trend
Assistant Supervisor, Arthur S. Donovan
Code Revision Specialist, Laura Grant
Staff Assistant, Janet Muisener
The nonpartisan Office of Legislative Research (OLR) helps the General Assembly make policy and serve the public by providing accurate, timely, and objective research, policy analysis, and assistance in the development of legislation. Our major services to members of the General Assembly are committee staffing, research, and legislative analyses. OLR also maintains Intra- and Internet websites.

Committee Staffing

OLR assigns one or more researchers to assist each standing and select committee except Appropriations. Researchers help to develop legislation, screen bills, brief legislators on issues, answer questions, and otherwise assist committees in their work. During the interim between sessions, OLR also works with special committees and task forces to develop recommendations and write reports.

Research

OLR provides research for, and answers questions from, individual legislators and legislative staff. We prepare over 800 written reports a year for legislators, in addition to answering questions orally and by e-mail and making oral presentations.

Legislators and staff can access all OLR reports through OLR's Intranet web page (http://cgalites/olr) or the General Assembly's Intranet home page. Copies are also available from the Legislative Library.

Legislative Analysis

Bill Analyses. A key part of OLR's charge is to write plain-language analyses of all nonappropriations bills that reach the floor of the General Assembly. Each analysis contains a summary of the bill's legal effect; a further explanation for those who want more details; and, where appropriate, background information on relevant court decisions, agency practices, and related legislation. We also highlight any technical problems with the bill draft. And we summarize each adopted amendment. Bill analyses are printed on the bill files.

Public Act Summaries. After the session, OLR publishes a book summarizing each of the public acts the General Assembly passed. In addition, within a week of adjournment, we issue short summaries of the session's major public acts. And, between publication of the Major Public Acts and the Summary of Public Acts, we also issue the Acts Affecting ... reports. These are brief, informal abstracts of new laws that affect specific groups or topics, such as children, seniors, municipalities, and education.
Electronic OLR

Websites. OLR maintains both Internet (http://www.cga.ct.gov/olr) and Intranet (http://cgalites/olr) websites. These sites, which are continually updated, contain a searchable database of all OLR reports, recently published reports, bill analyses and public act summaries, and other information and services from OLR.

Staff

Director, Mary M. Janicki
Senior Administrative Services Coordinator and Webmaster, Tracey Otero

Committee Assignments

Aging, Select Committee on
Banks
Children, Select Committee on
Commerce
Education
Energy & Technology
Environment
Executive & Legislative Nominations
Finance, Revenue & Bonding
General Law
Government Administration & Elections
Higher Education & Employment Advancement
Housing, Select Committee on
Human Services
Insurance
Judiciary
Labor & Public Employees
Legislative Management
Planning & Development
Public Health
Public Safety & Security
Regulation Review
Transportation
Veterans’ Affairs, Select Committee on

Helga Niesz and Robin Cohen
Soncia Coleman and Helga Niesz
Susan Price and Ryan O’Neil
John Rappa and Judith Lohman
Soncia Coleman and Judith Lohman
Kevin McCarthy and Paul Frisman
Paul Frisman and Joseph Holstead
Daniel Duffy
Judith Lohman, John Rappa, and Kevin McCarthy
Daniel Duffy and Kristin Sullivan
Sandra Norman-Eady and Kristin Sullivan
Rute Pinhel and Saul Spigel
Joseph Holstead and John Moran
Robin Cohen and Helga Niesz
Janet Kaminski and George Coppolo
George Coppolo, Sandra Norman-Eady, Christopher Reinhart, and Susan Price
John Moran and Christopher Reinhart
Mary Janicki
Kevin McCarthy and John Rappa
John Kasprak and Saul Spigel
Veronica Rose and James Fazzalaro
Mary Janicki
James Fazzalaro and Janet Kaminski
Veronica Rose and James Fazzalaro

Support Staff

Ryan O’Neil
Nancy Ojakian
Tangy Stroman
Dawn Wetherbee
The Legislative Library provides professional, nonpartisan assistance to General Assembly members and staff by identifying, acquiring and disseminating information resources which support the legislative process, by developing and maintaining relevant bibliographic tools, and by educating its users in the research process. Its Intranet home page (http://cgalites/lib) provides remote access to materials within its collection and to outside resources. The Library also offers limited assistance to government agencies, other libraries, and members of the public.

The collection includes current and historical Connecticut legislative materials; statutes of the six New England states, New York and New Jersey; federal laws and regulations; case law from all Connecticut courts and the United States Supreme Court; books and periodicals covering numerous subject areas; legislative task force reports; directories and reference tools. On-line access and training in legal and global databases is available in consultation with library staff. One of the Library's most valuable resources is its collection of research reports written by Office of Legislative Research analysts and indexed for computer retrieval and for hard copy access in the library’s subject files.

The Legislative Library is open 8:30 - 5:00 with extended hours when either House or Senate is in session.

**Staff**

Susan Southworth, *Legislative Librarian*
Jennifer Bernier, *Assistant Librarian*
Carrie Rose, *Assistant Librarian*
Elizabeth Covey, *Library Assistant*
The Office of Fiscal Analysis (OFA) provides the General Assembly with independent, accurate, and timely fiscal information to assist members in making budgetary decisions and to inform members of the fiscal impact of legislation under consideration.

OFA acts as the fiscal support staff to the committees on Finance, Revenue and Bonding and Appropriations. The staff reviews and does analyses of the Governor’s recommended budget, including revenues, appropriations, bond authorizations and various federal aid programs available to Connecticut.

In addition to analyzing the budget, OFA also assists the two committees in analyzing the fiscal impact of all individual money bills which may be referred to them. OFA prepares fiscal notes or fiscal impact statements that are appended to the file copy of all favorably reported bills; fiscal notes are also prepared on amendments.

The office provides information to individual legislators in areas concerning taxes, expenditures and other budgetary matters. A detailed report on the adopted State budget is prepared at the end of each session.

During the interim, OFA assists in legislative overview of State operations to assure that legislative intent is carried out during execution of the budget by the various agencies. This activity includes monitoring agency programs and expenditures and conducting in-depth analyses of selected programs. Also, State revenues are analyzed on a continual basis, and research is conducted on other finance matters such as bonding, investments, tax policy, and the total federal-state-local fiscal system.

Periodic reports are prepared on the state’s current fiscal condition, and long-range budget projections are developed for future years. Other publications by the office include: Connecticut Tax Expenditure Report, Connecticut Budget and Economic Data, and the annual Fiscal Note Compilation. The office also analyzes fiscal notes on proposed regulations submitted by executive agencies to the legislative Regulation Review Committee for approval.

**Staff**

Susan Shimelman, *Director*

**Capital Investment**

Rob Wysock, *Section Chief*

**Analyst**

- Linda Miller, *Principal Economic Analyst*  
  Treasurer, Debt Service, Bonding, Public Works
- Felix Planas, *Principal Economic Analyst*  
  DOIT, DMV, Transportation, Income Tax, Property Tax, Misc. Revenue
- William Lederman, *Budget Analyst II*  
  Revenue Services, Special Revenue (Gambling), Misc. Taxes

**Major Responsibilities**
### Statewide Issues and Agencies

**Geary Maher, Assistant Director**

<table>
<thead>
<tr>
<th>Analyst</th>
<th>Major Responsibilities</th>
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<tbody>
<tr>
<td>Donald Chaffee, <em>Principal Budget Analyst</em></td>
<td>Elections, Ethics, FOI, Budget Data Coordinator</td>
</tr>
<tr>
<td>Laurie Gallacher, <em>Associate Budget Analyst</em></td>
<td>State Employee Collective Bargaining</td>
</tr>
<tr>
<td>Christina Gittleman, <em>Principal Budget Analyst</em></td>
<td>State Employee Fringe Benefits and Retirement</td>
</tr>
<tr>
<td>Elyse Gittleman, <em>Principal Budget Analyst</em></td>
<td>Environment, Economic Development, Agriculture</td>
</tr>
<tr>
<td>Kerry Kelley, <em>Principal Budget Analyst</em></td>
<td>OPM, Payments In Lieu of Taxes (PILOT) Grants</td>
</tr>
<tr>
<td>Chris Perillo, <em>Associate Budget Analyst</em></td>
<td>DAS, Workers’ Compensation, Statewide Personnel Issues, Legislative Agencies, RBA</td>
</tr>
<tr>
<td>Alan Shepard, <em>Principal Budget Analyst</em></td>
<td>UCONN, Elementary and Higher Education, Town Grants</td>
</tr>
</tbody>
</table>

### Health and Human Services

**Spencer Cain, Section Chief**

<table>
<thead>
<tr>
<th>Analyst</th>
<th>Major Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christine Ashburn, <em>Principal Budget Analyst</em></td>
<td>DMR, Veterans, BESB</td>
</tr>
<tr>
<td>Neil Ayers, <em>Principal Budget Analyst</em></td>
<td>DMHAS, DSS, UCONN Health Center</td>
</tr>
<tr>
<td>Joan Soulsby, <em>Principal Budget Analyst</em></td>
<td>Public Health, DCF, Federal Funds Coordinator</td>
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</tbody>
</table>

### Justice and Regulation Agencies & RBA (Results Based Accountability)

**Alan Calandro, Section Chief**

<table>
<thead>
<tr>
<th>Analyst</th>
<th>Major Responsibilities</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sarah Bourne, <em>Budget Analyst II</em></td>
<td>Public Safety, Corrections, Higher Education, Military, RBA</td>
</tr>
<tr>
<td>Michael Murphy, <em>Principal Budget Analyst</em></td>
<td>Judicial, Attorney General, Criminal Justice, Public Defenders</td>
</tr>
<tr>
<td>Emily Shepard, <em>Budget Analyst II</em></td>
<td>Labor, Secretary of State, Workforce Competitiveness, Budget System</td>
</tr>
</tbody>
</table>

### Administrative Staff

- Laurie L. Wysock, *Secretary to the Director*
- Czeslava Ferrino, *Senior Legislative Secretary*
- Theresa Kelly, *Senior Legislative Secretary*
- Lisa Kiro, *Staff Assistant/Fiscal Note Coordinator*
The Legislative Program Review and Investigations Committee serves as the General Assembly's "watchdog" over the executive branch of government. The committee is a bipartisan committee of twelve members. Pursuant to statute, the President Pro Tempore of the Senate, the Speaker of the House, and Senate and House Minority Leaders each appoint three members to the committee.

By law, the committee is charged with the duty of examining "... state government programs and their administration to ascertain whether such programs are effective, continue to serve their intended purposes, are conducted in an efficient and effective manner, or require modification or elimination."

The committee is also required to report to the General Assembly and to make administrative and legislative recommendations pertaining to any "... inadequate operating or administrative system controls or procedures, inaccuracies, waste, extravagance, unauthorized or unintended activities or programs or other deficiencies ..." existing in any agency or program reviewed by the committee.

The committee may conduct investigations on "any matter" when requested by a joint resolution of the General Assembly or, when the legislature is not in session, by a joint standing committee, or at its own initiative, subject to the approval of the Joint Committee on Legislative Management.

The Executive Reorganization Act of 1977 expanded the committee's mandate to include performance reviews of nearly 100 boards, councils, committees and commissions scheduled for termination under the sunset provisions of the Act. The first five-year sunset cycle was completed in 1984 and has been postponed since then.

**Committee Staff**

Carrie Vibert, Director

Catherine McNeill Conlin, Chief Analyst
Jill E. Jensen, Chief Analyst
Brian R. Beisel, Principal Analyst
Michelle Castillo, Principal Analyst
Maryellen Duffy, Principal Analyst
Miriam P. Kluger, Principal Analyst
Anne E. McAloon, Principal Analyst
Renee LaMark Muir, Principal Analyst
Scott M. Simoneau, Principal Analyst
Carrie O. Evangelinos, Legislative Analyst II

**Executive Secretary**

Bonnine T. Labbadia
The Connecticut Law Revision Commission conducts an ongoing review of Connecticut Law and recommends appropriate revisions to antiquated, unconstitutional, and inequitable laws. The Commission assists the Judiciary Committee and other legislative and executive bodies on specific revision proposals and solicits the expertise of numerous state legal authorities in arriving at its consensus on recommendations.

The Governor, Leadership of the General Assembly, and Judiciary Committee Co-Chairmen and Ranking Members each appoint members to the Commission, which presently consists of two senators, four representatives, one judge, one law school professor, and seven attorneys.

The Law Revision Commission is supported by the staff of the Legislative Commissioners’ Office.

Commission Membership

Representative Arthur J. O'Neill, Chairman
James W. Abrams
Judge Julia L. Aurigemma
William R. Breetz
Robert Farr
Jon P. FitzGerald
Representative Michael P. Lawlor
Brendan P. Leydon
Senator Andrew J. McDonald
Mary Anne O'Neill
Senator Andrew W. Roraback
Joel I. Rudikoff
Edmund F. Schmidt
Joseph J. Selinger, Jr.
Professor Colin C. Tait
CAUCUS STAFFS

The majority and minority leadership of each chamber is provided with funding for the employment of partisan professional staffs. These staffs, often referred to as caucus staffs, are responsible for serving the legislators of their respective parties in their respective chambers. Among the services normally provided to legislators by their caucus staffs are research, press releases, speech writing, secretarial services and constituent casework.

SENATE MAJORITY CAUCUS

President Pro Tempore  
860-240-8600

Kevin Graff  
Chief of Staff
Gregory Haddad  
Assistant Chief of Staff and Director of Legislative Services
Leslie O’Brien  
Director of Constituent Services
Joseph Quinn  
Chief Legal Counsel
Ellen Scalettar  
Director of Policy, Research and Legislation
Patrick Scully  
Director of Communications and Media
Carla Smith  
Executive Secretary

Majority Leader  
860-240-8600

Dina Berlyn  
Executive Assistant and Counsel
Wendy Donovan  
Legislative Aide

HOUSE MAJORITY CAUCUS

Speaker of the House  
860-240-8500

Robert F. Frankel  
Chief of Staff
Elaine Dall  
Personnel and Outreach Director
James Abrams  
Senior Legal Counsel
Maureen Magnan  
Policy Director

Majority Leader  
860-240-8500

Mildred Torres-Ferguson  
Executive Assistant
Laura Jordan  
Chief Counsel
Josh Nassi  
Deputy Counsel
Amy Linkovich  
Legislative Assistant
SENATE REPUBLICAN CAUCUS

Senator Republican Leader
860-240-8800

George E. Krivda, Jr.  Chief of Staff
Abigail Lawson  Staff Director

HOUSE REPUBLICAN CAUCUS

House Republican Leader
860-240-8700

George D. Gallo  Chief of Staff
Deborah Hutton  Chief Counsel
Jennifer Maloney  Executive Assistant to the House Republican Leader
Pat O’Neil  Press Secretary to the House Republican Leader
The Governor's Legislative Office provides the communications channel between the Governor, legislative leadership, legislative committees, and individual legislators. The service includes providing information relating to the administration's position on legislation and other issues, arranging meetings with members of the executive branch, and assisting legislators with any other issues or concerns they may have with regards to the Executive Branch.

**Legislative Liaisons**

- Philip Dukes
- Sean Pappas
- Debra Borrero
- Chelsea Turner
The Bill Room, which is located on the first floor of the Legislative Office Building, operates during legislative session periods. Copies of bills and legislative documents may be obtained from the bill room staff.

**Documents Available in the Bill Room**

In addition to bills, the List of Bills, the Legislative Bulletin, daily journals, and daily calendars are also available to the public in the bill room. A copy of each of these documents is placed on each legislator’s desk on each session day.

A List of Bills is adopted by each chamber on almost every session day during the early weeks of a regular session. Adoption of a list constitutes the first reading of each bill appearing on it. The daily lists should be retained for reference until a cumulative index has been printed.

The Legislative Bulletin is published daily throughout the session. It contains information on public hearings, committee meetings and other legislative activities.

The Senate and House Journals are the official constitutional records of actions taken by the two chambers of the General Assembly. They are published daily throughout the session, with a final comprehensive compilation printed for each house several months after the conclusion of each regular session.

The Senate and House Calendars are published daily and constitute the agenda of bills for the current and subsequent session days. A bill that has received final committee action appears on the calendar on the day after it has been officially read-in in the chamber. It is listed by introductory number, by calendar number and title (and also by file number once that has been assigned) on the first day. On the next following calendar, that listing will include one star and, on the subsequent calendar, the listing will have two stars. At that point, the bill is ready for action by the chamber.
The Legislative Information Room is in operation throughout each regular legislative session and for a few weeks after adjournment. Through use of the General Assembly's computerized bill-status system, the Legislative Information Room staff can provide an up-to-the-minute status report of any bill introduced into the Senate or House.

Information Services Available on Legislative Action

Computer terminals are available outside the Legislative Information Room in the Capitol basement and near the Bill Room on the LOB first floor to provide information on bill status, bills by subject and bills by introducer.

The information that appears on the computer terminal screen is listed in abbreviated form and in chronological order. If the last action listed is "Ref. to Committee," the bill has not been reported out of committee. If the last action is "Filed L.C.," the bill has been reported out by the committee and is in the Legislative Commissioners' Office for preparation of a favorable report and return to the house of origin to be read-in and placed upon the Calendar. If a committee has reported unfavorably on a bill, the computer terminal screen will read "Filed L.C., Unfavorable."

"Amendment Adopted, Ref. L.C.," means that the bill has been amended and returned to the Legislative Commissioners' Office for reprinting in the files and will return to the Calendar to be acted upon as amended.

"House Passed" and "Senate Passed" means the bill has passed and will be going to the other house for action. Bills are held one day for reconsideration unless the rules are suspended for immediate transmittal. The screen will indicate "R/S" in cases where the rules have been suspended for transmittal. The same code is used to indicate a bill has been acted upon under a suspension of the rules.

After a bill has passed both houses in identical form, it is returned to the Legislative Commissioners' Office to be engrossed. The engrossed copy is signed by one of the Legislative Commissioners and by the Clerks of both chambers, and then transmitted to the Secretary of the State who, in turn, transmits it to the Governor for her signature or veto. Each of these actions, if taken, is also recorded under a bill's history.

If the last action listed on the computer terminal screen indicates that the bill is still in committee, further information on the bill may be obtained from the committee clerk or secretary in the committee's office.
In recognition of the importance of providing college students with opportunities that are not typically available in a traditional academic setting, the General Assembly sponsors a college student internship program. The program, which is coordinated by a bipartisan twelve-member committee of legislators, encourages a high level of personal contact and interaction between legislators and the student interns.

The basic purpose of the legislative internship program is to afford students an opportunity to participate in the legislative process firsthand while, at the same time, providing legislators with staff assistance. Interns spend a majority of their time doing legislative work and are exposed to the wide variety of experiences available in the General Assembly. The program also seeks to provide a sound theoretical understanding of State government by inclusion of a strong academic component.

Some of the legislative interns serve on a full-time basis while others serve part-time. Appointments are announced in December by the Legislative Internship Committee which selects the individual interns after interviewing each applicant for the program.

The Legislative Internship Committee assigns the interns to individual legislators with preference given to legislative leaders, committee chairs and ranking members. A workable and mutually beneficial relationship between legislator and intern is a major goal of the intern program. Every effort is made to assure a match satisfactory to both legislator and intern.

For more detailed information about the Legislative Internship Program, please access our website at [http://www.cga.ct.gov/isc](http://www.cga.ct.gov/isc).
The Legislative Reference Unit of the State Library is part of the executive branch of the State government. It provides reference services to Legislative staff and to the public and serves as the Archives of the General Assembly. Library staff furnish bill copies from previous sessions; identify and provide statutes from other states; check on the history of prior legislation; create and maintain legislative histories for CT legislation; and respond to information requests related to legislation and the legislative process.

The Legislative Bill Room of the State Library is open to the public, members of the bar, and state agency personnel throughout the entire year. Staff provide information regarding bills introduced and passed during the current legislative session. The Bill Room also provides copies of current session bills and public acts, to individuals upon request. Legislative histories for public acts passed during the most recent legislative session are also available.
STATE CAPITOL AND
LEGISLATIVE OFFICE BUILDING TOURS

860-240-0222 Room 101, Capitol
860-240-0224 1st Floor, West Entrance, LOB

Guided tours of the Capitol and Legislative Office Building are conducted by the League of Women Voters of Connecticut and sponsored by the Joint Committee on Legislative Management. Tours are conducted year-round on each regular workday and on Saturdays from April through October. Closed all state holidays, and Saturdays of holiday weekends. No guided tours December 24 – January 1, but Self-Guided Tour Booklets are available. Advance reservations may be made by calling Capitol Information and Tours at 860-240-0222 between 9:00 a.m. and 3:00 p.m. on regular workdays.

web: www.cga.ct.gov/capitoltours
e-mail: capitol.tours@cga.ct.gov
The Auditors of Public Accounts are appointed by the General Assembly and are responsible to that body. The bipartisan nature of the office, including a Democratic and Republican auditor, make it possible for this office to function independently of partisan or special interest considerations.

The Auditors of Public Accounts are required by statute to audit, biennially, the accounts of each agency of state government, all institutions supported by the state, and annually all quasi-public bodies created by the General Assembly. The auditors not only provide this fiscal audit function, but also are authorized to examine the operations and performance of state agencies to determine their effectiveness in achieving legislative purposes.

In accordance with law, they must report any unauthorized, illegal, irregular or unsafe handling or expenditure of state funds to the Governor, the State Comptroller, the Clerk of each House of the General Assembly, the Legislative Program Review and Investigations Committee, and the Attorney General. Under the provisions of Section 4-61dd, known as the Whistle Blower Act, the auditors investigate all whistle blower complaints and matters of corruption, unethical practices, and violations of State laws or regulations and report their findings and recommendations to the Attorney General. At the request of the Attorney General or on their own initiative, they assist in any continuing investigation.

Copies of audit reports as well as other pertinent information regarding the Auditors of Public Accounts can be found on their website (http://www.state.ct.us/apa).
PERMANENT COMMISSION ON THE STATUS OF WOMEN

860-240-8300  18-20 Trinity Street
pcsw@cga.ct.gov  http://www.cga.ct.gov/pcsw

The Permanent Commission on the Status of Women was created in 1973 by an act of the Connecticut General Assembly. Under Title 46 (a), Chapter 812 of the State Statutes, a seventeen-member Commission, staff and volunteers work to eliminate sex discrimination in Connecticut.

The Commission’s mandate is to:

- work with government and private interest groups concerned with services for women;
- promote consideration of qualified women for all levels of government positions;
- inform the leaders of business, labor, education, state and local governments, the media, and the public of the nature and scope of sex discrimination and enlist their support in working toward improvement; and
- recommend changes to public policies to improve the status of women.

Commission Members

Jean L. Rexford, Chairperson
Adrienne Farrar Houel, Vice Chairperson
Carrie Gallagher, Secretary
Sandra Hassan, Treasurer
Marcia A. Cavanaugh
Barbara DeBaptiste
Tanya Meck
Cindy R. Slane
Susan O. Storey
Patricia E. M. Whitcombe

Legislative Members

Senator Andrew J. McDonald
Senator John A. Kissel
Representative Michael P. Lawlor
Representative Arthur J. O’Neill

Staff Members

Teresa C. Younger, Executive Director
Natasha M. Pierre, Associate Legislative Analyst
Barbara Potopowitz, Public Information Officer
Lisa Sementilli, Policy and Special Projects Coordinator
Rosemary Lopez, Administrative Resources Coordinator
Michelle Noehren, Legislative Assistant
Christa Homola, Administrative Assistant
Carole Stambo, Permananent Temporary Administrative Assistant
Doreen Fredette, Program Manager, Nontraditional Employment for Women
Jeanne Miner, Administrative Assistant, Nontraditional Employment for Women Program
The Commission on Children was created in 1985 by an act of the Connecticut Legislature. Under Public Act 85-584 this 25-member bipartisan commission, staff and volunteers work together to generally oversee matters concerning children and youth.

By law, the Commission is charged to: assess and coordinate state programs affecting children; annually review the statutes concerning children and report findings to the Governor and Legislature; meet with representatives of the executive and judicial branches to review their respective responsibilities and to receive recommendations for study; meet with private providers of service to children, foster parents and support groups to understand their concerns and to receive recommendations for study; receive legislative requests for study; enlist the support of the leaders of the business and education communities, state and local governments and the media to improve the daily delivery system, state budget process and state policies concerning children; serve as a liaison between government and private groups concerned with children; and coordinate activities with the Permanent Commission on the Status of Women.

The general purpose of these activities is to identify and promote public policy and coordinate efforts that support and improve the development of children and strengthen the capability of families to provide for children's basic needs.

Commission Members

James P. Cordier, Chair
Judith A. Busch, Vice-Chair
John Yrchik, Secretary
Josh Piteo, Treasurer
George A. Coleman
Mary K. Fox
Alex Geertsma, M.D.
Alison Hilding
Carl Hooper
Mary Grace Reed
Laura Lee Simon
Leslie Wolfgang

Legislative Members

Senator Jonathon Harris
Senator Mary Ann Handley
Representative Andrew M. Fleischmann
Representative Michael P. Lawlor

Ex-officio Members

Commissioner of DCF
Commissioner of DSS
Commissioner of DMR
Commissioner of DPH
Interim Commissioner, George Coleman, SDE
Commissioner Theresa Lantz, DOC
Secretary Robert L. Genuario, OPM
Attorney General Richard Blumenthal
Chief Court Administrator Judge Joseph H. Pellegrino

Staff

Elaine Zimmerman, Executive Director
Elizabeth C. Brown, Legislative Director
Thomas R. Brooks, Director of Policy and Research Analysis
Patricia H. Estill, Special Projects Director
Dawn Homer-Bouthiète, Family Strength and Parent Leadership Director
Kevin W. Flood, Public Information Officer and Webmaster
Rachel Levy, Executive Secretary
Edelmira Luciano, Legislative Secretary
The Latino and Puerto Rican Affairs Commission was created in 1994 by an act of the Connecticut Legislature. Under Public Act 94-152 and subsequently amended by P.A. 03-229, this 13-member nonpartisan commission and staff work to ensure proper representation and recognition of the Latino and Puerto Rican communities.

By law, the Commission is charged to:

1. Review and comment on any proposed state legislation and regulations that would affect the Latino and Puerto Rican populations in the state and provide to members of the General Assembly copies of any such comments;
2. Advise and provide information to the Governor and the General Assembly on the state's policies concerning the Latino and Puerto Rican communities;
3. Advise the Governor and the General Assembly concerning the coordination and administration of state programs serving the Latino and Puerto Rican populations;
4. Maintain a liaison between the Latino and Puerto Rican communities and governmental entities including, but not limited to, the General Assembly;
5. Encourage Latino and Puerto Rican representation at all levels of state government, including state boards and commissions, and maintain an accessible list of prospective appointees who are members of the Latino or Puerto Rican community;
6. Secure appropriate recognition of the accomplishments and contributions of the Latino and Puerto Rican populations of the state;
7. Work in consultation with the joint committee of the General Assembly having cognizance of matters relating to legislative management for the purpose of establishing a plan of short-term and long-term initiatives based on the needs of the Latino and Puerto Rican community; and
8. Prepare and submit to the Governor an annual report concerning its activities with any appropriate recommendations concerning the Latino and Puerto Rican populations of the state and submit a copy of the report to the joint committee of the General Assembly having cognizance of matters relating to legislative management, which committee shall distribute a copy of the report to each member of the General Assembly.

**Commission Members**

Manuel Garcia, *Chairman*
Alcides Ortiz, *Vice Chairperson*
Sonia P. Ayala, *Secretary*
Pablo Rivera, *Treasurer*
Ramón L. Arroyo, *Past Chairperson*

Carlos Alverez
Abner Burgos-Rodríguez
Luis A. Menéndez
Ann E. Negron
Awilda Reasco
Norma Rodriguez-Reyes
Ivette Servera
Maritza Tirú
Staff

Fernando Betancourt, Executive Director
Clarisa Cardone, Senior Legislative Secretary
Vacancy, Public Information Officer
Werner Oyanadel, Associate Legislative Analyst
Lucy Goicoechea Hernández, Special Projects & Grants Coordinator

By law, the Commission is charged to: review and comment on proposed state legislation and regulations that would affect the African-American population in the state; advise and provide information to the Governor on the state's policies concerning the African-American communities; advise the Governor concerning the coordination and administration of state programs serving the African-American population; maintain a liaison between the African-American communities and governmental entities; encourage African-American representation at all levels of state government, including state boards and commissions; secure appropriate recognition of the accomplishments and contributions of the African-American population of the state; and prepare and submit to the Governor an annual report concerning its activities with any appropriate recommendations concerning the African-American population of the state.

**Commission Members**

- Michael Jefferson, *Chairperson*
- George Logan, *Vice Chairperson*
- Rosetta Jones, *Secretary*
- Derrick McBride, *Treasurer*
- Toni Bosley
- Lillie B. Crosby
- Shaunna Gravesande
- Fred Pierre-Louis

**Staff**

- Glenn A. Cassis, *Executive Director*
- Cheryl Harris Forbes, *Public Affairs/Special Projects Coordinator*
- Denise R. Drummond, *Senior Legislative Secretary*
- Frank Sykes, *Legislative Analyst II*
In 1987, the Connecticut General Assembly passed Special Act No. 87-78 allowing for the Joint Committee on Legislative Management to establish an on-site daycare facility. In 1988, the Capitol Child Development Center, Inc., was created to provide quality developmental childcare for legislators and employees of the Legislative, Judicial and Executive branches of the state government.

**Board of Directors of**
**The Capitol Child Development Center**

Jeffrey Beckham, *President*
Barbara Hennessy, *Secretary*
Robert Poudrier, *Treasurer*
Pat Asher
Andrew Clark
State Representative William R. Dyson
Carol Sinicrope (ex-officio)

**Management Staff**

Carol Sinicrope, *Co-Director*
Barbara Jo Warner, *Co-Director*
The Commission on Aging was created in 1993 by an act of the Connecticut Legislature to give older citizens a stronger voice within state government on issues including health care, nutrition, housing, employment, transportation, legal assistance and economic security. Under State Statute 17b-420, the Commission is composed of citizen members, bi-partisan Legislative and State Agency members.

The Commission’s mission is to advocate on behalf of Connecticut’s older citizens of today and tomorrow by regularly monitoring their status, assessing the impact of current and proposed initiatives, and conducting activities which help make it possible for them to lead healthy, safe and rewarding lives now and in the future.

In addition to its 17 citizen voting members, the Commission’s 16 ex officio members include eight state legislators and commissioners from several state departments.

The Commission leads public/private-sector efforts to promote and improve public policy. It works collaboratively with other organizations and individuals to propose, support and critique pertinent legislation. It also takes a leadership role in forming public/private-sector partnerships such as the Connecticut Elder Action Network and serves as the co-chair and manager for the Long-Term Care Advisory Council.

The Commission also serves as a resource to representatives of state agencies and legislators by reviewing and commenting on policies, budgets and procedures that affect older residents. Holding statewide public hearings, reviewing and commenting on the budget of the State Unit on Aging and issuing an annual report to the governor, General Assembly and each state municipality are among the Commission’s other significant responsibilities.

Commission Members

Kathryn J. Freda, Chairperson
Christine M. Lewis, Vice Chairperson
Waldo C. Klein, Ph.D., MSW, Treasurer
Don Dimenstein, Secretary
Gerd Weindling, Member-at-Large
William L .Eddy
Sharon Gesek
Maxine Goldstein
Nancy S. Gyurko
Judith M. Jencks
Gerard J. Kerins, M.D., F.A.C.P.
Mary Ellen Klinck
Patricia H. Mayfield
Richard C. Memmott, Sr.
Carol Tillman Parrish
James L. Pellegrino
Carolyn J. Thornberry
Ex Officio Members

Representative Alfred Adinolfi
Representative Art Feltman
Representative Lile R. Gibbons
Senator Mary Ann Handley
Senator Jonathan A. Harris
Senator John A. Kissel
Representative Peter F. Villano

Commissioner James Abromaitis, Department of Economic & Community Development
Commissioner Patricia Mayfield, Department of Labor
Commissioner Susan F. Cogswell, Department of Insurance
Commissioner J. Robert Galvin, M.D., M.P.H., Department of Public Health
Commissioner Thomas Kirk, Jr., Ph.D., Department of Mental Health & Addiction Services
Commissioner Ralph J. Carpenter, Department of Transportation
Commissioner Peter H. O’Meara, Department of Mental Retardation
Commissioner Patricia Wilson-Coker, Department of Social Services

Staff Members

Julia Evans Starr, Executive Director
Robert J. Norton, Communications Director
Deborah Migneault, Staff Assistant
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<th>Contact Name</th>
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<td>Associated Press</td>
<td>Susan Haigh</td>
<td>860-524-7857</td>
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<tr>
<td>Connecticut Post</td>
<td>Ken Dixon</td>
<td>860-549-4670</td>
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<td>Connecticut Public Radio</td>
<td>Av Harris</td>
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<td>Conn. Radio Network</td>
<td>Steve Kotchko</td>
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<td>CtNewsJunkie.com</td>
<td>Christine Stuart</td>
<td>860-978-1446</td>
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<td>Christopher Keating</td>
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<td>Mark Pazniokas</td>
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<td>Colin Poitras</td>
<td>860-241-3850</td>
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<td>Journal Inquirer</td>
<td>Keith M. Phaneuf</td>
<td>860-547-1066</td>
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<td>Meriden Record-Journal</td>
<td>Amanda Falcone</td>
<td>203-317-2232</td>
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<td>Metro Networks</td>
<td>Ted Lorson</td>
<td>860-616-1993</td>
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<td>New Haven Register</td>
<td>Gregory B. Hladky</td>
<td>860-524-0719</td>
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<td>New London Day</td>
<td>Ted Mann</td>
<td>860-278-5869</td>
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<td>Stamford Advocate</td>
<td>Brian Lockhart</td>
<td>860-727-9547</td>
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<td>Waterbury Republican-American</td>
<td>Paul Hughes</td>
<td>860-727-0460</td>
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<td>Kristi Faccenda</td>
<td>203-849-1321</td>
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<td>WFSB TV Channel 3</td>
<td>Dave Ward</td>
<td>860-244-1700</td>
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<td>WSHU-FM Radio</td>
<td>Ebong Udoma</td>
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<td>Mark Davis</td>
<td>860-296-8882</td>
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<td>WVIT TV Channel 30</td>
<td>Tom Monahan</td>
<td>860-521-3030</td>
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<tr>
<td>WTIC 1080 AM</td>
<td>Chris Francis</td>
<td>860-677-6700 Ext. 292</td>
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<td>WTIC Fox 61</td>
<td>Shelly Sindland</td>
<td>860-527-6161</td>
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GENERAL INFORMATION

OFFICIALS AND THEIR DUTIES

THE SENATE

President of the Senate

The Lieutenant Governor is the President of the Senate by virtue of the office. The duties of the Lieutenant Governor include presiding over the Senate, recognizing members wishing to address the Senate, putting all questions to vote, deciding questions of order and referring bills to committees. In the event of a tie vote, the Lieutenant Governor may cast a vote to break the tie.

President Pro Tempore

The President Pro Tempore is elected by the Senate from its own members. The duties of the President Pro Tempore include presiding over the Senate in the absence of the President and appointing the Senate members of all committees, except when committee appointments are made by resolution.

Majority Leader

The Senate Majority Leader is appointed by the President Pro Tempore and serves as the majority party's leading spokesperson in floor debate.

Minority Leader

The Senate Minority Leader is elected by the minority party and serves as the minority party's leading spokesperson in floor debate.

Clerk and Assistant Clerk

The Clerk of the Senate is elected by the members. The Clerk appoints an assistant to help in carrying out the duties of the clerk. The Clerk reads all bills, resolutions and other documents presented to the Senate, keeps a record of the day's business, enters on the Calendar the bills and resolutions received from the House or from committees, prepares the Journal, keeps a record available to members of the action to date on all resolutions and bills and sees that copy for printing is prepared and that the daily Journal, Legislative Bulletin, Calendar and personal mail are distributed to the members. The Clerk also signs bills upon engrossment.

Messengers and Doorkeepers

The majority and minority leadership of the Senate appoint doorkeepers, messengers, and a sergeant-at-arms. They serve under the direction of the Clerk and are responsible for addressing the needs of the Senate with respect to messenger service and the distribution of documents.
THE HOUSE

Speaker

The Speaker is elected by the House from its own members. The duties of the Speaker include presiding over the House during its sessions, appointing House members of all committees not appointed by resolution, recognizing all persons wishing to address the House, putting all questions to vote, deciding questions of order and referring bills to committees.

Deputy Speakers

Deputy Speakers are appointed by the Speaker of the House and assume the duties of the Speaker in the absence of the Speaker.

Majority and Minority Leader

The House Majority Leader and House Minority Leader are elected by their respective caucuses and serve as their parties' leading spokespersons in floor debate.

Clerk and Assistant Clerk

The Clerk of the House is elected by the members and an Assistant Clerk is appointed by resolution. It is the duty of the Clerk to keep adequate records of the proceedings of the House, to read all bills, resolutions and other instruments presented for action, to keep the Journal and a daily Calendar including accurate records of all transactions between the House and Senate, to keep a record available to members of the action to date on all resolutions and bills, to supervise the distribution of the Journal, Legislative Bulletin, and Calendar, and to sign bills upon engrossment.

Messengers and Doorkeepers

The majority and minority leadership of the House appoint doorkeepers, messengers and a sergeant-at-arms. They serve under the direction of the Clerk and are responsible for handling the needs of the House with respect to messenger service and the distribution of documents.

COMMITTEES

There are eight classes of committees in the General Assembly: standing committees, statutory committees, select committees, joint special committees, senate special committees, house special committees, conference committees and special interim committees.

Standing Committees

Standing committees are those to which bills and resolutions are referred. The names and duties of these committees are designated in the rules. If joint rules are adopted, these committees are joint standing committees. If joint rules are not adopted, as was the case in the 1951 and 1955 sessions, each house appoints its separate committees. Senate members on such committees are appointed by the President Pro Tempore and House members by the Speaker. Under the rules, minority party members of the committees are nominated by the minority party leader of each house.

The joint rules prohibit a standing committee from meeting when either house of the General Assembly is meeting in floor session. Committee appointments are usually made on the opening day of a two-year term. The first representative and senator named to a committee by the Speaker and the President Pro Tempore, respectively, become the chairpersons. The rules require that the chairperson or co-chairpersons of each committee schedule an organizational meeting after appointment of the members. In all meetings of a joint committee, and at all public hearings, the Senate and House chairpersons mutually agree as to who shall preside. All questions of order and other proceedings and questions relating to evidence are determined by a majority vote. All matters reported on are first reported to the house in which they originate.
Statutory Committees

Statutory committees are permanent joint committees that exist by statute and are charged with specific tasks and responsibilities. There are four such committees: the Joint Committee on Legislative Management (Sections 2-71a to 2-71w, inclusive, of the general statutes); the Program Review and Investigations Committee (Sections 2-53d to 2-53k, inclusive, of the general statutes); the Regulation Review Committee (chapter 54 of the general statutes); and the Committee for Legislative Internships (Sections 2-81 to 2-82, inclusive, of the general statutes).

Select Committees

During the 2007-08 term, there are four select joint standing committees on Aging, Children, Housing and Veterans' Affairs. Any bills favorably reported by Aging, Children or Veterans' Affairs have to be referred to the appropriate joint standing committee. Any bills favorably reported by Housing have to be referred to the Planning and Development Committee.

Joint Special Committees

These committees are appointed to perform a special task and are discharged when that task is completed. The number of members is usually determined by the resolution calling for their appointment. Generally, it is the practice that Senate members are appointed by the President Pro Tempore and House members are appointed by the Speaker. Examples of joint special committees are the committees to inform the Governor that the House and Senate are in joint session, and special investigating committees to function during the session.
Senate Special Committees

Senate special committees are generally of a temporary nature and arise either from the Senate rules or from specific resolution. Unless otherwise designated, the members are appointed by the President Pro Tempore. Committees in this group may include the committee on Senate appointments and the committee on canvass of vote for State senators.

House Special Committees

House special committees are also of a temporary nature and arise either from the House rules or from specific resolution. Unless otherwise designated, the members are appointed by the Speaker. Committees in this group include the committee on canvass of vote for State representatives and the committee on seating arrangements.

Committee of Conference

When the Senate and House pass differing versions of the same bill, a committee of conference is appointed to reconcile the differences and propose compromises which may make the matter acceptable to both houses. The rules provide that such committee shall consist of three members from each house, appointed by the President Pro Tempore of the Senate and the Speaker of the House, respectively. If the vote was not unanimous, at least one of the appointments from each house must be from the non-prevailing side of the vote in that house and at least one of the appointments from each chamber must be from that chamber's minority party membership.

Special Interim Committees

The General Assembly sometimes establishes special joint study committees to examine a particular topic during the interim period between regular sessions. In addition, all standing committees continue in operation and may study issues during interim periods.

ENACTMENT OF BILLS

Prior to the opening of the odd-year session and for a limited time thereafter as established in the joint rules, members and members-elect of the General Assembly may file proposed bills and resolutions in the house in which they serve. The State Constitution provides that in even-year sessions, individual legislators may introduce only those proposed bills and resolutions that are of a fiscal nature. Standing committees may introduce bills on any topic in any regular session of the General Assembly.

Proposed bills state briefly, usually in a single paragraph, the substance of the proposed legislation in informal, nonstatutory language. The text of the proposed bill is followed by a statement of purpose of not more that 150 words. Bills written in formal statutory language may be introduced only by a committee, with few exceptions. Proposed bills may be jointly sponsored by senators and representatives, and any member may co-sponsor a proposed bill originating in either house by requesting the Clerk, in writing, of the house in which the proposed bill is filed to add the name of such member as a sponsor. In the case of a proposed bill in possession of the Legislative Commissioners' Office, such request may be made in writing to the Legislative Commissioners' Office.

The member presents the proposed bill to the Clerk of the House or Senate who assigns it a number. First reading of a proposed bill or resolution is by title and reference to a committee or by acceptance by the house of a printed list, distributed to the members, of the bills and resolutions with their numbers, sponsors, and titles, and the committees to which they have been referred. It is then recorded in the Journal by number and title, with a brief statement of purpose. It is next sent to the other house for concurrent reference.

Each committee separates the proposed bills referred to it into subject categories and, after providing legislators with time to express their views on these proposed bills, may vote to have the Legislative Commissioners' Office fully draft any of these bills. Fully drafted bills that are based on proposed bills are called "committee bills." A committee may also vote to have the Legislative Commissioners' Office draft bills on topics that did not originate as proposed bills. Such bills are called
"raised bills." Like proposed bills, committee bills and raised bills are also sent to both houses for a first reading, and then referred to their original committee for consideration.

**Public Hearing**

The staff of the committee to which the bill is assigned sends notice of the date and place of a public hearing to the member who introduced any proposed bill upon which the committee bill that is being heard is based. Upon request, such notices are also provided to other interested persons. Hearing notices must also be published in the Legislative Bulletin five calendar days in advance of the public hearing. In determining whether this five-day rule is met for a hearing notice, the first day of publication, the last day of publication, and any intervening weekend days and holidays are counted.

**Committee Action**

After the public hearing, the committee meets to decide upon its action on the bill. Notice of such meeting is published in the Legislative Bulletin and all meetings are open to the public. The committee may: (1) vote a "favorable" report of the bill, which indicates that a majority of the committee favors the bill and recommends its passage (called a "JF" to signify that it is a favorable vote by a joint committee); (2) vote a "favorable substitute" report of the bill with revised language from the language in the original raised or committee bill (called a "JFS"); (3) vote to reject, or to "box" the bill; (4) take no action on the bill, which has the same effect as boxing it, but does not entail a vote of the committee; (5) vote an "unfavorable" report, which indicates that a majority of the committee opposes the bill and recommends its rejection but, for whatever reason, decides that the entire General Assembly should have the opportunity to consider the bill, or (6) vote a "change of reference" or a "favorable change of reference" to another committee.

As the General Assembly seldom accepts or rejects a bill contrary to a committee's recommendation, it is important for any member interested in its passage or rejection to secure substantial backing and to present convincing arguments on the matter to the committee. The rules permit the members of a committee from each house to divide the committee into separate House and Senate committees for purposes of considering and voting on bills to their respective houses.

**The Bill in the House and Senate**

Upon a favorable vote, the bill must be first reviewed by the Legislative Commissioners' Office and approved by a Legislative Commissioner before being sent to the house in which it was introduced. The Legislative Commissioners then deliver the bill to the Clerk of the House or Senate, as the case may be, who, under the order of business, "Reports of Committees," presents the report to the particular house. Without discussion, the bill is read the second time (by title only) and laid on the table. Each favorably reported bill is printed and receives a file number distinct from the original bill number. Each file consists of the bill as reported by the committee and drafted by the Legislative Commissioners' Office, a fiscal note prepared by the Office of Fiscal Analysis, and an analysis of the bill prepared by the Office of Legislative Research. No further action on the bill may be taken until the second day succeeding the day on which it is placed in the files of the desk of each member. Bills are placed on the Calendar by title, file number, and bill number in the order in which they are received from committees. Bills that are ready for action (that is, which have been in the files of the members for two days) are marked with an "XX" on the Calendar. The third and final reading of the bill is ordinarily by title only, but any member may request that it be read in full. Following the reading of the bill, a member of the committee that reported it explains the committee's reasons for so doing, and a general debate on the bill is in order. There may be a consent calendar consisting of bills, designated by the majority and minority leaders of the house in which they are pending, which are placed and passed on motion without debate. Any member may move for removal of a bill from the consent calendar and, when so removed, the bill is considered on the regular calendar.

Amendments are prepared by the Legislative Commissioners' Office at the request of a member and may be offered any time prior to final passage of a bill. If a bill is amended on third reading other than to correct clerical errors or mistakes as to forms or dates, the amendment must be approved by a Legislative Commissioner and the bill, as amended, must be reprinted and returned in its new form to the members' files before it can be passed.
Passage and Engrossment

After a bill has passed on the third reading, it is held for one day for a motion to reconsider, which can only be made by a member on the prevailing side of the vote. If not reconsidered, the bill is transmitted to the other house. If the other house amends the bill, it comes back to the first house for concurrence in the amendments. If the amendments are not concurred in, a conference committee may be appointed to resolve the differences. When passed by both houses, the bill is delivered to the Legislative Commissioners' Office for engrossing (preparation of the text into official format) and supervision of printing in its final form. It is then certified by a Legislative Commissioner signed by the Clerk of the Senate and the Clerk of the House, and transmitted by the Clerks to the Secretary of the State who presents it to the Governor for approval or veto.

Action by the Governor

If the Governor receives the bill while the legislature is in session, the Governor has five calendar days, exclusive of Sundays and holidays, to sign it or return it to the house in which it originated with a statement of objections. In the latter case, the bill may be reconsidered and, if passed by at least two-thirds of the members of each house of the General Assembly, it becomes law. If the Governor does not sign or veto the bill within five calendar days after presentment, Sundays and holidays excepted, the bill automatically becomes law unless the General Assembly has adjourned the regular or special session. If the regular or special session has adjourned, the bill becomes law unless the Governor, within fifteen calendar days after presentment, transmits it to the Secretary of the State with objections. In such case, the bill does not become law unless it is reconsidered and repassed by the General Assembly by at least two-thirds of the members of each house of the General Assembly at the time of its reconvening for its constitutionally mandated session to reconsider such vetoes.

Veto Session

If the Governor vetoes any bill or bills after the General Assembly has adjourned, the Secretary of the State must reconvene the General Assembly on the second Monday after the last day on which the Governor is either authorized to transmit or has transmitted every bill to the Secretary with objections (Section 15 of Article IV of the State Constitution), except if such Monday falls on a legal holiday, the General Assembly is reconvened on the next following day. The reconvened session is for the sole purpose of reconsidering and, if the General Assembly so desires, repassing such bills. The General Assembly must adjourn sine die not later than three days following its reconvening.

TRANSCRIPTS OF PROCEEDINGS

A verbatim typewritten record is prepared of all debate on the floor of the Senate and House and of all testimony at public hearings. Transcripts of floor debate and public hearing testimony from previous sessions are available in the legislative reference section of the State Library and on the Connecticut General Assembly's Internet and Intranet web sites.

CONSTITUTIONAL, STATUTORY AND REGULATORY PROVISIONS

The State Constitution contains a number of provisions that pertain to the General Assembly. Among the most important of them are those that state the length and dates of legislator terms and of legislative sessions. The Constitution also provides that special sessions may be called by the Governor on special emergencies or by a majority of the members of the General Assembly as the members deem necessary. Other provisions specify the minimum and maximum number of members in the Senate and House and the procedure for reapportionment that occurs after every decennial census. The Constitution also prohibits a General Assembly from approving a salary increase for its members during the term of office for which they were elected. Finally, the Constitution prohibits members of the General Assembly from holding or accepting any appointive position or office in the State's executive or judicial branch of government during the term of office for which they have been elected. Members are immune from cases of civil process during the legislative session, and speech and debate in each house is privileged.

Most of the statutory provisions concerning the General Assembly appear in chapters 16 to 28a, inclusive, of the general statutes.
The joint rules, which are adopted for the two-year term on the opening day of the odd-year session, provide details on bill, committee and floor procedures. In addition, each chamber adopts its own rules, which take precedence over the joint rules in the event of conflict. The Senate and House rules contain provisions stating that Mason's Manual of Legislative Procedure govern the Senate or House whenever applicable and whenever not inconsistent with the joint rules or with the rules of the Senate or House.

**SENATE AND HOUSE FLOOR PROCEDURE**

When speaking in a body that operates under rules of parliamentary procedure, the consistent use of the same terms conveys but a single meaning to the listener and thus serves to resolve any doubts in the listener's mind as to what the speaker means. Failure to use the accepted phraseology may create confusion and lead to questions from the floor as to the speaker's intent. The language and style illustrated below are the accepted form in the Connecticut General Assembly, and it is recommended that this language be used whenever possible.

**Language of Motions - Senate**

Members who wish to offer a motion from the floor in connection with the progress of legislation should, after being recognized by the presiding officer and under the proper order of business, use the following language on motions indicated below: (Please note that it is not necessary to second any motion except appeals of rulings from the President.)

*Senate Resolution:* "Mr./Madam President, I move acceptance of the Senate Committee's favorable report and adoption of the resolution,"* or (if it’s a congratulatory) "Mr./Madam President, I move adoption of the resolution. Would the clerk please read the resolution?"

*Joint Resolutions:* "Mr./Madam President, I move acceptance of the Joint Committee's favorable report and adoption of the resolution,"* or (if it’s a congratulatory) "Mr./Madam President, I move adoption of the resolution."* "Would the clerk please read the resolution?" *

*Passage of a Bill:* "Mr./Madam President, I move the acceptance of the Joint Committee's favorable report and passage of the bill."

*Adoption of Senate Amendment (Prior to Passage of a Bill):* After a bill has been called and passage moved: "Mr./Madam President, the Clerk has an amendment, LCO ####. Will the Clerk please call the amendment?" **"Mr./Madam President, I move the adoption of the amendment and move to waive the reading. I would seek leave of the Chamber to summarizes."*

*Passage of Bill with Amendment:* "Mr./Madam President, I move the acceptance of the Joint Committee's favorable report and passage of the bill in concurrence with the House (or Senate),"* or "Mr./Madam President, I move acceptance of the Joint Committee(s) favorable report and passage of the bill. I move rejection of House Amendment Schedule(s) ______."

*Rejection of a Bill:* "Mr./Madam President, I move the acceptance of the Joint Committee's unfavorable report and rejection of the bill," * or "Mr./Madam President, I move rejection of the Joint Committee's favorable report and rejection of the bill."

Reconsideration: "Mr./Madam President, I move to reconsider the vote on Senate or House Bill No. _____ which was passed on ________." (This motion can only be used on the same day the bill is passed or the next succeeding regular session day. The bill to be reconsidered must be in the Senate's possession and must be offered by a member who was on the prevailing side of the vote.)

Recommittal: "Mr./Madam President, I move this bill be recommitted to the Joint Committee on ________.

Referral: "Mr./Madam President, I move this bill be referred to the Joint Committee on ____________."
Immediate Transmittal: "Mr./Madam President, I move suspension of the rules for the immediate transmittal of this bill to the House," or "Mr./Madam President, I move the immediate transmittal of this bill to the Governor." (or to the House during the last five days)

* Indicates presiding officer will remark at this time.

** Indicates senate clerk will remark at this point.

Following any motion, when the presiding officer asks "Will you remark?" an explanation of the bill or amendment or motion is order.

All questions in the Senate Chamber from one Senator to another Senator must go through the Chair. "Through you Mr./Madam President."

Language of Motions - House of Representatives

Members who desire to offer a motion from the floor in connection with progress of legislation should, after being recognized by the Speaker and under the proper order of business, use the following language on motions indicated below: (Please note that it is not necessary to second any motion except on ruling from the Speaker.)

House Resolution: "Mr./Madam Speaker, will the Clerk please read the resolution?*** "Mr./Madam Speaker, I move the adoption of the resolution," or "Mr./Madam Speaker, I move acceptance of the House Committee's favorable report and adoption of the resolution."

House Joint Resolution: "Mr./Madam Speaker, I move suspension of the rules for the immediate consideration of this resolution." *** "Will the Clerk please read the resolution?" or "I move the reading of the resolution be waived." *** "Mr./Madam Speaker, I move the adoption of the resolution." *** or "Mr./Madam Speaker, I move acceptance of the Joint Committee's favorable report and adoption of the resolution."

Passage of a Bill: "Mr./Madam Speaker, I move the acceptance of the Committee's favorable report and passage of the bill."

Adoption of House Amendment Prior to Passage of a Bill: "Mr./Madam Speaker, the Clerk has an amendment. It is LCO #____. Would you please ask the Clerk to call and I be allowed to summarize," or "Mr./Madam Speaker, the Clerk has an amendment." "Will the Clerk please read the amendment?" *** (Following explanation of amendment) "Mr./Madam Speaker, I move the adoption of the amendment." (If adopted) "Mr./Madam Speaker, I move the acceptance of the Committee's favorable report and passage of the bill as amended by House Amendment Schedule 'A.'"

Rejection of a Bill: "Mr./Madam Speaker, I move the acceptance of the Committee's unfavorable report and rejection of the bill."

Retain Bill on Calendar: "Mr./Madam Speaker, I move this bill be passed over retaining its place on the Calendar."

Reconsideration: "Mr./Madam Speaker, I move to reconsider the vote on House Bill _____ which was passed on _______." (This motion can only be used on the next succeeding session day and offered by a member who was in the prevailing vote. The rules may also be suspended in order to reconsider a bill on the same day that the bill is passed.)

Recommittal: "Mr./Madam Speaker, I move this bill be recommitted to the Committee on ___________."

Order of the Day: "Mr./Madam Speaker, I move this bill be made the order of the day for _____ at _____ o'clock."

Starred for Action: "Mr./Madam Speaker, I move this bill be starred for action on __________."
Immediate Transmittal: "Mr./Madam Speaker, I move suspension of the rules for the immediate transmittal of this bill to the Senate." *** "Mr./Madam Speaker, I move the immediate transmittal of this bill to the Senate," or "Mr./Madam Speaker, I move suspension of the rules for the immediate transmittal of this bill (or Bill #____) to the Governor."

*** Indicates remarks of presiding officer.

**Senate Bills**

The motions listed above are the same for House action on Senate bills except that it is important to add the phrase "in concurrence with the Senate" at the end of each motion when that is the intent of the individual moving the bill.

Following the motion, when the presiding officer asks, "Will you remark?" an explanation of the bill or amendment is in order.
1. Statutory Authority

1.1 Under Section 2-71h of the Connecticut General Statutes, the supervision, security, utilization and control of the State Capitol Building and the Legislative Office Building and their parking facilities and surrounding grounds are the sole responsibility of the Joint Committee on Legislative Management. The only exceptions to this jurisdiction are the offices and parking of the Governor, Lieutenant Governor, Secretary of the State and Secretary of the Office of Policy and Management and their respective staff.

1.2 Section 2-71h also requires that the Joint Committee on Legislative Management adopt regulations for the maintenance of order within the Capitol Building and the Legislative Office Building and their surrounding grounds and that it establish the regular business hours for the Capitol Building and the Legislative Office Building and for all offices located within the buildings.

1.3 The Joint Committee on Legislative Management's Office of State Capitol Police shall be responsible for enforcement of these regulations. Any person(s), group, or organization violating any of these regulations shall be fined not more than one hundred dollars.

2. Business Hours

2.1 The public business hours of the State Capitol Building and the Legislative Office Building shall be from 8:00 a.m. to 5 p.m., Monday through Friday (holidays excepted) and at such other times as official public business of the General Assembly may be conducted.

2.2 Entrance to any office under the supervision of the Joint Committee on Legislative Management after regular work hours or on days when those offices would normally be closed is prohibited except for the following who may be admitted to office areas assigned to them for their use in carrying out their official responsibilities: a) members of the General Assembly; b) official employees of the General Assembly; c) executive branch employees who normally work in the Capitol Building; d) representatives of the news media who have offices in the Capitol Building; and e) legislative interns who have made prior arrangements for such entrance with the legislator(s) to whom they are assigned and with the Office of the State Capitol Police.

3. Parking in Legislative Office Building Garage and on the Capitol Grounds

3.1 The Legislative Office Building Parking Garage is open from 7:00 a.m. to 6:30 p.m. on all regular work days during non-session periods and from 7:00 a.m. to 8:00 p.m. on all regular work days during session periods. On days that either chamber of the General Assembly meets in regular session beyond 8:00 p.m., the garage will remain open for one hour after the chamber has completed its session.

3.2 Supervision and operation of the Legislative Office Building Parking Garage and of the parking areas on the Capitol grounds are the responsibility of the State Capitol Police.

3.3 No fee shall be charged for parking in the garage.

3.4 Requests for use of the parking garage for a private function must be made in writing to the Joint Committee on Legislative Management or the Office of the State Capitol Police. Such requests may be approved by the Committee, acting through its chairpersons, provided such use of the garage will not interfere with its use for official State business. Any group or organization receiving approval for use of the garage will be required to provide advance proof of acceptable insurance coverage and to pay the Committee in advance for all operational costs associated with its use of the facility.
3.5 No vehicle, other than emergency vehicles acting in an emergency capacity, shall park so as to block any other vehicle in or around the garage or on the Capitol grounds.

3.6 Vehicles may park only in marked and/or designated parking areas. No vehicle may be parked so as to occupy more than one marked parking space.

3.7 From October 15 through April 15, no vehicle may be parked on the top level of the garage or on the State Capitol Grounds before 7:00 a.m. or after 6:30 p.m. Monday through Friday, or at any time on Saturday, Sunday or State holidays, until such area has been cleared of snow. Exceptions will be granted if either house of the General Assembly is meeting in floor session.

3.8 Specific regulations concerning parking in the Legislative Office Building parking garage or on the Capitol grounds during legislative session periods will be issued by the Joint Committee on Legislative Management acting through its Office of the State Capitol Police.

3.9 The Office of the State Capitol Police may have vehicles towed from any area under the control of the Joint Committee on Legislative Management if such vehicle is in violation of any of the rules or regulations governing use of such areas. Any expense incurred by such removal will be the responsibility of the vehicle's owner/operator.

4. Assembly on Capitol or Legislative Office Building Grounds

4.1 No person or group of persons may hold any meetings or erect any tent, shelter, privy, stage, platform or other temporary structure on the State Capitol or Legislative Office Building grounds (including Minuteman Park) without first making a written request to do so and receiving written permission to do so from the Joint Committee on Legislative Management acting through its co-chairs.

4.2 No person or group of persons shall use any electronic loudspeaker, bullhorn or other amplifying device on the grounds of the State Capitol or Legislative Office Building (including Minuteman Park) or within the State Capitol Building or Legislative Office Building without prior permission of the Joint Committee on Legislative Management acting through its Office of the State Capitol Police.

4.3 No person or group of persons shall camp on, sleep on, or otherwise occupy the grounds of the State Capitol Building or Legislative Office Building (including Minuteman Park) between the hours of 11:00 p.m. and 7:00 a.m. without prior permission to do so from the Office of the State Capitol Police.

4.4 No person or group of persons shall use lighted candles without the prior approval of the State Capitol Police, and no person or group of persons shall set, or cause to be set, any fire or fireworks on the grounds of the State Capitol Building or Legislative Office Building or in Minuteman Park.

4.5 No person or group of persons shall deposit or abandon paper, glass, cans, garbage or other refuse on the grounds of the State Capitol Building or the Legislative Office Building or in Minuteman Park except in receptacles provided for such purposes.

5. Animals in the Capitol Building or Legislative Office Building and on Surrounding Grounds

5.1 Animals may not be brought into the Capitol Building or Legislative Office Building without prior permission from the Office of the State Capitol Police or unless otherwise permitted by law.

5.2 Animals may not be brought onto the Capitol or Legislative Office Building grounds when an authorized activity is in progress without permission from the Office of the State Capitol Police or unless otherwise permitted by law.
5.3 When permission is granted under rule 5.1 or 5.2 to bring an animal into the Capitol Building or the Legislative Office Building or onto the Capitol or Legislative Office Building grounds, and when animals are brought onto such grounds at times not requiring permission, such animals shall be the responsibility of the person or persons bringing them into the building or onto the grounds, and such person or persons shall have them under control at all times.

**6. Public Use of the Capitol Building or Legislative Office Building**

6.1 The number of persons permitted within the lobbies, offices, committee rooms, galleries and other areas of the Capitol Building and Legislative Office Building shall not exceed the limits established by the State Fire Safety Code.

6.2 Signs, banners, placards or other display materials may not be brought into the Capitol or Legislative Office Building if, in the opinion of the State Capitol Police, they present a hazard to the health and safety of the public.

6.3 Radio or television equipment, recording equipment, or sound-making or amplifying equipment may not be brought into the Capitol Building or Legislative Office Building by anyone other than credentialed representatives of the news media (note: this regulation shall not prevent persons from bringing hand-held cameras or portable recording equipment into the buildings).

6.4 The Office of the State Capitol Police may clear the Capitol Building and/or the Legislative Office Building of persons and close the building(s) to the public in the event that there is a disturbance within the building(s) or specific threat from outside that might prevent official business from being conducted or that might endanger any member or officer of the General Assembly or any officer or employee of the State of Connecticut or the general public. Credentialed representatives of the news media not participating in such disturbance may be permitted to remain within the building(s) at such times that they may be closed for the purposes stated herein.

6.5 When the Capitol Building or Legislative Office Building is closed for the purposes stated in rule 6.4, the building(s) shall remain closed only as long as is necessary to avoid the disruption of official business and/or to ensure the safety of members or officers of the General Assembly, officers or employees of the State of Connecticut, or the general public.

6.6 No person or group of persons shall commercially solicit, peddle or sell any goods, products or services within the Capitol Building or Legislative Office Building without permission of the Joint Committee on Legislative Management through its Office of the State Capitol Police.

6.7 No person shall be allowed access to or use of the Capitol Building or Legislative Office Building while wearing a mask, hood or other device which conceals his or her identity, unless such mask, hood or device is: a) incidental to an authorized amusement or entertainment event; b) for the purpose of ensuring the person's physical safety while he or she is employed in either of the buildings; c) prescribed as part of a civil defense drill or exercise; or d) prescribed by the practice of the person’s religious beliefs.

6.8 Access to the mechanical, engineering and systems control rooms and areas in the Capitol and Legislative Office Buildings is restricted to authorized personnel.

**7. Use of the Capitol Building or Legislative Office Building Facilities by Private Groups and Organizations**

7.1 During periods that the General Assembly is in regular or special session, the Legislative Office Building and those areas of the Capitol Building under the supervision of the Joint Committee on Legislative Management may be used only for official meetings or public hearings of legislative committees or for activities sponsored by the Joint Committee on Legislative Management acting through its co-chairmen.

7.2 During the periods that the General Assembly is not in regular or special session, the Legislative Office Building and those areas of the Capitol Building under the supervision of the Joint Committee on Legislative Management may be made available to a public or private group or organization for the purpose of holding a meeting, provided that the purpose for using the facilities is not to further the candidacy of any individual running for public office or to raise funds for other than charitable purposes. No group or organization receiving permission to meet in the Capitol Building or Legislative Office Building shall charge admission for
attendance at such meeting other than a per capita amount necessary to defray the charges for use of the facilities. No weddings, wedding receptions, wedding pictures, proms, or dances are permitted in the Legislative Office Building or Capitol facilities.

7.3 Individuals, groups or organizations seeking permission to use the Capitol Building or Legislative Office Building facilities may do so only after submission of a completed building use application form to, and notification of permission from, the Joint Committee on Legislative Management, acting through its co-chairmen.

7.4 A group or organization that receives permission to use the Capitol Building or Legislative Office Building facilities will be responsible for payment in advance of all special maintenance and security costs and for any additional staff overtime costs necessitated by its use of the facilities.

7.5 No tape or other foreign object may be affixed to the walls, doors, or woodwork in the hallways or meeting rooms of the Capitol or Legislative Office Building without permission from the Office of the Joint Committee on Legislative Management.

7.6 Groups or organizations receiving permission to serve food at a function in the Capitol Building or Legislative Office Building are encouraged to make arrangements for the purchase and service of such food with the food service contract operator of the Legislative Office Building on the basis of established price schedules approved by the Joint Committee on Legislative Management.

7.7 A private group or organization that receives permission to use the Capitol Building or the Legislative Office Building facilities will be responsible for providing proof of combined single limit liability coverage of at least one million dollars for use of the facilities with the Joint Committee on Legislative Management to be named in such coverage as an additional insured.

7.8 With permission from the Joint Committee on Legislative Management, a group or organization receiving permission to use the Capitol Building or Legislative Office Building facilities may serve wine or beer, provided that the service of such beverages must be handled by the food service contract operator of the Legislative Office Building and limited to the building's first floor atrium and cafeteria areas and to Room 310 and the Old Judiciary Room at the Capitol and, provided further, that if such function is held on a regular work day, such wine or beer may not be served until after 4:30 p.m.

7.9 The Capitol Building and Legislative Office Building volunteer tour program operates between 9:00 a.m. and 3:00 p.m. on regular work days and on Saturday from April through October between the hours of 10:15 a.m. and 3:15 p.m. A group receiving permission to use the Capitol Building or Legislative Office Building facilities outside of these hours may, on its own, try to make special arrangements with the director of the volunteer tour program for special tours during the period of its approved function.

8. Press Conferences

8.1 No person or group of persons shall hold a press conference in the Legislative Office Building or in any part of the Capitol Building that is under the control and supervision of the Joint Committee on Legislative Management except the following:

a) An individual who has a personal office in one of the buildings and uses such office for this purpose;

b) Legislators and Commissioners and Deputy Commissioners of State agencies, provided the purpose of the press conference concerns their official activities; and

c) Incumbent office holders and major party candidates for President, Vice President, United States Senator, United States Representative, Governor, Lieutenant Governor, Secretary of the State, Comptroller, Treasurer and Attorney General.

8.2 The Senate majority and minority caucus rooms, Room 310 and the Old Judiciary Room in the Capitol Building, and the Capitol offices of the Senate President Pro Tempore and the Senate majority and minority leaders, and the Speaker of the House and the House majority and minority leaders may be used for press conferences by those individuals and under those conditions specified in 8.1, if permission to use such rooms is granted by the President Pro Tempore of the Senate
in the case of the Senate majority caucus room and the Old Judiciary Room, by the Senate minority leader in the case of the Senate minority caucus room, by the Speaker of the House in the case of Room 310, or by the appropriate House leader in the case of the three House offices.

9. **Prohibition on Smoking in Capitol Building and Legislative Office Building**

Section 19a-342 of the Connecticut General Statutes prohibits smoking in any building owned or leased by the State of Connecticut, except in rooms that the group or individual with supervisory responsibility over such building may, in its discretion, specially designate as a "smoking area." The Joint Committee on Legislative Management has designated room 014F in the Capitol Building as the room where smoking is permitted.

10. **Prohibition on Weapons**

Weapons shall be prohibited as provided in Section 2-1e of the *Connecticut General Statutes.*
RULES ON MAILING PRIVILEGES

The funding, regulation and supervision of State mailing privileges by members and employees of the General Assembly are the responsibility of the Joint Committee on Legislative Management under Chapter 18a of the Connecticut General Statutes. In carrying out said responsibilities, the Joint Committee on Legislative Management has promulgated the following rules for the use of the State mails by legislators:

1. Except as provided below, legislators may utilize the State mail service during their term of office for the purpose of carrying out the duties and responsibilities of that office. For legislators other than the President Pro Tempore of the Senate, Speaker of the House, and the Majority Leader and Minority Leader of each house, such duties and responsibilities shall include but not necessarily be limited to:

   a) replies to direct inquiries from constituents in the legislator's personal district;
   b) replies to direct inquiries by individuals from outside the legislator's personal district;
   c) unsolicited communications with constituents of the legislator's personal district under the conditions set out in #2, #3, #4 and #5 (below);
   d) communications with legislators from other States, with members of Congress, and with federal, State and local governmental agencies and political subdivisions relative to official business; and
   e) intrastate and interstate communications, and communications within the legislator's personal district, under the conditions set out in #2, #3, #4 and #5 (below), for the purpose of gathering information on present or prospective State or federal legislation.

2. Under Section 2-15a of the Connecticut General Statutes, each legislator is entitled to send out one district-wide mailing per year. One such mailing may be sent out in each calendar year as a one-page (up to 17 inches by 11 inches or 187 square inches) two-color newsletter, with the postage cost to be at the most economic bulk rate available. These guidelines do not prohibit any caucus from including alternative criteria in their district-wide newsletter specifications; however, any criteria above and beyond those included in the standards cited above must be paid for out of caucus funds.

3. Except as provided in #2 (above) and #4 (below), no legislator, other than the President Pro Tempore, Majority Leader and Minority Leader of the Senate, and the Speaker, Majority Leader and Minority Leader of the House, shall use the State mailing privileges for the purpose of mailing more than one thousand (1,000) first-class items in a week in the case of a senator or more than five hundred (500) first-class items in a week in the case of a representative.

4. A legislator, other than the President Pro Tempore, Majority Leader or Minority Leader of the Senate, or the Speaker, Majority Leader or Minority Leader of the House, who wishes to use the State mailing privileges to send more than one thousand (1,000) pieces of a single mailing in a week in the case of a senator or more than five hundred (500) pieces of a single mailing in a week in the case of a representative shall be permitted to do so under the following conditions:

   a) the total number of excess pieces of first-class mail for any or all mailings in a single calendar year shall not exceed 9,728 in number in the case of a senator and 2,432 in number in the case of a representative. A legislator (other than those excluded above) who wishes to send more than the above-authorized excess pieces may elect, at the beginning of a calendar year, to use a bulk mail permit, provided legislators who elect to use such a permit shall not use it to send more than 12,500 excess pieces in a given calendar year in the case of a senator or 3,125 excess pieces in a given calendar in the case of a representative.

   b) a legislator (other than those excluded in #1 above) who wishes to use the State mailing privileges for the purpose of sending more than the maximum number of excess items or the district-wide mailing authorized under this section may file a request for an exception, in writing, with the executive director for approval by the personnel policies subcommittee, which shall approve or deny such request.

5. Legislators shall not use the State mailing privileges for the purposes of:
a) sending campaign letters or for the conducting of campaign business (campaign business shall be considered as any act which is part or product of an organized or systematic effort to obtain a majority or plurality of the votes to be cast in an election for public office);

b) polling or surveying individuals for opinions or views with the exception of (1) constituents within the legislator's own district; (2) surveys by the President Pro Tempore, Majority Leader and Minority Leader of the Senate, and the Speaker, Majority Leader and Minority Leader of the House;

c) sending State highway maps, travel guides or other such promotional materials produced by State government agencies;

d) sending letters of congratulation, felicitation or sympathy unless limited to specific individuals with outstanding, unusual or special circumstances; not to include new voter letters; or

e) mass mailings to graduates, students, etc., or on the subjects of engagements, marriages, births or similar such matters, not to include new voter letters.

6. Legislators who are candidates for reelection shall not use the State mailing privileges during the period commencing on July fifteen and ending on election day in even-numbered years for the purpose of sending an unsolicited mailing to an individual residing in their district.

Section 9-333l(d), Connecticut General Statutes. No incumbent holding office shall in the three months preceding an election in which he or she is a candidate for reelection or election to another office use public funds to mail or print, for distribution, flyers or other promotional materials intended to bring about the election or reelection of said person.

7. The office of the Joint Committee on Legislative Management shall keep and maintain specific records concerning the number of pieces mailed by each member of the General Assembly.
RULES ON CORRESPONDENCE AND MULTIPLE-COPY LETTERS

1. The Joint Committee on Legislative Management contracts with private secretarial service agencies to assist legislators in the preparation of correspondence that they wish to send in conjunction with the fulfillment of their official duties and responsibilities.

2. The official duties and responsibilities for which legislators may utilize the contractual secretarial services shall include but not necessarily be limited to:

   a) replies to direct inquiries from constituents in the legislator's personal district;

   b) replies to direct inquiries by individuals from outside the legislator's personal district;

   c) unsolicited communications with constituents of the legislator's personal district;

   d) communication with legislators from other States, with members of Congress, and with federal, State and local governmental agencies and political subdivisions relative to present or prospective State or federal legislation;

   e) intrastate and interstate communications, and communications within the legislator's personal district for the purpose of gathering information on present or prospective State or federal legislation; and

   f) the typing of personal press releases to newspapers and radio and television stations that cover the legislator's personal district, provided such press releases concern present or prospective State or federal legislation.

3. Legislators shall not use the contractual secretarial services for the purposes of:

   a) the preparation of campaign letters or the conducting of campaign business (campaign business shall be considered as any act which is part or product of an organized or systematic effort to obtain a majority or plurality of the votes to be cast in an election for public office);

   b) the preparation of polls intended to elicit opinions or views from individuals other than constituents within the legislator's own district, except for new voter letters;

   c) the preparation of letters of congratulation, felicitation or sympathy, unless limited to specific individuals with outstanding, unusual or special circumstances or new voter letters; or

   d) the preparation of mass mailings to graduates, students, etc., or on the subjects of engagements, marriages, births or similar such matters, except for new voter letters.

4. Section 9-333l(d), Connecticut General Statutes. No incumbent holding office shall, during the three months preceding an election in which he or she is a candidate for reelection or election to another office, use public funds to mail or print flyers or other promotional materials intended to bring about his or her election or reelection.

5. The office of the Joint Committee on Legislative Management shall keep and maintain specific records concerning the number of letters requested by each member of the General Assembly from the contractual letter-service firms under contract to said committee.
LEGISLATOR AND STAFF TRAVEL REGULATIONS
(Revised May 23, 2005)

1. Section 2-15, Connecticut General Statutes. The comptroller shall draw his order on the treasurer for a transportation allowance for each member or member-elect of the general assembly, and the treasurer shall pay to such member as an allowance for transportation, such rate per mile equal to the federal General Services Administration (GSA) rate, as amended from time to time. The allowance shall be paid for each mile on each day that such member is required to travel: (1) From his home to the State Capitol and return therefrom to attend a session of the general assembly or a meeting of a committee of the general assembly or a public hearing held by any such committee or for other official legislative business, or (2) from his home to such other location within the State at which any such committee meeting or public hearing is held and return therefrom.

2. Members of the General Assembly who wish to receive reimbursement for official out-of-State travel must submit a written request for such reimbursement to the Executive Director of the Joint Committee on Legislative Management at least two weeks prior to their planned departure. Upon receipt of such a written request, the Executive Director shall immediately transmit such request to the Legislative Management Committee's personnel policies subcommittee (whose membership consists of the President Pro Tempore, Majority Leader and Minority Leader of the Senate, and the Speaker, Majority Leader and Minority Leader of the House). The request will first be forwarded to the member's own caucus leader/leaders for approval. Once approved by the member's leadership, the request will be sent on to the other caucus leaders for approval. Reimbursement shall be made if four of the six subcommittee members approve the request.

3. Legislative staff members who wish to receive reimbursement for official out-of-State travel must request approval for such reimbursement from their office director and from the Executive Director of the Joint Committee on Legislative Management at least two weeks prior to their planned departure.

4. Consideration of approval for requests for reimbursement for out-of-state travel under #2 and #3 (above) shall be limited to meetings, conferences and seminars sponsored by the National Conference of State Legislatures, the Council of State Governments and other nonpartisan and non-ideological groups and organizations. Funds appropriated to the Joint Committee on Legislative Management for the purpose of legislator out-of-State travel reimbursement by approval of its personnel policies subcommittee shall not be used for reimbursement for attendance at any meetings, conferences or seminars of any partisan, or ideological, group or organization.

5. All air travel shall be tourist class unless no such accommodations are available.

6. Legislators and legislative staff who travel to an approved out-of-state conference using (a) their own cars shall be reimbursed at the rate of the in-state mileage reimbursement up to the cost of a round-trip tourist class airfare to the site of the conference, and (b) a train or bus shall be reimbursed up to the cost of a round-trip tourist class airfare to the site of the conference.

7. Legislators and staff shall be reimbursed for the cost of a single room at the hotel or motel at which the conference they attend is being held or to which the legislator or staff member is assigned. If space is available in the place where the conference is being held or where the legislator or staff member is assigned and the individual chooses to stay elsewhere, he or she shall be reimbursed for no more than the cost of a room at the hotel or motel where the conference is held or to which the individual is assigned, as applicable.

8. Thirty-three dollars ($33.00) per day shall be the maximum amount that may be reimbursed for meals in any one day.

9. Receipts should, if possible, be submitted for all expenditures, other than meals, exceeding five dollars ($5.00).

10. Legislator requests for reimbursement for approved out-of-State travel or in-State mileage expenses must be submitted no later than ninety (90) days after the completion of the two-year legislative term in which the expense occurred or, in the case of a legislator who leaves office prior to the completion of the two-year term to which he or she was elected, within ninety (90) days of the legislator's final day in office. No reimbursement payments may be made after such deadlines except by approval of a majority of the membership of the Legislative Management Committee's personnel policies subcommittee.
GUIDELINES
CONCERNING EXHIBITS AND DISPLAYS IN THE CAPITOL
AND LEGISLATIVE OFFICE BUILDINGS

1. Statutory Authority

Under Section 2-71h of the Connecticut General Statutes, the supervision and maintenance of the interior, exterior and surrounding grounds of the Capitol Building and the Legislative Office Building, and decisions concerning use of these buildings and assignment of office space within them, are the responsibility of the Joint Committee on Legislative Management.

2. Plaques or Permanent Displays

2.1 The Joint Committee on Legislative Management may approve the permanent placement of plaques or displays in the Capitol or Legislative Office Buildings, provided that such plaques commemorate significant events or persons in the history of the State and provided that, with regard to plaques and displays placed in the Capitol, the location of such plaque or display shall be consistent with artistic standards and guidelines adopted by the Commission on Preservation and Restoration of the State Capitol Building.

2.2 A plaque that is authorized for placement in the Capitol or Legislative Office Buildings shall be of appropriate size for its place of installation. Plaques shall be made of bronze or other suitable material and shall be installed to the Committee's specifications and at the expense of the sponsoring group.

2.3 An application for installation of a plaque or a permanent display must include a detailed design sketch and specifications. Prior to casting, a rubbing shall be submitted for final approval.

3. Temporary Displays or Exhibits

3.1 The Joint Committee on Legislative Management or acting through its cochairpersons may approve placement of a temporary display or exhibit in the Capitol Building or in the Legislative Office Building for a period not to exceed four weeks during the interim and two weeks during regular session, provided that the display or exhibit shall be of quality and character deemed suitable for viewing by any individual, including school-age children, who may visit the buildings.

3.2 Requests for approval to place a temporary display or exhibit in the Capitol or the Legislative Office Buildings shall be submitted in writing to the executive director of the Joint Committee on Legislative Management and shall include a description and/or photograph of the display or exhibit, an explanation of the amount of space that will be required, and security provisions, if any, that will be provided.

3.3 The Joint Committee on Legislative Management shall not be responsible for any damage to a temporary display or exhibit during the period that it resides in the Capitol or Legislative Office Buildings.

3.4 Temporary displays or exhibits must meet all fire and building safety code regulations.

3.5 Upon approval of an application for a temporary display or exhibit in either the Capitol Building or Legislative Office Building, the applicant may be asked to provide a security deposit or bond in an amount specified by the executive director of the Joint Committee on Legislative Management sufficient to cover the expense of removal in the event the applicant fails to remove the display or exhibit in a timely manner.

3.6 No pricing may appear on any display items.
4. Grounds Surrounding Capitol and Legislative Office Buildings

All plantings on the grounds surrounding the Capitol and the Legislative Office Buildings shall be consistent with a master site and landscaping plan approved by the Joint Committee on Legislative Management and, insofar as such plan concerns the grounds adjacent to the Capitol Building, by the Commission on Preservation and Restoration of the State Capitol.
CAPITOL RESTORATION COMMISSION
GUIDELINES CONCERNING
BASIC ARTISTIC STANDARDS
FOR CONNECTICUT CAPITOL BUILDING

A. The United States Secretary of the Interior's "Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings" shall serve as basic guidelines with regard to renovation, restoration and rehabilitation of the Connecticut State Capitol Building.

B. Interior of Building

The integrity of the location, design, setting, materials, decoration, feeling and appearance of all interior surfaces shall be maintained, whenever possible, as originally designed, constructed and created. All restoration shall be consistent with the design, materials and appearance of the original plans of Richard M. Upjohn, original architect, and William J. McPherson, original decorator, of the building. There shall be no changes to the interior structure or finishes, including walls, floors, ceilings or partitions, without approval of the Commission on Preservation and Restoration of the State Capitol or its designated subcommittee.

C. Exterior of Building

The integrity of the location, design, setting, material, decoration and appearance of all exterior structure, surfaces, and finishes shall be maintained, whenever possible, as originally designed and created. All restoration shall be consistent with the design, materials and appearance of Richard M. Upjohn, original architect, and William J. McPherson, original decorator, of the building. There shall be no changes to the exterior structure, surfaces, or finishes without approval of the Commission on Preservation and Restoration of the State Capitol or its designated subcommittee.

Adopted by the Commission on Preservation and Restoration of the State Capitol in accord with Section 4b-60, C.G.S. (1981).

State Capitol Preservation & Restoration Commission Members
Robert D. Harris, Jr., Chairperson
Representative Emil “Buddy” Altobello
Bernard P. Auger
Senator Joseph J. Crisco, Jr.
Commissioner James T. Fleming, DPW
Lorraine Guilmartin
Charles B. Higgins
Sally Martin
William Morgan
John Ruffalo, III
Dr. Walter W. Woodward, State Historian
Elizabeth A. Conroy, Clerk
RULES of the GENERAL ASSEMBLY

TABLE OF CONTENTS – JOINT RULES

1. Messages Between Houses
2. Joint Conventions
3. Joint Committees
   a. Designation of Committees
   b. Standing Committees
      1. Appropriations
      2. Education
      3. Environment
      4. Finance, Revenue and Bonding
      5. Government Administration and Elections
      6. Judiciary
      7. Planning and Development
      8. Public Health
      9. Transportation
     10. Banks
    11. Energy and Technology
    12. General Law
    13. Insurance and Real Estate
    14. Labor and Public Employees
    15. Human Services
    16. Public Safety and Security
    17. Commerce
   c. Statutory Committees
      1. Legislative Management
      2. Executive and Legislative Nominations
      3. Legislative Program Review and Investigations
   d. Select Committees
      1. Housing
      2. Children
      3. Aging
      4. Veterans’ Affairs
   e. Committee Appointments
     4. Leaders on Committees
     5. Committee Meetings and Procedures
        a. Scheduling
        b. Exceptions to Scheduling Requirements
        c. Conduct of Meetings
        d. Final Action
        e. Proxies
        f. Notice Requirements
        g. Exception to Notice Requirements
        h. Agendas
     6. Public Hearings
        a. Scheduling
        b. Notice Requirements
        c. Conduct of Hearings
        1. Convening and Procedures
        2. Testimony by Public Officials
        3. Written Testimony
        4. Notifying Other Committees
        5. Recessing
     7. Form and Introduction of Bills and Resolutions
        a. Proposed Bills and Resolutions -- Intro. by Members
        b. Proposed Bills and Resolutions -- Form
        c. Proposed Bills and Resolutions -- Sponsors
        d. Form and Introduction of Bills and Resolutions -- Numbering
        e. Proposed Bills and Resolutions -- Initial Reference to Committee
        f. Proposed Bills and Resolutions -- Copies
        g. Form and Introduction of Bills and Resolutions -- Format
        h. Form and Introduction of Bills and Resolutions -- Clerks’ Certified Copies
        i. Form and Introduction of Bills and Resolutions -- Alteration
### TABLE OF CONTENTS – JOINT RULES

8. Time Limit on New Business Reference and Transmittal
   a. Proposed Bills and Resolutions -- Proposed Bill Deadline
   b. Proposed Bills and Resolutions -- Receipt by Clerk; Delivery to Committee
   c. Proposed Bills and Resolutions -- Change of Reference
   d. Proposed Bills and Resolutions -- Additional Information from Members

9. Committee Bills, Raised Bills, Bills, Resolutions
   a. Introduction
   b. Definitions
   c. Format
   d. Preparation of Committee and Raised Bills and Resolutions
   e. Committee Bill Deadline
   f. Committee Bill Deadline -- Exception
   g. Raised Bill Deadline
   h. Raised Bill Deadline -- Exceptions
   i. Form and Introduction of Bills and Resolutions -- Types of Bills and Resolutions in 2008 Session
   j. Signing and Filing Bills and Resolutions with Clerks

10. Substitute Bills or Resolutions

11. Petition for Preparation of Bills or Resolutions

12. Amendments

13. Legislative Commissioners' Process after Committee Action
   a. Receipt
   b. Examination and Correction
   c. Deadline
   d. Bills or Resolutions Returned to Committee
   e. Change of Reference

14. Reporting of Bills or Resolutions

15. Final Committee Action
   a. Deadline for Favorable Reports
   b. Hearing Requirement for Favorable Report
   c. Fiscal Notes and Bill Analyses
   d. Bills or Resolutions Not Acted on by Committee; Bills or Resolutions Not Printed and in Files
   e. Bills Authorizing Conveyance of Real Property by State
   f. Referral of Bills or Resolutions by Chamber to Committee after Deadline

16. Bills and Resolutions – Readings

17. Favorable Reports
   a. Committee Clerk's Signature
   b. Resolutions on Appointments and Nominations
   c. File Copies Distributed to Members
   d. Timing of Action by Chambers
   e. Action on Calendar
   f. Other Provisions
   g. Roll Call Requirement

18. Reprinting after Amendment

19. Petition for Committee Report

20. Unfavorable Reports

21. Recall from Other Chamber for Reconsideration

22. Committee of Conference
   a. Appointment of Committee
   b. Committee Reports
   c. Action by Chambers

23. Return of Bill from Governor or Legislative Commissioners

24. Examination of Bills and Resolutions
   a. Examination and Correction
   b. Consideration of Proposed Correction

25. Engrossing of Bills and Resolutions
26. Transmittal to Governor  
   a. Transmittal of Copy  
   b. Engrossed Bills and Resolutions  
   c. Records of Transmittal  
   d. Immediate Transmittal  

27. Bills and Resolutions Not Reported  

28. Disturbances  

29. Amendment and Suspension of Rules  

30. Restrictions  
   a. Smoking  
   b. Nonpartisan Offices  
   c. Wireless Telephones  

31. Collective Bargaining Agreements  

32. Agreements or Stipulations Under Section 3-125a  

33. Special Sessions  

34. Interim  
   a. Meetings  
   b. Public Hearings  
   c. Raised Bills - Hearing During Session Required
Resolved by this Assembly:

That the following shall be the Joint Rules of the Senate and House of Representatives for the regular sessions of the General Assembly and for interim periods during the 2007-2008 legislative term.

MESSAGES BETWEEN CHAMBERS

1. Messages from one chamber to the other shall be delivered to the presiding officer.

JOINT CONVENTIONS

2. Joint conventions shall be held in the Hall of the House. Either chamber may request a convention stating the purposes thereof in its message. The President of the Senate shall preside. The President and the Speaker shall make reports to their respective chambers of the proceedings of the convention which shall be printed in the respective journals.

JOINT COMMITTEES

3. (a) Designation of Committees. There shall be eighteen joint standing committees, which shall consist of not more than nine senators and not more than thirty-five representatives, except that the joint standing committees on Appropriations and Finance, Revenue and Bonding shall consist of not more than eleven senators and not more than forty-five representatives; a joint committee on Legislative Management, a joint committee on Executive and Legislative Nominations and a joint committee on Program Review and Investigations, constituted in accordance with and subject to the provisions of subsection (c) of this rule; and four joint select committees constituted in accordance with and with the powers and duties provided in subsection (d) of this rule. Committees shall consider all matters referred to them and report as required by these rules.

(b) Standing Committees. The joint standing committees shall be divided into Group A and Group B as follows:

GROUP A

(1) A committee on APPROPRIATIONS which shall have cognizance of all matters relating to appropriations and the operating budgets and all matters relating to state employees' salaries, benefits and retirement, teachers' retirement and veterans' pensions and collective bargaining agreements and arbitration awards for all state employees. In addition, any bills or resolutions carrying or requiring appropriations, or creating or enlarging a state mandate to local governments, defined in subsection (a)(2) of section 2-32b of the general statutes, and favorably reported by any other committee, except the payment of claims by the state, shall be referred to the committee, unless such reference is dispensed with by at least a two-thirds vote of each chamber, provided the committee's consideration shall be limited to their fiscal aspects and appropriation provisions of such bills or resolutions and shall not extend to their other substantive provisions or purpose, except to the extent that such other provisions or purpose relate to the fiscal aspects and appropriation provisions of such bills or resolutions.
(2) A committee on EDUCATION which shall have cognizance of all matters relating to the Department of Education; local and regional boards of education and the substantive law of collective bargaining covering teachers and professional employees of such boards; vocational rehabilitation; and libraries, including the State Library, museums and historical and cultural associations.

(3) A committee on the ENVIRONMENT which shall have cognizance of all matters relating to the Department of Environmental Protection, including conservation, recreation, pollution control, fisheries and game, state parks and forests, water resources and flood and erosion control; and all matters relating to the Department of Agriculture, including farming, dairy products and domestic animals.

(4) A committee on FINANCE, REVENUE AND BONDING which shall have cognizance of all matters relating to finance, revenue, capital bonding and taxation, and all bills or resolutions on such matters favorably reported by any other committee, including bills on employer contributions for unemployment compensation purposes, and all matters relating to the Department of Revenue Services and the revenue aspects of the Division of Special Revenue shall be referred to said committee. The committee's consideration shall be limited to the financial provisions of such bills or resolutions, such as finance, revenue, bonding, taxation and fees, and shall not extend to their other substantive provisions or purposes, except to the extent that such other provisions or purposes relate to the financial provisions of such bills or resolutions.

(5) A committee on GOVERNMENT ADMINISTRATION AND ELECTIONS which shall have cognizance of all matters relating to the Department of Administrative Services, including purchasing and central collections, but excluding personnel and labor relations; all matters relating to the Department of Public Works and the Department of Information Technology; all matters relating to state government organization and reorganization, structures and procedures; all matters relating to leasing, construction, maintenance, purchase and sale of state property and facilities and all bills authorizing the conveyance of real property, or any interest therein, by the state shall be referred to said committee; the Freedom of Information Commission, the Office of State Ethics and the Citizen's Ethics Advisory Board; state and federal relations; interstate compacts; compacts between the state and Indian tribes; constitutional amendments, including any proposed constitutional amendments favorably reported by any other committee, which proposed amendments shall be referred to said committee; and all matters relating to elections and election laws.

(6) A committee on JUDICIARY which shall have cognizance of all matters relating to courts, judicial procedures, criminal law, probate courts, probation, parole, wills, estates, adoption, divorce, bankruptcy, escheat, law libraries, deeds, mortgages, conveyancing, preservation of land records and other public documents, the law of business organizations, uniform laws, validations, authorizations to sue and to appeal, claims against the state, all judicial nominations, all nominations of workers’ compensation commissioners, and all matters relating to the Judicial Department, the Department of Correction and to the commission on Human Rights and Opportunities; all bills carrying civil penalties which exceed the sum of, or which may exceed in the aggregate, five thousand dollars; and all bills carrying criminal penalties, other than infractions, favorably reported by any other committee shall be referred to said committee, provided the committee's consideration shall be limited to the criminal penalties established in such bills and shall not extend to their substantive provisions or purpose.

(7) A committee on PLANNING AND DEVELOPMENT which shall have cognizance of all matters relating to local governments, housing, urban renewal, fire, sewer and metropolitan districts, home rule and planning and zoning; regional planning and development activities and the state plan of conservation and development, and economic development programs impacting local governments.
THE JOINT RULES

(8) A committee on PUBLIC HEALTH which shall have cognizance of all programs and matters relating to the Department of Public Health, the Department of Mental Health and Addiction Services and the Department of Mental Retardation; the commission on Hospitals and Health Care; the office of Health Care Access; and all other matters relating to health, including emergency medical services, all licensing boards within the Department of Public Health, nursing homes, pure foods and drugs, and controlled substances, including the treatment of substance abuse.

(9) A committee on TRANSPORTATION which shall have cognizance of all matters relating to transportation, including highways and bridges, navigation, aeronautics, mass transit and railroads; and to the Department of Transportation, the State Traffic Commission and the Department of Motor Vehicles.

GROUP B

(10) A committee on BANKS which shall have cognizance of all matters relating to the Department of Banking, banks, savings banks, bank and trust companies, savings and loan associations, credit unions, the supervision of the sale of securities, fraternal benefit societies and all legislation dealing with secured and unsecured lending.

(11) A committee on ENERGY AND TECHNOLOGY which shall have cognizance of all matters relating to the Department of Public Utility Control, energy, telecommunications and information systems.

(12) A committee on GENERAL LAW which shall have cognizance of all matters relating to the Department of Consumer Protection, fair trade and sales practices, consumer protection, mobile homes and occupational licensing, except licensing by the Department of Public Health; and all matters relating to alcoholic beverages.

(13) A committee on INSURANCE AND REAL ESTATE which shall have cognizance of all matters relating to the Insurance Department, insurance law and real estate law.

(14) A committee on LABOR AND PUBLIC EMPLOYEES which shall have cognizance of all matters relating to workers' compensation, unemployment compensation, conditions of employment, hours of labor, minimum wages, industrial safety, occupational health and safety, labor unions and labor disputes; all matters relating to the Labor Department; and all matters relating to conditions of employment of state and municipal employees and the substantive law of state and municipal employees' collective bargaining.

(15) A committee on HUMAN SERVICES which shall have cognizance of all matters relating to the Department of Social Services and the Department of Children and Families, including institutions under their jurisdiction; the office of Protection and Advocacy for Persons with Disabilities; the commission on the Deaf and the Hearing Impaired; and the Board of Education and Services for the Blind.

(16) A committee on PUBLIC SAFETY AND SECURITY which shall have cognizance of all matters relating to the Department of Emergency Management and Homeland Security, including civil preparedness and homeland security, the Department of Public Safety, including state police, state organized task force on crime, municipal police training, fire marshals, the fire safety code and the state building code, legalized gambling, and military and veterans' affairs, except veterans' pensions.
THE JOINT RULES

(17) A committee on COMMERCE which shall have cognizance of all matters relating to the Department of Economic and Community Development, the Connecticut Development Authority, Connecticut Innovations, Incorporated and the Connecticut Commission on Culture and Tourism.

(18) A committee on HIGHER EDUCATION AND EMPLOYMENT ADVANCEMENT which shall have cognizance of all matters relating to public and independent colleges and universities, the Department of Higher Education including private occupational schools, the Board of Governors of Higher Education, post-secondary education and job training institutions and programs, apprenticeship training programs, adult job training programs offered to the public by any state agency or funded in whole or in part by the state, and the Office of Workforce Competitiveness.

(c) Statutory Committees. In addition, there shall be:

(1) A committee on LEGISLATIVE MANAGEMENT which shall conduct the business affairs of the General Assembly. Said committee shall consist of twenty members of the House who shall be the Speaker, the deputy speakers, the majority leader, three members appointed by the majority leader, four members appointed by the Speaker, the minority leader and two deputy minority leaders designated by the minority leader of the House and five members designated by the minority leader of the House, thirteen members of the Senate who shall be the President Pro Tempore, the majority leader, a deputy majority leader designated by the majority leader, and five members of the Senate designated by the President Pro Tempore, the minority leader, an assistant minority leader designated by the minority leader and three members of the Senate designated by the minority leader. In matters of legislative operations, the committee shall include the legislative commissioners and the clerks of each chamber ex officio. The committee shall be chaired by the President Pro Tempore and the Speaker. A majority of the membership shall constitute a quorum and all actions shall require the affirmative vote of a majority. At any meeting, if a committee member present of either chamber requests, a vote of the majority of the members present of each chamber shall be required for approval of a question. The committee shall be responsible for the operation of the General Assembly, coordination and supervision of committee work, improvement of legislative operations and deciding on matters of organization, procedures, facilities and working conditions of the General Assembly and compensation of employees of the legislative branch. All bills and resolutions relating to such matters shall be referred to said committee. The committee shall also have cognizance of legislative task forces and studies and shall be responsible for the facilitation of positive relationships with the federal government and other state governments.

(2) A committee on EXECUTIVE AND LEGISLATIVE NOMINATIONS, the members of which shall be the majority leader of the Senate or said leader's designee, the minority leader of the Senate or said leader's designee, four members of the Senate three of whom shall be appointed by the President Pro Tempore and one of whom shall be appointed by the minority leader, the majority leader of the House or said leader's designee, the minority leader of the House or said leader's designee, and fifteen members of the House, nine of whom shall be appointed by the Speaker and six of whom shall be appointed by the minority leader. In addition, the cochairpersons and ranking members of the committee having cognizance of matters relating to the duties of a nominee for the position of a department head, as defined in section 4-5 of the general statutes, shall be nonvoting, ex-officio members of the committee on executive and legislative nominations for the consideration of such nomination. All executive and legislative nominations requiring action of either or both chambers, except judicial nominations and nominations of workers' compensation commissioners, shall be referred to the committee on executive and legislative nominations.
THE JOINT RULES

(3) A committee on LEGISLATIVE PROGRAM REVIEW AND INVESTIGATIONS, the members of which shall be appointed as provided in section 2-53e of the general statutes, except that any member may be appointed to the committee, which may originate and report any bill it deems necessary concerning a program, department or other matter under review or investigation by the committee, in the manner prescribed in these rules.

(d) Select Committees. In addition, there shall be select committees as follows:

(1) A select committee on HOUSING the members of which shall be appointed by the Speaker of the House and the President Pro Tempore of the Senate. In addition, the chairpersons and ranking members of the committees on planning and development and finance, revenue and bonding shall be ex-officio members of the committee, but without the right to vote on this committee, and shall be given written notice of all meetings of the committee. Said committee may conduct public hearings, may issue reports of its findings and may originate and report any bill or resolution it deems necessary concerning housing. Any bills or resolutions favorably reported by said committee shall be referred to the joint standing committee on planning and development.

(2) A select committee on CHILDREN the members of which shall be appointed by the Speaker of the House and the President Pro Tempore of the Senate. In addition, the chairpersons and ranking members of the committees on education, human services, public health and judiciary shall be ex-officio members of the committee, but without the right to vote on this committee, and shall be given written notice of all meetings of the committee. Said committee may conduct public hearings, may issue reports of its findings and may originate and report any bill or resolution it deems necessary concerning children. Any bill or resolution favorably reported by said committee shall be referred to the appropriate joint standing committee.

(3) A select committee on AGING the members of which shall be appointed by the Speaker of the House and the President Pro Tempore of the Senate. In addition, the chairpersons and ranking members of the committees on human services and public health shall be ex-officio members of the committee, but without the right to vote on this committee, and shall be given written notice of all meetings of the committee. Said committee may conduct public hearings, may issue reports of its findings and may originate and report any bill it deems necessary concerning senior citizens. Any bill favorably reported by said committee shall be referred to the appropriate joint standing committee.

(4) A select committee on VETERANS' AFFAIRS the members of which shall be appointed by the Speaker of the House and the President Pro Tempore of the Senate. In addition, the chairpersons and ranking members of the committee on public safety and security shall be ex-officio members of the committee, but without the right to vote on this committee, and shall be given written notice of all meetings of the committee. Said committee may conduct public hearings, may issue reports of its findings and may originate and report any bill or resolution it deems necessary concerning military and veterans' affairs, except veterans' pensions. Any bill or resolution favorably reported by said committee shall be referred to the appropriate joint standing committee.

(e) Committee Appointments. Appointments of committee members, except to fill a vacancy caused by death or incapacity or by resignation from the General Assembly or a committee of the General Assembly, shall be made on or before the fifth regular session day of the first year of the term and, except as otherwise provided in the rules of each chamber, shall be for the entire term for which the members were elected. Committee appointments of a member elected after the fifth regular session day of the first year of the term shall be made within five calendar days after the member takes the oath of office, and may be made, at the discretion of the appointing authority, to any committee. Senate and House Committees shall be appointed and organized in accordance with the rules of each chamber and members of the minority party shall be appointed on nomination of the minority leader of each chamber.
THE JOINT RULES

LEADERS ON COMMITTEES

4. The President Pro Tempore of the Senate, Speaker of the House, and majority and minority leaders of the Senate and the House shall be ex-officio members of all committees, with the right to be present at all meetings and to take part in deliberations but without the right to vote, except as to those committees to which they are appointed members.

COMMITTEE MEETINGS AND PROCEDURES

5. (a) Scheduling. Except as hereinafter provided in this Rule and in Rule 15, chairpersons of committees shall jointly schedule meetings during periods when the General Assembly is in session as follows:

   (1) Committees may meet on any day from January 3 through January 10, in 2007 and from February 6 through February 8 in 2008. The chairpersons of each committee shall jointly call a meeting during said period in 2007 for the purpose of organization and to consider such other business as is deemed necessary.

   (2) Beginning on January 11, in 2007, and on February 11, in 2008, and ending on the committee's reporting out date in such year designated in the schedule shown in Rule 15, Group A committees shall meet on Mondays, Wednesdays and Fridays only and Group B committees and the joint select committees shall meet on Tuesdays and Thursdays only.

   (3) Committees, except conference committees, may not meet during a session of either chamber without the consent of each chamber which is in session.

(b) Exceptions to Scheduling Requirements.

   (1) The committees on Appropriations and Finance, Revenue and Bonding may meet on any day. The committee on Judiciary may meet on any day after March 28 in 2007 and after March 10 in 2008.

   (2) Any committee may meet at the Capitol or in the legislative office building on any day, provided certification of a significant need for the meeting is made in writing by the Speaker of the House and the President Pro Tempore of the Senate or their designees.

   (3) If, in any week, the designated meeting day of a committee falls on a holiday or on a day when the state capitol or legislative office building is officially closed, the committee may meet on another day, not so designated, within seven calendar days before or after such day, provided certification of the need for the meeting is made, in writing, by one of the following: The President Pro Tempore of the Senate, the Speaker of the House, the majority leader of the Senate or the majority leader of the House and all reasonable efforts have been made to notify each member of the committee of the meeting.

(c) Conduct of Meetings. A chairperson or a vice chairperson shall convene all meetings. If a meeting, other than a meeting on the day of the committee's deadline to report bills as provided in Rule 15, is not so convened within fifteen minutes following its scheduled starting time, the meeting shall be deemed cancelled. In all meetings of joint committees, and at all public hearings held by such committees, the Senate and House chairpersons shall mutually agree as to who shall preside and in the absence of agreement the Senate and House chairperson shall alternately preside. A chairperson shall recognize each member wishing to be heard prior to ordering the vote on the final question of a favorable or unfavorable report, a favorable change of reference or the boxing of a bill.
THE JOINT RULES

or resolution. All questions of order, hearings and other proceedings including the raising of bills or resolutions and questions relating to evidence shall be determined by a majority of votes, but if the majority of the committee members present of either chamber so request, the committee members of each chamber shall separately determine all questions. A vote of a committee may be reconsidered only at the next regular meeting of the committee, provided any vote on the day of the committee's deadline to report bills as provided in Rule 15 may be reconsidered at the same meeting not later than 5 p.m.

(d) **Final Action.** Except as otherwise provided, at each legislative committee meeting, the vote on the final question of a favorable or unfavorable report, a favorable change of reference or the boxing of a bill or resolution shall be recorded to show the names of the members voting yea and the members voting nay. No motion to dispense with the recording of the names of the members voting yea and the members voting nay shall be entertained and no bill or resolution shall be reported to either chamber of the legislature unless the names of the members voting yea and the members voting nay have been recorded and a record of the names of the members voting yea and the members voting nay has been attached to the bill or resolution submitted to the Legislative Commissioners' Office as provided in Rule 13. A copy of the voting record shall be sent to the clerk of the appropriate chamber, by the Legislative Commissioners' Office, with the favorably or unfavorably reported bill or resolution and retained by the clerks.

(e) **Proxies.** No member may vote by proxy and no joint committee shall record a vote cast by any member as a proxy for any other member.

(f) **Notice Requirements.** Notice of the time and place of committee meetings during periods when the General Assembly is in session shall be given to the clerk of each chamber at least one day in advance of the meeting and, when practicable, to the Legislative Bulletin clerks for inclusion in the next Legislative Bulletin. The committee clerks shall post notice of the meetings in a conspicuous place in or near their respective committee offices.

(g) **Exception to Notice Requirements.** A meeting may be held on less than one calendar day's notice, provided announcement of the meeting is made from the floor of the Senate or House during a session and both chairpersons have approved the time, place and agenda for the meeting. Such approval shall not be unreasonably withheld. If the announcement cannot be made in one or both chambers because no regular session is being held on that day, an emergency meeting may still be held, provided certification of the need for the meeting is made, in writing, by one of the following: The President Pro Tempore of the Senate, the Speaker of the House, the majority leader of the Senate or the majority leader of the House, and all reasonable efforts have been made to notify each member of the committee of the meeting.

(h) **Agendas.** An agenda, approved by both chairpersons, shall be prepared for each meeting and made available at least one day before the meeting, except that for a meeting held under subsection (g) of this rule, the agenda shall be prepared and made available prior to the meeting. Items not on the agenda may be considered upon a majority vote of the committee members present.

PUBLIC HEARINGS

6. (a) **Scheduling.**

(1) A committee may hold subject matter public hearings on any subject and on specified proposed bills, proposed drafts and proposed resolutions, and on committee and raised bills and resolutions, during sessions, except that subject matter public hearings on proposed bills, proposed drafts and proposed
resolutions shall be held not later than twenty-one calendar days in 2007 and fourteen calendar days in 2008 before the committee's reporting out date designated in the schedule shown in Rule 15.

(2) Public hearings shall be scheduled for the convenience of the public and in accordance with the schedule for Group A and Group B committee meetings as provided in Rule 5.

(3) In the event of inclement weather on the day on which a committee has scheduled a public hearing:

(A) If the State Capitol and Legislative Office Building have been officially closed due to inclement weather:

(i) If the hearing has been convened prior to the official closing, the committee may continue the hearing or may recess the hearing as provided in subsection (c)(5) of this rule.

(ii) If the hearing has not been convened prior to the official closing, the hearing shall be deemed cancelled and shall be rescheduled pursuant to subsection (a)(3)(D) of this rule.

(B) If the State Capitol and Legislative Office Building have not been officially closed:

(i) If the hearing has been convened, the committee may recess the hearing as provided in subsection (c)(5) of this rule.

(ii) If the hearing has not yet been convened, the chairpersons of the committee may cancel the hearing if, in their opinion, the seriousness of the weather conditions is likely to reduce substantially the attendance at the hearing by members of the public or members of the committee.

(C) If the State Capitol and Legislative Office Building have not been officially closed, the committee clerk shall give notice of cancellation to the clerk of each chamber and shall post notice of the cancellation in a conspicuous place in or near the committee office, at the location of the scheduled hearing and on the Internet.

(D) The chairpersons shall reschedule a cancelled hearing on the earliest feasible date that is on a day specified for that committee in Rule 5(a) or 5(b) or on any other day with the approval of the President Pro Tempore of the Senate, the Speaker of the House, the majority leader of the Senate or the majority leader of the House. The committee clerk shall give notice of the rescheduled hearing to the clerk of each chamber and, when practicable, to the Legislative Bulletin clerk for inclusion in the next Legislative Bulletin and shall post notice of the rescheduled hearing in a conspicuous place in or near that committee office and on the Internet. The notice of the rescheduled hearing shall include the place, time and subject matter of the rescheduled hearing, together with a list of the numbers and titles of each bill and resolution to be considered, which subject matter and list shall be identical to the subject matter and list in the notice of the original hearing. The notice of the rescheduled hearing is not subject to subsection (b) of this rule if the notice of the original hearing complied with said subsection (b).

(4) Committees may group bills and resolutions by subject matter and schedule hearings so that similar bills and resolutions are heard at the same time.

(b) Notice Requirements. During the periods when the General Assembly is in session, notice of the place, time and subject matter of each hearing, together with a list of the numbers and titles of each bill and resolution to be considered shall be published in the Legislative Bulletin at least five calendar
days in advance of the hearing. In no event shall a bill or resolution be listed for a hearing unless copies of the bill or resolution have been made in accordance with section 2-23 of the general statutes, and the original bill or resolution has been returned from the printer and is in the possession of the committee.

For the purpose of meeting the hearing requirements under this rule, the day of publication in the Legislative Bulletin during the time the General Assembly is in session and the day of the hearing shall both be counted as full days.

(c) **Conduct of Hearings.**

(1) **Convening and Procedures.** A chairperson or a vice chairperson shall convene all hearings. If a hearing is not so convened within fifteen minutes following its scheduled starting time, any member of the committee may convene that hearing. The time of commencement of the public hearings shall be designated in the published notice. The order of testimony of the witnesses and the length of time that each witness may testify shall be determined by the presiding chairperson who shall give due regard for the convenience of the public. Members of the public who wish to testify at a public hearing may place their names on a list, which shall be made available at a time and place to be determined by the chairpersons. Members of the public shall either (A) place their own name on the list, if they wish to testify, or (B) place the name of one other person on the list who will testify. Members of the public placing the name of another person on the list shall also place their own name on the list next to the name of the person who will testify. The placement of another person's name on the list by a person who receives a fee solely for that service shall be ineffective and the person so named shall not be permitted to testify.

(2) **Testimony by Public Officials.** A committee may permit legislators who are not members of the committee, representatives of state agencies, and municipal chief elected officials testifying in their official capacity to testify during but not beyond the first hour of a public hearing. The public portion of the hearing shall be uninterrupted by testimony from a legislator, a representative of a state agency or a municipal chief elected official. If any legislators, representatives of state agencies or municipal chief elected officials are unable to testify during the first hour, they may testify at the end of the hearing after all members of the public wishing to speak have been heard.

(3) **Written Testimony.** Legislators, representatives of state agencies and members of the public may submit to the committee written testimony on a bill or resolution or subject matter in person, by mail or facsimile transmission, or electronically at any time and the written testimony may be included by the committee in the transcript of the hearing. If the written testimony is not included in the transcript, it shall be attached to the transcript. Committee chairpersons should encourage a witness to submit a written statement and confine oral testimony to a summary of that statement, but the full written statement shall be included in or attached to the transcript of the hearing.

(4) **Notifying Other Committees.** Each bill or resolution referred by one committee to another with a favorable report shall be accompanied by a notation of the date or dates on which public hearings were held by the first committee. The chairpersons of any committee other than Appropriations or Finance, Revenue and Bonding to which any bill or resolution calling for an appropriation or a bond issue is referred shall notify the chairpersons of the committee on Appropriations or Finance, Revenue and Bonding of the time and place of the hearing thereon.

(5) **Recessing.** The committee may recess any public hearing to a date, time and place specified at the time of the recess, which shall be on a day specified for that committee in Rule 5(a) or 5(b) or on any other day with the approval of the President Pro Tempore of the Senate, the Speaker of the House, the majority leader of the Senate or the majority leader of the House. The committee clerk shall give notice of any hearing recessed to another date to the clerk of
THE JOINT RULES

each chamber and, when practicable, to the Legislative Bulletin clerk for inclusion in the next Legislative Bulletin, and shall post notice of the recessed hearing in a conspicuous place in or near that committee office.

FORM AND INTRODUCTION OF BILLS AND RESOLUTIONS

7. (a) Proposed Bills and Resolutions -- Introduction by Members. Members of the General Assembly may introduce proposed bills, proposed drafts of bills, proposed resolutions or proposed resolutions proposing amendments to the constitution and other substantive proposed resolutions for consideration by the joint standing and select committees for incorporation into a bill or resolution.

(b) Proposed Bills and Resolutions -- Form. A proposed bill or resolution shall be stated in informal language setting forth the substance of the proposal and shall be followed by a statement of purpose in not more than 150 words. At the request of any member of the General Assembly, the Legislative Commissioners' Office shall draft a proposed bill or resolution in proper form. All proposed bills and resolutions shall be filed in triplicate with the clerk of the chamber of the proposer in the form required by these rules.

A proposed draft shall be stated in full statutory language, and must be submitted on proposed draft forms obtained from the Legislative Commissioners' Office. Proposed drafts shall be processed by the Legislative Commissioners' Office as submitted by the legislator without alteration and assigned an LCO number and entered by that office into the legislative database by introducer, title and statement of purpose only.

(c) Proposed Bills and Resolutions -- Sponsors. (1) A proposed bill, proposed draft or proposed resolution may be sponsored by more than one member of the General Assembly and its designation as to chamber of origin shall be made by the Legislative Commissioners' Office based on the chamber of the proposer. Any member of the General Assembly may co-sponsor a proposed bill, proposed draft or proposed resolution, committee bill or raised bill or resolution by (A) requesting the Legislative Commissioners' Office, in writing, to add such member's name to the proposed bill or proposed resolution in its possession, or (B) making a request in writing after it has been filed, to the clerk of the chamber in which the bill has been filed to add such member's name as a co-sponsor of the proposed bill, proposed draft or proposed resolution, committee bill, raised bill or resolution, but not later than the date of the signing of the bill, or the deadline for the signing of the bill, by the Governor, whichever is earlier, or the date of the adoption of the resolution.

(2) A member may remove his or her name as an introducer or a co-sponsor of a bill or resolution by submitting a written notice to the clerk of the chamber in which the bill or resolution was filed to remove the member's name but not later than the time specified in subsection (c)(1)(B) of this rule. The clerk shall notify the Legislative Commissioners' Office of such removal, and the member's name shall be removed from the legislative database for that bill or resolution.

(d) Form and introduction of Bills and Resolutions -- Numbering. Senate bills shall be numbered from 1 to 5000, and House bills from 5001 to 9999 and resolutions shall be numbered starting with 1 in each chamber. The original number on a proposed bill, proposed draft or proposed resolution shall be retained and shall be used in any reference to it.

(e) Proposed Bills and Resolutions -- Initial Reference to Committee. The Legislative Commissioners' Office shall make a notation, based on subject matter, of the suggested committee reference on proposed bills and proposed resolutions drafted by that office, proposed drafts processed by that office, and
fully drafted bills or resolutions drafted by that office and accompanying the Governor's budget or other message. The clerks shall, on introduction of each such bill, draft or resolution, make a tentative reference for the Speaker or the President Pro Tempore.

(f) Proposed Bills and Resolutions -- Copies. Sufficient copies of proposed bills, proposed drafts and resolutions shall be reproduced for use of the General Assembly and the public and shall be available in the legislative bill room. The copies shall show the number of the proposed bill, proposed draft or resolution, session of introduction, name of the member or members introducing it and committee to which it was referred.

(g) Form and Introduction of Bills and Resolutions -- Format. Each proposed bill, proposed draft, proposed resolution, committee or raised bill or resolution proposing an amendment to the constitution or other substantive resolution shall be printed without interlineation or erasure. At the conclusion of each bill there shall be a statement of its purpose in not more than one hundred fifty words, to be printed under the caption "STATEMENT OF PURPOSE"; but the statement of purpose shall not be a part of the bill for consideration and enactment into law. Each committee or raised bill or resolution shall be endorsed with the signature of both chairpersons. The duplicate copies of each bill or resolution shall be made on yellow-colored and blue-colored paper, respectively, of the same size and format as the original.

(h) Form and Introduction of Bills and Resolutions -- Clerks' Certified Copies. The clerks shall certify and keep on file a duplicate copy of each resolution or proposed resolution proposing an amendment to the constitution or other proposed substantive resolution, each proposed bill, each proposed draft and each committee and raised bill. The certified duplicate copy shall remain at all times in the clerks' office. If the original cannot be located, a copy of the certified duplicate copy shall be made by the clerk and used in lieu of the original. The clerk shall make a notation on the original of the certified duplicate copy of all action taken on the original.

(i) Form and Introduction of Bills and Resolutions -- Alteration. After introduction no bill or resolution shall be altered except by the legislative commissioners, as provided by Rule 13.

TIME LIMIT ON NEW BUSINESS REFERENCE AND TRANSMITTAL

8. (a) Proposed Bills and Resolutions -- Proposed Bill Deadline. The time for receiving new business from members shall be limited and shall terminate on January 12, 2007 for the 2007 session and on February 8, 2008 for the 2008 session, in each session at 5 p.m. or at an hour the presiding officer of each chamber designates. Filing of a request for a proposed bill or resolution or proposed resolution proposing an amendment to the constitution or other substantive resolution with the Legislative Commissioners' Office, or submission of a proposed draft to the Legislative Commissioners' Office shall be deemed compliance with this time requirement. Unless the President Pro Tempore and the Speaker consent, in writing, to a request by a legislative commissioner for an extension of time, the Legislative Commissioners' Office shall prepare and return or file the proposed bill or resolution with the clerk of the appropriate chamber, not later than ten days after the receipt of the request.

(b) Proposed Bills and Resolutions -- Receipt by Clerk; Delivery to Committee. Each proposed bill, proposed draft or proposed resolution shall be received by the clerk of the Senate or House, who shall cause copies to be prepared in accordance with section 2-23 of the general statutes. After copies of the bill or resolution have been made, the bill or resolution shall receive its first reading as set forth in Rule 16 and be referred to the appropriate joint committee,
THE JOINT RULES

by the President Pro Tempore of the Senate or the Speaker of the House and then sent to the other chamber for concurring reference. The original of the proposed bill, proposed draft or proposed resolution shall be delivered forthwith to the clerk of such appropriate joint committee.

(c) Proposed Bills and Resolutions -- Change of Reference. Subsequent to the initial reference as determined by the Speaker and the President Pro Tempore and prior to final action on the bill or resolution by either chamber, the chairpersons of a joint standing committee may request that a bill or resolution receive a change of reference to their committee and, if a controversy results, the matter shall be referred by the Speaker or the President Pro Tempore, as the case may be, to the ad hoc committee on reference for the purpose of final determination of the appropriate committee of cognizance. The ad hoc committee on reference shall consist of the President Pro Tempore of the Senate and the Speaker of the House, as cochairpersons, the Senate majority leader, the House majority leader, the Senate minority leader and the House minority leader.

(d) Proposed Bills and Resolutions -- Additional Information From Members. Members may submit additional information or documentation on any proposed bill, proposed draft or proposed resolution to the committee to which the bill, draft or resolution has been referred at any time prior to 12 o'clock noon on January 22 in 2007 and February 13 in 2008.

COMMITTEE BILLS, RAISED BILLS, BILLS, RESOLUTIONS

9. (a) Introduction. Committee and raised bills may be introduced only by committees and shall be set forth in formal statutory language. Fully drafted bills accompanying the Governor's budget or other message may be introduced by the legislative leaders of the Governor's party in the House and the Senate provided one copy of each bill is supplied by the Governor to the legislative leaders of both parties.

(b) Definitions. Bills or resolutions which incorporate the principles expressed in proposed bills, proposed drafts or proposed resolutions or proposed resolutions proposing an amendment to the constitution or other substantive resolutions shall be identified as committee bills or resolutions. Raised bills or resolutions shall be original bills or resolutions in formal statutory language raised by committees without reference to proposed bills, proposed drafts or proposed resolutions and shall be identified as raised bills or resolutions. Bills certified by the Speaker and the President Pro Tempore to be of an emergency nature and bills accompanying the Governor's budget or other message shall be identified simply as bills.

(c) Format. Each bill amending any statute or special act shall set forth in full the section or subsection of the statute or the special act to be amended. Matter to be omitted or repealed shall be surrounded by brackets or overstricken so that the omitted or repealed matter remains readable, and new matter shall be indicated by capitalization or underscoring of all words in the original bill and by capitalization, underscoring or italics in its printed form. In the case of a section or subsection not amending an existing section of the general statutes but intended to be part of the general statutes, the section or subsection may be in upper and lower case letters preceded by the word (NEW). Each proposed bill and proposed resolution, and each other bill, resolution, and amendment shall be prepared by the Legislative Commissioners' Office.

(d) Preparation of Committee and Raised Bills and Resolutions. A committee upon receiving the proposed bills, proposed drafts or proposed resolutions or proposed resolutions proposing an amendment to the constitution or other proposed substantive resolutions referred to it, shall separate them into subject categories and may vote to have committee bills or resolutions on the subjects prepared by the Legislative Commissioners' Office. The Legislative Commissioners' Office at the request of any committee shall prepare all committee and raised bills, resolutions and amendments thereto. Each committee bill
or resolution shall have the same number and chamber of origin as the proposed bill, proposed draft or proposed resolution on which it is based. When a committee bill is based on two or more proposed bills or proposed drafts or a resolution is based on two or more proposed resolutions, the members of the committee shall designate the proposed bill, proposed draft or proposed resolution number to be used on the committee bill or resolution. The numbers of any other proposed bills, proposed drafts or proposed resolutions on which the bill or resolution is based shall be listed at the end of the bill or resolution together with the names of the introducers.

The number of any committee bill or resolution based on proposed bills, proposed drafts or proposed resolutions on which subject matter public hearings are held shall be determined by the committee in the same manner as provided in this subsection.

(e) **Committee Bill Deadline.** The time limit for committees to submit to the Legislative Commissioners' Office requests for drafting committee bills and resolutions, except those based on proposed bills, proposed drafts and proposed resolutions on which subject matter hearings are held, shall be at 5 p.m. on the following dates in 2007.

<table>
<thead>
<tr>
<th>Date</th>
<th>Committees</th>
</tr>
</thead>
<tbody>
<tr>
<td>January 30</td>
<td>Aging, Banks, Housing, Children, Veterans' Affairs</td>
</tr>
<tr>
<td>February 1</td>
<td>Energy and Technology, Higher Education and Employment Advancement, Insurance and Real Estate, General Law, Public Safety and Security</td>
</tr>
<tr>
<td>February 8</td>
<td>Labor and Public Employees, Legislative Management, Commerce, Human Services</td>
</tr>
<tr>
<td>February 9</td>
<td>Education, Environment, Planning and Development, Public Health, Transportation</td>
</tr>
<tr>
<td>February 14</td>
<td>Government Administration &amp; Elections, Judiciary</td>
</tr>
</tbody>
</table>
In 2008, the time limit shall be 5 p.m. on February 20 for the committees in Group A and on February 21 for the committees in Group B, the Legislative Management committee and the select committees.

(f) Committee Bill Deadline -- Exception. Requests to the Legislative Commissioners' Office for committee bills or resolutions, based on proposed bills, proposed drafts or proposed resolutions on which subject matter public hearings are held shall be submitted not later than 5 p.m. on the seventeenth calendar day in 2007 and the tenth calendar day in 2008 prior to the committee's reporting out date designated in the schedule shown in Rule 15.

(g) Raised Bill Deadline. In 2007, the time limit for committees to submit requests for raised bills and resolutions to the Legislative Commissioners' Office shall be 5 p.m. on February 14 for the committees in Group A and the Program Review and Investigations Committee, and 5 p.m. on February 13 for the committees in Group B, the Legislative Management Committee, and the select committees. In 2008, the time limit for committees to submit requests for raised bills and resolutions to the Legislative Commissioners' Office shall be 5 p.m. on February 22 for the committees in Group A and the Program Review and Investigations Committee, and 5 p.m. on February 21 for the committees in Group B, the Legislative Management Committee and the select committees.

(h) Raised Bill Deadline -- Exceptions. Notwithstanding the time limits established in this rule, the following may be raised at any time: (1) Bills or resolutions to provide for the current expenses of government, (2) bills or resolutions the Speaker of the House and the President Pro Tempore of the Senate certify in writing to be, in their opinion, of an emergency nature, (3) bills or resolutions which the Governor requests in a special message addressed to the General Assembly, which message sets forth the emergency or necessity requiring the legislation, and (4) the legislative commissioners' revisor's bill.

(i) Form and Introduction of Bills and Resolutions -- Types of Bills and Resolutions in 2008 Session. In the 2008 session only bills and resolutions relating to budgetary, revenue and financial matters, committee bills and resolutions to correct technical defects in the statutes, bills and resolutions raised by committees of the General Assembly and bills and resolutions relating to matters certified in writing by the Speaker of the House and the President Pro Tempore of the Senate to be of an emergency nature may be introduced.

(j) Signing and Filing Bills and Resolutions with Clerks. When a committee bill or resolution or a raised bill or resolution has been prepared by the Legislative Commissioners' Office, it shall be signed by the appropriate committee chairpersons, as provided in Rule 7. The clerk of the committee shall immediately give the bill or resolution to the clerk of the Senate or the House as designated.

SUBSTITUTE BILLS OR RESOLUTIONS

10. A bill or resolution redrafted with a favorable report by a committee shall be reported as a substitute bill or resolution.

Any substitute bill or resolution reported favorably shall be filed in triplicate with the clerk of the chamber where the bill or resolution originated. The yellow-colored copy shall be certified by the clerk and shall be kept at all times in the clerk's office. If the original bill or resolution cannot be located, a copy
THE JOINT RULES

of the certified yellow-colored copy shall be made by the clerk and used in lieu of the original. The clerk shall make a notation on the yellow-colored copy of all action taken on the original.

PETITION FOR PREPARATION OF BILLS OR RESOLUTIONS

11. Not later than 5 p.m. on the seventh calendar day after the deadline of a committee to request the drafting of a committee bill or resolution, set forth in Rule 9, any member of the General Assembly may present to the clerk of the member's chamber, who shall present the same to the Legislative Commissioners' Office, a written petition requesting preparation of a bill or resolution based on a proposed bill, proposed draft or proposed resolution, introduced or co-sponsored by such member and previously referred to such committee, unless the proposed bill, draft or resolution has been scheduled for a subject matter public hearing to be held after the committee's deadline to request a committee bill or resolution, in which case the petition may be presented not later than 5 p.m. on the seventh calendar day before the committee's reporting out date designated in the schedule shown in Rule 15. The petition shall be signed in the original by at least fifty-one House members if a House petition and by at least twelve senators if a Senate petition. The Legislative Commissioners' Office shall prepare the requested bill or resolution and forward it to the clerk of the chamber of origin for processing and referral to the appropriate committee which shall hold a public hearing on the bill or resolution, except that if the committee has already held a subject matter public hearing on the bill or resolution no further public hearing shall be required.

AMENDMENTS

12. All amendments shall be prepared by the Legislative Commissioners' Office and submitted in triplicate, the copies to be on yellow-colored and blue-colored paper of the same size and format as the original. The yellow-colored copy shall be certified by the clerk and shall be kept at all times in the clerk's office.

LEGISLATIVE COMMISSIONERS'
PROCESS AFTER COMMITTEE ACTION

13. (a) Receipt. When a committee reports a bill or resolution favorably it shall be submitted forthwith to the Legislative Commissioners' Office which shall immediately enter the receipt of the bill or resolution in the legislative database and notify the Office of Fiscal Analysis and the Office of Legislative Research of the bill or resolution number and the committee's action.

(b) Examination and Correction. The legislative commissioners shall examine the bill or resolution and make any correction therein as may be necessary for the purpose of avoiding repetition and unconstitutional provisions, and of insuring accuracy in the text and references, clearness and conciseness in the phraseology and consistency with existing statutes. Whenever the legislative commissioners make any changes in a bill or resolution, other than corrections of spelling, grammar, punctuation or typographical errors the correction of which in no way alters the meaning, they shall prepare a statement which describes each change, where it was made, and explicitly why they made the change. This statement shall be entered into the legislative database and printed with the file copy of the bill or resolution and shall bear the same file number as the bill or resolution.
THE JOINT RULES

(c) **Deadline.** Unless the President Pro Tempore and the Speaker consent, in writing, to a request by a legislative commissioner for an extension of time, the Legislative Commissioners' Office shall complete its examination of the bill or resolution within ten calendar days, excluding holidays, after its receipt. If the bill or resolution is approved by a commissioner, the commissioner shall notify the Office of Fiscal Analysis and the Office of Legislative Research of the approval and, if a substitute, furnish each office with a copy of the bill or resolution for preparation of a fiscal note and bill analysis. Unless the President Pro Tempore and the Speaker consent, in writing, to a request by the director of the Office of Fiscal Analysis or the director of the Office of Legislative Research for an extension of time, a legislative commissioner shall transmit the bill or resolution with his or her approval to the clerk of the chamber in which it originated within five calendar days, excluding holidays, after such notice.

(d) **Bills or Resolutions Returned to Committee.** If the commissioner finds upon completion of the examination of a bill or resolution that the bill or resolution is unconstitutional or is already law, the commissioner shall return the bill or resolution to the committee and shall notify the Office of Fiscal Analysis and the Office of Legislative Research of its return. Whenever a bill or resolution has been so returned to the committee, it may nevertheless be reported favorably by the committee and be returned to the Legislative Commissioners' Office for completion of the procedures prescribed above, notwithstanding the provisions of Rule 15. If a bill or resolution is returned after the committee's reporting out date designated in the schedule shown in Rule 15, the committee shall take such action before the start of the session on the third regular session day of the chamber making the referral after the bill or resolution is returned by the Legislative Commissioners' Office. The clerk shall enter it on the calendar under a heading "Favorable Report, Matter Not Approved by Legislative Commissioner" unless the committee reports a substitute bill or resolution which the legislative commissioners approve.

(e) **Change of Reference.** Favorable changes of reference shall be treated as provided in this rule except that no fiscal note or bill analysis shall be required. When a committee votes a straight change of reference, the bill or resolution shall be submitted to the Legislative Commissioners' Office which shall prepare the change of reference jacket and deliver the bill or resolution to the clerk of the chamber of origin. Reading and referral of straight changes of reference shall be by printing in the House and Senate journals.

REPORTING OF BILLS OR RESOLUTIONS

14. Except as provided in Rules 19 and 20, all bills and joint resolutions reported by any committee shall be first reported to the chamber of origin, but any bill or resolution favorably reported by only one chamber shall first be reported to that chamber regardless of the chamber of origin.

FINAL COMMITTEE ACTION

15. (a) **Deadline for Favorable Reports.** The time limit for committees to vote to report favorably and submit bills and resolutions proposing amendments to the constitution and other substantive resolutions to the Legislative Commissioners' Office shall be not later than 5 p.m. on the dates designated in the following schedule:

<table>
<thead>
<tr>
<th>Committee</th>
<th>2007</th>
<th>2008</th>
</tr>
</thead>
<tbody>
<tr>
<td>Aging</td>
<td>March 6</td>
<td>March 6</td>
</tr>
<tr>
<td>Children</td>
<td>March 6</td>
<td>March 6</td>
</tr>
</tbody>
</table>
(b) Hearing Requirement for Favorable Report. Except as provided in Rule 32 (2)(A), no bill and no resolution proposing an amendment to the constitution or other substantive resolution shall be reported favorably by a committee unless a public hearing has been held as provided in Rule 6, but no further public hearing shall be required for a favorable report on a substitute for such bill or resolution, provided the substitute is based on or is germane to the subject matter of the original bill or resolution, or for a bill or resolution petitioned under Rule 11 on which a subject matter public hearing has been held.

(c) Fiscal Notes and Bill Analyses. Any bill reported favorably by any committee which if passed, would affect state or municipal revenue, or would require the expenditure of state or municipal funds, shall have a fiscal note attached, as required by section 2-24 of the general statutes. The fiscal note and a bill analysis shall be printed with the bill and shall bear the same file number as the bill. Any fiscal note printed with or prepared for a bill and any analysis of a bill printed with or prepared for a bill, are solely for the purpose of information, summarization and explanation for members of the General Assembly and
shall not be construed to represent the intent of the General Assembly or either chamber thereof for any purpose. Each such fiscal note and analysis shall bear
the following disclaimer: "The following Fiscal Impact Statement and Bill Analysis are prepared for the benefit of the members of the General Assembly, solely for purposes of information, summarization and explanation and do not represent the intent of the General Assembly or either chamber thereof for any purpose." When an amendment is offered to a bill or resolution in the House or the Senate, which, if adopted, would require the expenditure of state or municipal funds or affect state or municipal revenue, a fiscal note shall be available at the time the amendment is offered. Any fiscal note prepared for such an amendment shall be construed in accordance with the provisions of this rule and shall bear the disclaimer required under this rule.

All bills or resolutions unfavorably reported by a committee shall be submitted to the Legislative Commissioners' Office not later than 5 p.m. on the final reporting out date for favorable reports for that committee, designated in the schedule shown in Rule 15.

The legislative commissioners shall prepare a list of the bills or resolutions submitted to them which at the deadline time for each committee are not printed and in the files and the clerks shall print the same in the House and Senate journals.

(d) Bills or Resolutions Not Acted on by Committee; Bills or Resolutions Not Printed and in Files. All bills or resolutions not acted on by the committees within the time limits established by this section shall be deemed to have failed in committee, except that (1) a bill or resolution shall be reported to the chamber in which it originated if the Speaker of the House and the President Pro Tempore of the Senate certify, in writing, the facts which in their opinion necessitate it being acted on by the General Assembly or (2) if a majority of the members of either chamber present to the clerk of such chamber a written petition as provided by Rule 19, requesting that a bill or resolution be reported, it shall be reported to the chamber in which the petition originated. Any bill or resolution not printed and in the files of the members of the General Assembly may be acted upon by the General Assembly if the Speaker of the House and the President Pro Tempore of the Senate certify, in writing, the facts which in their opinion necessitate an immediate vote on the bill or resolution, in which case a copy of the bill or resolution, accompanied by a fiscal note, shall nevertheless be upon the desks of the members, but not necessarily printed, before it is acted upon.

(e) Bills Authorizing Conveyance of Real Property by State. Notwithstanding any provision of these rules to the contrary (1) no bill authorizing the conveyance of real property, or any interest therein, by the state of Connecticut to any person or entity shall be printed or placed on the calendar or in the files for action unless the bill has received a favorable or unfavorable report from the joint standing committee on government administration and elections, and (2) no bill which has been amended to authorize the conveyance of real property, or any interest therein, by the state of Connecticut to any person or entity shall be passed by either chamber unless such bill, as amended, has been referred to the joint standing committee on government administration and elections, and that committee has reported favorably or unfavorably on such amended bill to the chamber from which it was referred, within two regular session days of the date of referral.

(f) Referral of Bill or Resolution by Chamber to Committee After Deadline. Whenever a bill or resolution favorably or unfavorably reported by one committee is referred by the House or the Senate to another committee after its deadline, that committee, at any time thereafter but before the start of the session on the third regular session day of the chamber making the referral after the date that the motion to refer is adopted, but no later than (1) ten calendar days after such date of adoption if the referral is on or before the last deadline, designated in the schedule in Rule 15(a), for favorable reports, or (2) seven calendar days after such date of adoption if the referral is after said deadline, shall meet to consider the bill or resolution and may report it favorably or
unfavorably, box it or take no action. If the committee reports on the bill or resolution favorably or unfavorably, and the bill or resolution has not been amended in either chamber, the committee may report a substitute bill or resolution, in which case, there shall be a reprinting of the file. If the committee reports favorably or unfavorably, and the bill or resolution has been amended in either chamber, the committee shall include in its report its recommendation on the adoption or rejection of each amendment, and may submit additional amendments to be offered on the floor. In the latter case there shall be no reprinting of the file. The entry on the calendar in both chambers, in each case shall indicate the actions and recommendations of the committee.

**BILLS AND RESOLUTIONS - READINGS**

16. First reading of all bills and resolutions shall be (1) by the acceptance by each chamber of a printed list of bills and resolutions, prepared by the clerks of the House and Senate, setting forth numbers, sponsors, titles and committees to which referred, or (2) by title, number and reference to a committee.

Second reading shall be the report of a committee.

Third reading shall be passage or rejection of a bill or resolution on the calendar. Each bill and each resolution for a constitutional amendment shall receive three readings in each chamber prior to passage, and no bill or resolution for a constitutional amendment shall be read twice on the same day.

**FAVORABLE REPORTS**

17. (a) Committee Clerk's Signature. When the House and Senate members of any committee jointly vote to report a committee or raised bill or resolution favorably, the committee clerk shall sign the committee report form.

(b) Resolutions on Appointments and Nominations. A favorable report by a joint standing committee of a resolution concerning a General Assembly appointment, a nomination requiring joint confirmation and favorable reports of any committee to which executive nominations are referred shall be tabled for the calendar and printed by number and title only. The report may be accepted and the resolution adopted after it has appeared on the calendar for two days.

(c) File Copies Distributed to Members. All bills and all resolutions proposing amendments to the constitution and other substantive resolutions reported favorably by the committees to which they have been referred, or by a majority of the members of the Senate or House committee making the report, before third reading, shall be laid upon the table, and five hundred fifty copies of each bill or resolution together with the number of committee members voting yea and the number voting nay shall be printed under the supervision of the Legislative Commissioners' Office for the use of the General Assembly.

(d) Timing of Action by Chambers. Each bill and each joint resolution proposing an amendment to the constitution and each other substantive resolution so printed shall be in the files and on the calendar with a file number for two session days and shall be starred for action on the session day next succeeding, except that: (1) A bill or resolution certified in accordance with section 2-26 of the general statutes, if filed in the House, may be transmitted to and acted upon first by the Senate with the consent of the Speaker; and if filed in the Senate, may be transmitted to and acted upon first by the House with the consent of the President Pro Tempore, (2) any bill or resolution certified in accordance with section 2-26 of the general statutes may be acted upon immediately and may be transmitted immediately to the second chamber and may be acted upon immediately when received by the second chamber, (3) if one chamber rejects an amendment adopted by the other chamber, the bill or resolution after final action may be transmitted immediately to and may be placed on the calendar immediately in the second chamber, (4) during the last five calendar days of the session, if one chamber rejects an amendment adopted by the other chamber
or adopts an amendment to a bill or resolution received from the other chamber, or takes any action on such bill or resolution requiring further action by the other chamber, the bill or resolution after final action may be transmitted immediately to the second chamber and placed immediately on the calendar and may be acted upon immediately in the second chamber, or (5) during the last five calendar days of the session, any bill or resolution, after final action in one chamber, may be transmitted immediately to the second chamber and may be placed on the calendar immediately in the second chamber.

(e) **Action on Calendar.** All bills and resolutions starred for action shall be acted upon only when reached and any bill or resolution not acted upon shall retain its place on the calendar, unless it is put at the foot of the calendar or unless its consideration is made the order of the day for some specified time.

(f) **Other Provisions.** When the House or Senate members only of a committee vote to report a bill or resolution favorably, the House or Senate chairperson of the committee, as the case may be, shall sign the bill or resolution. When the House members and Senate members of a committee vote to report separate versions of a bill or resolution and each chamber adopts its own version, both bills or resolutions may be referred by a joint resolution to a committee of conference, appointed as provided in Rule 22, with instructions to report a bill or resolution, as the case may be. If no bill or resolution is reported within three session days following the committee's appointment, the committee shall submit an interim report to both chambers and shall continue to report every second session day thereafter until a final decision is reached. If a bill or resolution is agreed upon by the committee it shall be submitted to the Legislative Commissioners' Office as a favorable report for processing as provided in Rule 13. A legislative commissioner shall transmit the bill or resolution with his or her approval to the clerk of the chamber which initiated the joint resolution for a committee of conference and the bill or resolution shall thereupon be tabled for the calendar and printing. The report of the committee may be accepted or rejected, but the bill or resolution may not be amended.

No bill or resolution shall appear on the calendar of either chamber unless it has received a joint favorable or a favorable report of the members of the committee of that chamber, except as provided in this rule or in Rule 19 or 20.

(g) **Roll Call Requirement.** Each bill and each resolution proposing an amendment to the constitution and each other substantive resolution appearing on the regular calendar shall be voted upon by a roll call vote.

### REPRINTING AFTER AMENDMENT

18. Whenever a bill or resolution is substantively amended there shall be no action on passage of the bill or resolution until it has been re-examined by the legislative commissioners for the purposes set forth in Rule 13 and it has been reprinted as amended. The chamber in which the bill or resolution is pending shall not take final action thereon until the reprinted bill or resolution has been distributed to the members. This rule shall not apply to amendments offered solely for the purposes of correcting clerical defects or imperfections, such as but not limited to, grammatical or spelling errors or mistakes as to form or dates, or to make other changes which do not alter the substance of a bill or resolution. Reprinting of amended bills or resolutions shall not be required for bills or resolutions passed after June 2, 2007, for the 2007 session and May 3 for the 2008 session.

### PETITION FOR COMMITTEE REPORT

19. Upon presentation to the clerk of either chamber of a petition signed in the original by not less than a majority of the members of either chamber requesting a joint standing committee to report a bill or resolution in its possession, the clerk shall immediately give notice to the committee of the filing of
the petition. The petition may not be presented sooner than the day following the committee's deadline, designated in the schedule shown in Rule 15, to report the bill or resolution out of committee and not later than 5 p.m. on the seventh calendar day after that deadline. Within two regular session days thereafter the committee shall report the bill or resolution with or without its recommendations to the chamber from which the petition was received. If no recommendation is made, the bill or resolution shall be considered as having received an unfavorable report and the procedures in Rule 20 shall be followed. Each petition or page of the petition shall contain a statement of its purpose and may be circulated only by a member of the chamber whose clerk will receive the petition. If the committee members of one chamber vote to report a bill or resolution favorably, the petition so circulated and presented to the clerk may be signed only by the members of the other chamber.

Any bill or resolution so petitioned, except those carrying or requiring appropriations, shall not be referred to any other committee without first having been voted upon by the House or Senate. Those carrying or requiring appropriations shall be referred first to the joint standing committee on Appropriations. The Appropriations committee shall, within two session days after such reference, report such bill or resolution back to the chamber in which the petition originated with either a favorable or unfavorable report thereon and the bill or resolution shall then be voted upon. In the event of a conflict between the report of the original committee and that of the Appropriations committee, the vote shall be on the report of the Appropriations committee.

UNFAVORABLE REPORTS

20. All bills and resolutions reported unfavorably shall first be printed under the supervision of the legislative commissioners, without correction and without their approval, and shall be in the files and on the calendar as if favorably reported but shall appear on the calendar under the heading "Unfavorable Reports." If the unfavorable report is rejected by the chamber of origin, the bill or resolution shall be returned to the legislative commissioners for their approval and reprinting in final form, except that in the case of an unfavorable report of the committee on judiciary of a judicial nomination or of a nomination of a workers' compensation commissioner, the resolution shall not be returned to the legislative commissioners and may be acted upon immediately. If the bill or resolution is returned to the legislative commissioners after May 23, 2007 in the 2007 session or April 23, 2008 in the 2008 session, the legislative commissioners shall transmit the bill or resolution, with or without approval, to the clerk of the chamber from which it was received, not later than five calendar days after it is received. It shall then be in the files, with special marking on the calendar, as if favorably reported with a file number for two session days and starred for action on the session day next succeeding in the chamber of origin. If the unfavorable report is accepted by the chamber of origin, the bill or resolution shall be lost.

When an unfavorable report is rejected by the first chamber and the bill is passed or the resolution adopted by that chamber, it shall then be in the files and on the calendar of the other chamber, but shall appear on the calendar under the heading "Unfavorable Reports".

RECALL FROM OTHER CHAMBER FOR RECONSIDERATION

21. No resolution or motion to recall a bill, resolution or other matter from the other chamber shall be allowed for the purpose of reconsideration or amendment after the time has elapsed for the reconsideration of any vote thereon except when there has clearly been a mistake in such vote or an error in the language of the bill, resolution or other matter.

COMMITTEE OF CONFERENCE
22. (a) *Appointment of Committee.* When one chamber rejects an amendment adopted by the other chamber, the bill or resolution shall be returned to the other chamber for further action. If that chamber readopts the rejected amendment, the readoption constitutes a matter for a committee of conference, and a committee of conference shall be appointed by the Speaker and the President Pro Tempore. The committee of conference shall be comprised of three members from each chamber. If the vote has not been unanimous there shall be at least one member of the committee who was not on the prevailing side in such member's chamber, except that in all cases, at least one member in each chamber shall be a member of the minority party.

(b) *Committee Reports.* The committee may propose any changes within the scope of the bill or resolution, but any action, including changes, taken by the committee shall be by a majority vote of the members of each chamber on the committee. The committee report shall be made to both chambers at the same time. The committee report shall contain the following information: The bill or resolution number and title, the members of the committee, the action of the committee, indicating the adoption or rejection of each House or Senate amendment previously adopted, identified by schedule letter, which accompanied the bill or resolution, the adoption of a new amendment, if any, and the signature of the members of the committee accepting or rejecting the report. A member's refusal to sign shall be deemed a rejection. Any new amendment shall be prepared by the Legislative Commissioners' Office and shall be attached to and made a part of the report and shall be identified by a schedule letter of the chamber which created the disagreeing action.

(c) *Action by Chambers.* Each chamber shall vote to accept or reject the report. A vote by either chamber to accept the report of the committee shall be final action by that chamber on the bill or resolution. If both chambers vote to accept the report of the committee, the bill is passed or the resolution is adopted as of the time the last chamber votes to accept the report. If either chamber rejects the report of the committee, the bill or resolution is defeated and the second chamber shall not be required to consider the committee report. The report of the committee may be accepted or rejected, but it may not be amended.

**RETURN OF BILL FROM GOVERNOR OR LEGISLATIVE COMMISSIONERS**

23. Whenever a bill has passed both chambers and has been transmitted to the Governor for approval, or to the legislative commissioners for engrossing, if either chamber desires its return for further consideration, it may, by resolution adopted by both chambers, appoint a joint committee of one senator and two representatives to be sent to the Governor or the commissioners to request them to return the bill. In the case of a bill transmitted to the Governor, if the Governor consents, and in the case of a bill transmitted to the legislative commissioners, the bill shall be returned first to that chamber in which the motion for its return originated, and the bill may then be altered or totally rejected by a concurrent vote of the two chambers; but, if not altered or rejected by concurrent vote, it shall be again transmitted to the Governor or the legislative commissioners, as the case may be, in the same form in which it was first presented to the Governor or legislative commissioners.

**EXAMINATION OF BILLS AND RESOLUTIONS**

24. (a) *Examination and Correction.* All bills, and all resolutions proposing amendments to the constitution, when finally passed, shall be examined immediately by the legislative commissioners. If the legislative commissioners find that any correction should be made in the text, they shall report it to the committee on legislative management. If the committee believes that no correction should be made, it shall so inform the legislative commissioners. If the committee believes a correction should be made, it shall so inform the legislative commissioners who shall report the bill or resolution to the chamber which
THE JOINT RULES

last took action upon it, with the proposed correction in the form of an amendment, within five calendar days, Sundays and holidays excepted, after its passage.

(b) Consideration of Proposed Correction. The report shall be placed at the head of the calendar, and shall take precedence of all other business on the calendar; and the only question on the report shall be, "Shall the proposed amendment be adopted?" If the proposed amendment is adopted by both chambers, the bill or resolution shall stand as amended. If the proposed amendment is rejected by either chamber, the bill or resolution shall not be transmitted to the other chamber, but shall stand as originally passed. If, in the consequence of the adjournment of the General Assembly subject to reconvening for the consideration of vetoed bills or for any other reason, any bill or resolution which has been passed by both chambers fails to be amended as recommended by the commissioners, the bill or resolution shall stand as originally passed.

ENGROSSING OF BILLS AND RESOLUTIONS

25. All bills, all resolutions proposing amendments to the constitution and all resolutions memorializing Congress when finally passed shall be engrossed under the direction of the legislative commissioners, and immediately thereafter shall be transmitted to the clerks. The legislative commissioners shall carefully compare all engrossed bills and resolutions with the bills and resolutions as finally passed, and a commissioner shall certify by his or her signature to the correctness of the engrossed copies. As soon as engrossed and certified, as herein provided, the bill or resolution and amendment shall be presented to the House and Senate clerks, who shall sign the engrossed and certified copies.

TRANSMITTAL TO GOVERNOR

26. (a) Transmittal of Copy. On the passage of a bill by both chambers, the clerk of the chamber last taking action thereon shall forthwith cause a copy to be sent to the Governor.

(b) Engrossed Bills and Resolutions. Each bill and resolution, with the engrossed copy, shall be transmitted by the clerks of the House and Senate to the Secretary of the State as soon as it has been signed, as herein provided, and not later than the twelfth day after the expiration of the time allowed for reconsideration under the rules of the General Assembly, Sundays and legal holidays excepted; and the Secretary of the State shall forthwith present the engrossed copy of each bill to the Governor for approval.

(c) Records of Transmittal. The Secretary of the State shall give the clerks a receipt for each bill or resolution, and shall notify them of the date and hour at which each bill was presented to the Governor. The Secretary of the State shall give the Governor a receipt showing the date and hour at which the Governor approved it or returned it to the Secretary of the State with a statement of his or her objections and shall notify the clerks of the dates and hours. The clerks shall record the dates and hours of presentation and approval or return in the journals of the House and Senate.

(d) Immediate Transmittal. The chamber last taking action on a bill, before engrossing, may order immediate transmittal of the bill to the Governor, in which case the clerk of that chamber shall forthwith present the bill to the Governor, taking a duplicate receipt therefor showing the date and hour at which the bill was deposited in the executive office, one of which receipts the clerk shall deliver to the Secretary of the State. Except as provided in this subsection, a bill shall be transmitted to the Governor only after engrossing.
THE JOINT RULES

BILLS AND RESOLUTIONS NOT REPORTED

27. The official copies of all bills and joint resolutions not reported by committees shall be delivered to the Secretary of the State by the clerk of the committee.

DISTURBANCES

28. If there is any disturbance, disorderly conduct or other activity in or about the State Capitol or the grounds thereof which, in the opinion of the President Pro Tempore and the Speaker, may impede the orderly transaction of the business of the General Assembly or any of its committees, they may take whatever action they deem necessary to preserve and restore order.

AMENDMENT AND SUSPENSION OF RULES

29. These rules shall not be altered, amended or suspended except by the concurrent vote of at least two-thirds of the members present in each chamber.

Motions to suspend the rules shall be in order on any session day.

Suspension of the rules shall be for a specified purpose. Upon accomplishment of that purpose, any rule suspended shall be again in force.

RESTRICTIONS

30. (a) Smoking. No person shall smoke in the capitol or legislative office building except in a separately designated room which is designated as a smoking area by the joint committee on Legislative Management.

(b) Nonpartisan Offices. Lobbyists shall be prohibited from the Legislative Commissioners' Office, the Office of Fiscal Analysis and the Office of Legislative Research but not from the legislative library.

(c) Wireless Telephones. No person shall operate a wireless telephone or similar device in the senate chamber while the senate is meeting, in the house chamber while the house is meeting, or in any room while a committee is meeting or holding a public hearing in that room.

COLLECTIVE BARGAINING AGREEMENTS

31. When a collective bargaining agreement, negotiated under the provisions of chapter 68 of the general statutes, or a supplemental understanding reached between the parties to such agreement, or an arbitration award resulting from an arbitration proceeding under that chapter, is submitted to the General Assembly for approval as provided in section 5-278 of the general statutes, the following procedures shall apply:

(1) In the case of a collective bargaining agreement or supplemental understanding, the bargaining representative of the employer shall submit one executed copy and five copies of the agreement, or of the master agreement and individual working agreements or the supplemental understanding, to the clerk of the House, and one executed copy and five copies to the clerk of the Senate. In the case of an arbitration award, the bargaining representative of the employer shall submit five copies of the arbitration award, signed by the arbitrator, and a statement setting forth the amount of funds necessary to implement the award, to the clerk of the House and to the clerk of the Senate. The bargaining representative of the employer shall submit with such agreement,
THE JOINT RULES

supplemental understanding or award: (A) A list of the sections of the general statutes or state agency regulations, if any, proposed to be superseded, and (B) the effective date and expiration date of the agreement, supplemental understanding or award. An agreement shall be deemed executed only when it has been approved, in the case of an executive branch employer, including the division of criminal justice, by the Governor's designee, in the case of a judicial branch employer, by the chief administrative officer or such officer's designee, and in the case of a segment of the system of higher education, the chairperson of the appropriate board of trustees, and by the executive committee or officers of the respective bargaining unit or units and has been ratified by the membership of such bargaining unit or units.

(2) (A) During periods when the General Assembly is in session, the agreement or supplemental understanding or the award shall be stamped by the clerks with the date of receipt and, within two calendar days thereafter, the Speaker of the House and the President Pro Tempore of the Senate shall cause separate House and Senate resolutions to be prepared proposing approval of the agreement or supplemental understanding or, in the case of an award, separate House and Senate resolutions concerning the sufficiency of funds for implementation of the award. Each resolution shall be given a first reading in the appropriate chamber. Resolutions proposing approval of a collective bargaining agreement or a supplemental understanding, together with a copy of the agreement or award, shall be referred to the committee on Appropriations. With respect to each resolution referred to the committee on or before the deadline of the committee to report favorably on a bill or resolution as designated in the schedule shown in Rule 15, the committee shall hold a public hearing on each such resolution, and within fifteen days after the referral, shall report the appropriate resolutions approving or disapproving the agreement or supplemental understanding or concerning the sufficiency of funds for implementation of the award to the House and the Senate, notwithstanding the provisions of Rule 15. If the Appropriations committee fails to take action within the time period set forth in this rule, the agreement or supplemental understanding shall nevertheless be deemed approved or, in the case of an award, the sufficiency of funds affirmed and the resolutions shall be reported to the House and the Senate as favorable reports.

(B) If an agreement or supplemental understanding is reached or an arbitration award is made during the interim between sessions, the provisions of subsection (b) of section 5-278 of the general statutes, as amended, shall apply.

(3) Each resolution, favorably or unfavorably reported, shall be read in, and tabled for the calendar and printing, in the appropriate chamber. Copies of the master agreement and individual working agreements, identified by the resolution numbers, copies of the salary schedules and appendices, and copies of the arbitration awards, identified by the resolution numbers, and the statements setting forth the amount of funds necessary to implement the awards, shall be made available in the clerks' offices.

(4) The Office of Fiscal Analysis shall prepare an analysis of each agreement, supplemental understanding and award and a fiscal note both of which shall be upon the desks of the members, but not necessarily printed in the files, before the resolution is acted upon.

(5) The respective resolutions shall be in the files and on the calendar with a file number for two session days and shall be starred for action on the session day next succeeding unless it has been certified in accordance with section 2-26 of the general statutes. The House and the Senate shall vote to approve or reject each resolution proposing approval of a collective bargaining agreement or a supplemental understanding and each resolution concerning the
THE JOINT RULES

sufficiency of funds for implementation of an arbitration award within thirty days after the date of the filing of the agreement, supplemental understanding or award with the clerks of the House and Senate.

(6) Notwithstanding the provisions of Rule 15, when a resolution proposing approval of a collective bargaining agreement or a supplemental understanding or a resolution concerning the sufficiency of funds for implementation of an arbitration award is referred to the committee on Appropriations after the deadline of the committee to report favorably on a bill or resolution as designated in the schedule shown in Rule 15, but was filed more than thirty days before the end of a regular session, the committee may act on such resolutions provided it reports such resolutions to the House and Senate not later than twelve days after such referral.

(7) If the General Assembly is in regular session when an award, agreement or supplemental understanding is filed with the clerks, it may vote to approve or reject such award, agreement or supplemental understanding within thirty days after the date of filing. If the General Assembly does not vote to approve or reject such award, agreement or supplemental understanding within such thirty days, the award, agreement or supplemental understanding shall be deemed approved. If the regular session adjourns prior to such thirtieth day and the award, agreement or supplemental understanding has not been acted upon, the award, agreement or supplemental understanding shall be deemed to be filed on the first day of the next regular session.

AGREEMENTS OR STIPULATIONS UNDER SECTION 3-125a

32. When an agreement or stipulation is submitted to the General Assembly as provided in section 3-125a of the general statutes, the following procedures shall apply:

(1) Six copies of the agreement or stipulation shall be submitted to the clerk of the House, and six copies to the clerk of the Senate.

(2) (A) During periods when the General Assembly is in session, the agreement or stipulation shall be stamped by the clerks with the date of receipt and, within two calendar days thereafter, the Speaker of the House and the President Pro Tempore of the Senate shall cause separate House and Senate resolutions to be prepared proposing approval of the agreement or stipulation. Each resolution shall be given a first reading in the appropriate chamber. The President Pro Tempore and the Speaker shall designate the committees of cognizance and the committees, if any, that will hold a public hearing on each agreement or stipulation. Each resolution, accompanied by the agreement or stipulation, shall be referred to the committees of cognizance, which shall report thereon.

(B) If an agreement or stipulation is submitted during the interim between regular sessions, it shall be deemed to be submitted on the first day of the next regular session.

(3) Each resolution, favorably or unfavorably reported, shall be read in, and tabled for the calendar and printing, in the appropriate chamber.

(4) The Office of Fiscal Analysis shall prepare an analysis of each agreement or stipulation and a fiscal note both of which shall be upon the desks of the members, but not necessarily printed in the files, before the resolution is acted upon.

(5) The resolution shall be in the files and on the calendar with a file number for two session days and shall be starred for action on the session day next succeeding unless it has been certified in accordance with section 2-26 of the general statutes. The House and the Senate may vote to approve or reject each resolution within thirty days of the date of submittal of the agreement or stipulation.
(6) Notwithstanding the provisions of Rule 15, when an agreement or stipulation is referred to a committee of cognizance after the deadline of the committee to report favorably on a bill or resolution as designated in the schedule shown in Rule 15, but not later than the time of submission specified in subdivision (7) of this rule, the committee may act on such resolution provided it reports such resolution not later than twelve days after such referral.

(7) Any agreement or stipulation submitted to the clerks within thirty days before the end of a regular session and not acted upon dispositively before the end of such session shall be deemed to be submitted on the first day of the next regular session.

SPECIAL SESSIONS

33. A majority of the total membership of each chamber shall be required for the calling of a special session by the General Assembly.

INTERIM

34. (a) **Meetings.** During the interim between sessions, chairpersons of a committee may schedule meetings on any day. Notice of the time and place of committee meetings shall be given to the staff of the joint standing committee on Legislative Management.

(b) **Public Hearings.** A committee may hold subject matter public hearings on any subject and on specified proposed bills and proposed resolutions, and on committee and raised bills and resolutions. Notice of any public hearing shall be given, not later than ten calendar days before the hearing, to the office of the joint standing committee on Legislative Management for appropriate publication by that office at least five calendar days in advance of the hearing. The notice shall contain the place, time and the general subject matter of the hearing and the title of the bills or resolutions, if any, to be considered. In no event shall a bill or resolution be listed for a public hearing unless the committee holding the public hearing has copies available for the public. For the purpose of meeting the hearing requirements under this rule, the day of publication by the staff of the Legislative Management committee and the day of the hearing shall both be counted as full days.

(c) **Raised Bills - Hearing During Session Required.** In the interim between the 2007 and 2008 sessions, a committee may, after October 1, 2007, raise bills and resolutions for public hearing and consideration in the interim but no such bill or resolution shall be reported by any committee unless a public hearing has been held during the 2008 session, notice of which has been given, as provided in subsection (b) of this rule, on or after February 6, 2008.
RULES TO REGULATE THE PROCEEDINGS OF THE SENATE OF THE STATE OF CONNECTICUT

Resolved by the Senate:

That the following are the Senate Rules for the 2007 and 2008 sessions:

1. The President shall take the chair on each session day, at the hour to which the Senate stands adjourned. The President shall thereupon call the Senate to order and after prayer and recitation of the pledge of allegiance, if a quorum is present, proceed to business.

2. In the absence of a quorum, the President may adjourn the Senate to a subsequent time on that day or to the next session day. At all other times an adjournment shall be pronounced by the President on motion.

3. The President shall preserve order and decorum and shall decide all questions of order, upon which no debate shall be allowed except at the request of the President; but the decision shall be subject to an appeal to the Senate which must be seconded and on which no member shall speak more than once. No other business shall be in order until such appeal is disposed of.

4. The President shall rise to put a question or to address the Senate, but may read sitting.

5. If there is any disturbance, disorderly conduct or other activity in or about the Senate Chamber which, in the opinion of the presiding officer, may impede the orderly transaction of the business of the Senate, the presiding officer may take such action as is deemed necessary to preserve and restore order.

6. If the President while presiding wishes to leave the chair, the president pro tempore shall preside, or, in the absence of the president pro tempore, the president pro tempore's designee shall preside for a period not exceeding one day.

7. Within one week after appointment, the President Pro Tempore shall nominate a chaplain and up to three deputy chaplains, and if such nominations are confirmed by the Senate by a majority vote, the candidates so nominated and confirmed shall serve for the 2007 and 2008 sessions.

8. The clerk shall keep a journal of the Senate, and shall enter therein a record of each day's proceedings and record any amendment that may be offered to any bill or resolution.

9. (a) Upon acceptance of a Senate agenda, the clerk's office shall act upon the items listed as indicated and shall incorporate the items by reference in the Senate journal and Senate transcript. The clerk shall keep a Calendar on which he or she shall enter daily (1) all bills and joint resolutions received from the House for action except (a) bills and resolutions which do not have a favorable report of a joint committee which shall, upon being read by the clerk, be referred without further action to the appropriate committee, (b) all bills and joint resolutions received from the House for action by the Senate which have not been referred by the Senate to any committee, and (2) all bills and resolutions favorably reported to the Senate from any committee; and these shall be entered on the Calendar in the order in which they are received. Each joint resolution proposing an amendment to the constitution and each bill so entered shall be printed and in the files and on the Calendar, with a file number for two session days and shall be starred for action on the session day next succeeding, except that: (A) A resolution may be acted on in accordance with joint rule 17(b), (B) a bill or resolution certified in accordance with section 2-26 of the general statutes, if filed in the House, may be transmitted to and acted upon first by the Senate with the consent of the speaker; and if filed in the Senate, may be transmitted to and acted upon first by the House with the consent of the president pro tempore, (C) any bill or resolution certified in accordance with section
THE SENATE RULES

2-26 of the general statutes, may be acted upon immediately in the first house, may be transmitted immediately to the second house and may be acted upon immediately when received by the second house, (D) if the Senate rejects an amendment adopted by the House, the bill or resolution after final action by the Senate may be transmitted immediately to the House, or if the House rejects an amendment adopted by the Senate, the bill or resolution when received from the House may be placed immediately on the Calendar, (E) during the last five calendar days of the session, if the Senate rejects an amendment adopted by the House, or adopts a Senate amendment to a bill or resolution received from the House, or takes any action on the bill or resolution requiring further action by the House, the bill or resolution after final action in the Senate, may be transmitted immediately to the House, or if the House rejects an amendment adopted by the Senate or adopts a House amendment to a bill or resolution received from the Senate, or takes any action on the bill or resolution requiring further action by the Senate, the bill or resolution when received from the House may be placed immediately on the Calendar, (F) during the last five calendar days of the session, any bill or resolution after final action by the Senate may be transmitted immediately to the House, or (G) during the last five calendar days of the session, any bill or resolution received by the Senate after final action by the House may be placed on the calendar immediately. All bills and resolutions starred for action shall be acted upon only when reached in their regular order, and any bill or resolution passed over when so reached shall retain its place on the Calendar unless it is passed temporarily, put on the foot of the Calendar or its consideration is made the order of the day for some specified time.

(b) On any day that is not scheduled as a session day, the President Pro Tempore and the Minority Leader, or their designees, may call the Senate into session for purposes of transacting business of a procedural nature by filing with the clerk or the clerk's designee a written instruction to conduct a pro forma Senate session with or without the presence of a senator. Said direction shall include a written motion to adopt the day's Senate agenda and act on all items as indicated and incorporate the items by reference into the Senate journal and Senate transcript. Said motion shall be read into the record and shall have the same force and effect as if the Senate were convened with a presiding officer and senator.

10. The clerk shall retain all bills, resolutions and other papers, in reference to which any member has a right to move a reconsideration, until the right of reconsideration has expired, and no longer.

11. The clerk shall also keep a record of all petitions, resolutions, and bills for all acts which are presented for the consideration of the Senate, and said record shall be so kept as to show by a single reference the action of the Senate on each of them to that date.

12. The assistant clerk shall have the same powers and perform the same duties as the clerk, subject to the direction of the clerk. The bill clerk and the journal clerk shall perform such duties as are assigned to them by the clerk.

13. The clerk shall cause the journals and calendars to be distributed on the desks of the members daily, before the opening of the session.

14. No member shall speak more than twice upon the same question without leave of the Senate, except to explain.

15. No member who is interested in the decision of any question in such manner that he or she cannot vote thereon may stay in the Senate when such question is discussed or decided.

16. If a member, in speaking or otherwise, transgresses the rules and order of the Senate, the president shall, or any member may, call such member to order; and if speaking, such member shall sit down, unless permitted to explain; and if a member is guilty of a breach of any of the rules and orders, such
member may be required by the Senate, on motion, to make satisfaction therefor, and until satisfaction has been made shall not be allowed to vote or speak except by way of excuse.

17. If a candidate for the Senate notifies the clerk on or before the opening day of the session that such candidate contests the results of the election for his or her district, a committee of three shall be appointed by the President Pro Tempore within the first two days of the session. If a candidate for the Senate in a special election notifies the clerk no later than fourteen days following such election that such candidate contests the results of the election for his or her district, a committee of three shall be appointed by the president pro tempore no later than sixteen days following such election. The committee shall take into consideration such contested election and report the facts with its opinion thereon.

18. The majority leader, other leaders of the majority party in the Senate and the chairperson and vice chairpersons of each standing and select committee shall be appointed by the president pro tempore of the Senate. Chairpersons and vice chairpersons shall serve at the pleasure of the president pro tempore and the majority leader. The clerks of the standing and select committees and the chairpersons of the subcommittees thereof shall be appointed by the chairpersons of the respective committees with the approval of the president pro tempore of the Senate. The minority leader shall be elected by the members of the minority party in the Senate and the other leaders of the minority party in the Senate shall be appointed by the minority leader. The minority leader shall appoint ranking minority members to each standing and select committee. Such ranking members shall serve at the pleasure of the minority leader. All standing and select committee members shall be appointed by the president pro tempore by the fifth regular session day of the first year of the term, except to fill a vacancy caused by death or incapacity or resignation from the Senate or from a committee; and except that the president pro tempore may appoint any member elected after the fifth regular session day of the first year of the term to any committee within five calendar days after the member takes the oath of office. Not more than nine senators shall be appointed to any standing committee, except that the joint standing committees on Appropriations and Finance, Revenue and Bonding shall consist of not more than eleven senators. The member first named shall be chairperson. The chairperson of each committee may appoint one of the members of the committee as clerk thereof. All Senate leaders, standing committee assignments, chairpersons, vice chairpersons and clerks and subcommittee chairpersons shall serve for both the 2007 and the 2008 sessions.

19. The order of business shall be as follows:

1. Reception of petitions.
2. Reception of communications from the Governor, secretary of the state, annual and biennial reports, interim committee reports and reports
3. Introduction of bills and resolutions.
4. Reports of committees.
5. Reception of business from the House.
8. Miscellaneous business.
9. Resolutions removed from consent calendar.
**THE SENATE RULES**

20. Before any petition or resolution is received, a brief statement of its object shall be made by the introducer.

21. When a motion is made, it shall be stated to the Senate by the president before any debate is had thereon, and every motion shall be reduced to writing if the president so directs or any member desires it.

22. When a motion is stated by the president, or read by the clerk, it shall be deemed to be in the possession of the Senate. It may be withdrawn by the mover at any time before decision or amendment, but not after amendment, unless the Senate gives leave.

23. If the question under debate consists of two or more independent propositions any member may move to have the question divided. The president shall rule on the order of voting on the divisions of a question.

24. The yeas and nays shall be taken on the roll call machine on all final action on bills on the regular calendar and on all other questions at the desire of one-fifth of the members present, expressed at any time before a declaration of the vote.

25. Whenever the result of a vote as stated by the presiding officer is doubted, it shall be taken again by rising.

26. When a vote has been taken, it shall be in order for any senator on the prevailing side to move for a reconsideration thereof on the day of the vote or on the next succeeding session day, if the bill is still in the possession of the Senate; provided also that there shall be no reconsideration of the following motions: To adjourn, for the previous question or to reconsider, and no question shall be twice reconsidered.

27. Pairs may be made by senators whose votes if they were present would be cast on opposite sides of any question, by filing with the clerk of the Senate a memorandum, containing the names of the senators, and their votes, who are thus paired and the subject matter or matters to which such pairs apply. Senators making any such pairs shall be excused from voting upon the merits of the matters involved while the pair continues, but no pairs shall operate while both of the senators paired are present.

28. Persons, other than members of the General Assembly, shall not be permitted on the floor of the Senate while it is in session. Lobbyists shall be prohibited from the floor of the Senate on any day during which the Senate is in session except during a public hearing in the Senate chamber. This rule shall not apply to the staff of the General Assembly, to any state or municipal official or member of the media who has been given permission to be on the Senate floor by the president of the Senate, president pro tempore, majority leader or minority leader, or to persons invited to the Senate for purposes of recognition or ceremony. Other persons who desire to speak with a member of the Senate while it is in session shall communicate such desire through one of the messengers and shall not converse with such member in the chamber while the Senate is in session.

29. When a question is under debate, no motion shall be received except:

   1. To adjourn.
   2. To recess.
   3. For the previous question.
   4. To close the debate at a specified time.
5. To pass temporarily.
6. To pass retain.
7. To postpone to a certain time.
8. To commit or recommit.
9. To divide the question.
10. To amend.
11. To refer to another committee.
12. To postpone indefinitely.
13. To place at foot of calendar.

These several motions shall have precedence in the order listed in this rule, and no motion to commit or recommit, to continue to the next General Assembly or to postpone indefinitely, having been once decided, shall be again allowed at the same session and at the same state of the bill or subject matter.

30. Amendments shall be filed with the clerk of the Senate before 12 noon on the day the bill is acted upon. Exceptions to this rule shall be allowed (1) upon approval of any two of the following: The president pro tempore, the majority leader of the Senate, the minority leader of the Senate or (2) in the case of bills or resolutions not starred for action or bills or resolutions reported in accordance with subparagraph (a) of paragraph (d) of Rule 15 of the joint rules of the Senate and the House of Representatives.

Any member who offers an amendment, originating in the Senate which, if adopted, would reduce state revenues or increase state expenditures by a specified amount or which would involve a significant fiscal impact, shall make available to the president, president pro tempore, the majority leader of the Senate and the minority leader of the Senate at the time the amendment is offered, in addition to a fiscal note, a signed and typewritten explanation, of the decrease in expenditures or the source of the increased revenues required to balance the state budget.

Whenever a bill or resolution is substantively amended, it may be referred to the legislative commissioners to be re-examined for the purposes set forth in Rule 13 of the joint rules of the Senate and the House of Representatives and to be reprinted as amended. The legislative commissioners' office shall complete its examination of any such bill within three calendar days of its receipt. It shall then be printed in the files with a file number and marked on the calendar starred for action on the session day on which it appears.

31. There shall be a consent calendar on which shall be entered such bills and resolutions as the majority and minority leaders of the respective house shall designate. All bills and resolutions starred for action on the consent calendar shall be passed on motion without discussion unless, at any time before voting has commenced, a member requests removal of a bill or resolution from the consent calendar in which case such bill or resolution shall be so removed.

32. The rules of parliamentary practice comprised in the 2000 edition of Mason's Manual of Legislative Procedure shall govern the Senate whenever applicable and whenever they are not inconsistent with the standing rules and order of the Senate or the joint rules of the Senate and House of Representatives.
THE SENATE RULES

33. The rules of the Senate shall take precedence over the joint rules of the Senate and House of Representatives or Mason's Manual of Legislative Procedure in the event of conflict.

34. No person shall smoke in the Senate chamber or the gallery. No person shall operate a wireless telephone or similar device in the Senate chamber or gallery while the Senate is in session. No person shall operate a laptop computer or similar device in the Senate gallery while the Senate is in session. The presiding officer shall enforce this rule.

35. These rules shall not be altered, amended or suspended except by vote of at least two-thirds of the members present.

Motions to suspend the rules shall be in order on any session day. Suspension of a rule shall be for a specified purpose; after the accomplishment of such purpose, the rule shall remain in force as before.

36. Every member present in the Senate Chamber when a question is put by the presiding officer shall vote, unless excused under Rule 15.
Resolved by this House:

That the following shall be the rules to regulate the proceedings of the House of Representatives for the 2007 and 2008 sessions:

THE SPEAKER.

1. The speaker shall take the chair every day at the hour to which the House has adjourned and shall immediately call the House to order and, after prayer and recitation of the pledge of allegiance, proceed to business if a quorum is present.

2. In the absence of a quorum, the speaker may adjourn the House to a later time or to the next session day. At all other times an adjournment shall be pronounced by the speaker on motion.

3. The speaker shall preserve order and decorum and shall decide all questions of order and discipline, upon which no debate shall be allowed except at the speaker's request, but the decision, shall be subject to an appeal to the House, which must be seconded and on which no member shall speak more than once. No other business shall be in order until the disposition of such appeal.

4. The speaker shall rise to put a question or to address the House.

5. If there is any disturbance, disorderly conduct or other activity in or about the House chamber which, in the opinion of the speaker, may impede the orderly transaction of the business of the House of representatives, the speaker may take such action as the speaker deems necessary to preserve and restore order.

6. If the speaker wishes to leave the chair, a deputy speaker or a member may be designated by the speaker to perform the duties of the chair.

7. If the speaker or a deputy speaker or the member named by the speaker in accordance with the preceding rule, is absent at the hour to which the House has adjourned, the clerk shall call the House to order and first business shall be the election of an acting speaker, which shall be done immediately without debate, by ballot or otherwise, as the House shall determine, also without debate; and the person thus elected shall preside in the House and discharge all the duties of the speaker until the speaker's return. In the case of the death, resignation or permanent disability of the speaker, a deputy speaker shall then call the House to order and the first business shall be the election of a speaker, which the House shall immediately proceed to do without debate. The person thus elected shall immediately assume the duties of speaker during the continuance of the General Assembly.

DEPUTY SPEAKERS

8. There shall be such deputy speakers as determined and appointed by the speaker of the House. The speaker shall designate a deputy speaker to assume the duties of the speaker in the speaker's absence.

THE CHAPLAIN
THE HOUSE RULES

9. Within one week after the appointment of the speaker, the speaker shall nominate a chaplain, and if such nomination is confirmed by the House by a majority vote, the candidate so nominated and confirmed shall be chaplain for the regular sessions and any special sessions during the 2007-2008 legislative term.

CLERK

10. The clerk shall keep a journal of the House, and shall enter therein a record of each day's proceedings, record any amendment that may be offered to any bill or resolution and record the date of filing of an agreement, award or stipulation that is filed in accordance with Joint Rule 31 or 32.

11. The clerk shall keep a calendar and shall enter daily on such calendar (1) all bills and joint resolutions received from the senate except (a) bills and resolutions which do not have the favorable report of a joint committee which shall, upon being read by the clerk, be referred without further action to the appropriate committee and (b) all bills and joint resolutions received from the senate which have not been referred by the House to any committee; and (2) all bills and resolutions favorably reported to the House from any committee and these shall be entered on the calendar in the order in which they are received. Each joint resolution proposing an amendment to the constitution and each bill so entered shall be printed and in the files and on the calendar for two session days with a file number and shall be starred for action on the session day next succeeding, except that: (A) A bill or resolution certified in accordance with section 2-26 of the general statutes, if filed in the House, may be transmitted to and acted upon first by the senate with the consent of the speaker; and if filed in the senate, may be transmitted to and acted upon first by the House with the consent of the president pro tempore, (B) any bill or resolution certified in accordance with section 2-26 of the general statutes may be acted upon in the House (i) on the same session day it is placed on the desks of the members, except it may not be acted upon less than six hours after the House is called to order or less than six hours after it is placed on the desks of the members, whichever is later, (ii) at any time on the next session day following the day it is placed on the desks of the members, or (iii) during the last five calendar days of the session, immediately, and in any such case may be transmitted immediately to the senate, (C) if the House refers a bill or resolution to another committee and that committee favorably reports the bill or resolution not as a substitute on the same session day as the House referral, the clerk shall immediately enter the bill or resolution on the calendar and the House may act upon it on the same session day, (D) if the House rejects an amendment adopted by the senate, the bill or resolution after final action in the House, may be transmitted immediately to the senate, or if the senate rejects an amendment adopted by the House, the bill or resolution when received from the Senate may be placed immediately on the calendar, (E) during the last ten calendar days of the session, if the House rejects an amendment adopted by the senate, or adopts a House amendment to a bill or resolution received from the senate, or takes any action on the bill or resolution requiring further action by the senate, the bill or resolution after final action in the House, may be transmitted immediately to the senate, or if the senate rejects an amendment adopted by the House or adopts a senate amendment to a bill or resolution received from the House, takes any action on the bill or resolution requiring further action by the House, the bill or resolution when received from the senate may be placed immediately on the calendar and may be acted upon immediately, (F) during the last ten calendar days of the session, any bill or resolution, after final action in the House, may be transmitted immediately to the Senate or (G) during the last five days of the session, any bill or resolution received by the House after final action by the senate may be placed on the calendar immediately and the bill or resolution may be acted upon after it has appeared on the calendar for two session days. All bills and resolutions starred for action shall be acted upon only when called and any bill or resolution not acted upon shall retain its place on the calendar unless it is moved to the foot of the calendar or unless its consideration is made the order of the day for some specified time. When a bill or resolution is removed from the foot of the calendar, it shall not be acted upon before the next regular succeeding session day.
THE HOUSE RULES

Prior to the convening of the House on each session day, the speaker shall make available on the floor of the House a list of bills and resolutions intended to be acted upon during that session day. Such list shall set forth the action intended to be taken on each bill or resolution so listed. The list shall be for informational purposes only.

12. The clerk shall retain all bills, resolutions and other papers, in reference to which any member has a right to move a reconsideration, until the right of reconsideration has expired, and no longer.

13. The clerk shall keep a record of all petitions, resolutions, joint resolutions and bills for all acts presented for consideration of the House, and said record shall be so kept as to show by one and a single reference thereto the action of the House on any specified petition, resolution, joint resolution or bill up to the time of such reference.

14. The clerk shall supervise all clerical work to be done for the House and shall supervise all employees subject to the direction of the speaker. The assistant clerk shall have the same powers and perform the same duties as the clerk, subject to the direction of the clerk. The bill clerk, the journal clerk and the calendar clerk shall perform such duties as are assigned to them by the clerk.

15. The clerk shall cause the journals and calendars to be distributed on the desks of the members daily, before the opening of the session.

MEMBERS

16. When any member is about to speak in debate or deliver any matter to the House, the member shall rise and address the chair as "Mr. Speaker" or "Madam Speaker," as the case may be.

If two or more rise at the same time, the speaker shall name the member entitled to the floor, preferring one who rises in place to one who does not.

17. No member shall speak on the same question more than twice without unanimous consent of the members of the House present.

18. The speaker shall, or any member may, call to order any member who in speaking or otherwise, transgresses the rules and orders of the House. If speaking, the member shall sit down, unless permitted to explain; and if a member is guilty of a breach of any of the rules and orders, the member may be required by the House, on motion, to make satisfaction therefor, and shall not be allowed to vote or speak except by way of excuse until such satisfaction is made.

COMMITTEES AND LEADERS

19. At the opening of each session a committee on contested elections, consisting of four members, at least two of whom shall be members of the minority party in the House, shall be appointed by the speaker to take into consideration all contested elections of the members of the House and to report the facts, with their opinion thereon in a manner that may be directed by House resolution.

20. (a) Majority Election and Appointments. The majority leader shall be elected by the members of the majority party in the House and the deputy majority leaders shall be appointed by the majority leader and shall serve at the pleasure of the majority leader. The assistant deputy speaker, majority caucus
THE HOUSE RULES

chairperson, deputy majority caucus chairperson, assistant majority leaders and majority whips shall be appointed by the speaker in consultation with the majority leader, and shall serve at the pleasure of the speaker.

The chairpersons, and where appropriate, vice-chairpersons, of the standing and select committees shall be appointed by the speaker of the House and shall serve at the pleasure of the speaker, except when a chairperson is designated or appointed by the minority leader pursuant to these rules or the joint rules, in which case, the person so designated or appointed shall serve at the pleasure of the minority leader. Notwithstanding any provision of the general statutes, during the 2007-2008 biennium (1) the chairperson of the Legislative Regulation Review Committee shall be appointed by the speaker of the House, and (2) the chairperson of the Legislative Program Review and Investigations Committee shall be appointed by the minority leader.

(b) Minority Election and Appointments. The minority leader shall be elected by the members of the minority party in the House and the deputy minority leaders, the minority caucus chairperson, the assistant minority leaders, the minority whips and the ranking members of each joint standing committee and select committee shall be appointed by the minority leader and shall serve at the pleasure of the minority leader except when a ranking member is designated or appointed by the speaker pursuant to these rules or the joint rules, in which case, the person so designated or appointed shall serve at the pleasure of the speaker. Notwithstanding any provision of the general statutes, during the 2007-2008 biennium (1) the ranking member of the Legislative Regulation Review Committee shall be appointed by the minority leader, and (2) the ranking member of the Legislative Program Review and Investigations Committee shall be appointed by the speaker of the House.

(c) Number of Leaders. The number of members appointed to the positions of assistant deputy speaker, majority caucus chairperson, deputy majority caucus chairperson, assistant majority leader and majority whip shall not exceed thirty per cent of the total membership of the majority party in the House. The number of members appointed to the positions of minority caucus chairperson, assistant minority leader and minority whip shall not exceed thirty per cent of the total membership of the minority party in the House. Notwithstanding the provisions of this subsection, the chairpersons of the bonding subcommittees of the joint standing committee on finance, revenue and bonding may be assistant majority leaders and the ranking members of said subcommittees may be assistant minority leaders.

(d) Committees. The staff clerks of the standing and select committees shall be appointed by the chairperson of the respective standing and select committees with the approval of the speaker of the House. Chairpersons of sub-committees may be appointed by the chairpersons of the respective standing and select committees with the approval of the speaker of the House.

All standing and select committee members shall be appointed by the speaker on or before the fifth regular session day of the first year of the term, except to fill a vacancy caused by death or incapacity, or resignation or removal from the House or from a committee, and except that the speaker may appoint any member elected after the fifth regular session day of the first year of the term to any committee, within five calendar days after the member takes the oath of office. The member first named shall be chairperson. The chairperson of each committee may appoint one of the members of the committee as legislator clerk thereof. All members of standing and select committees and legislator clerks shall serve for both sessions of the term, except that: (i) The speaker may accept the resignation, for good cause, of a member of a standing or select committee prior to the expiration of the term, and (ii) the speaker may remove a member, provided the speaker's removal of a member of the minority party shall require the concurrence of the minority leader. Chairpersons, vice-chairpersons and sub-committee chairpersons shall serve for both sessions of the term unless removed by the speaker.
THE HOUSE RULES

(e) Referrals to Committees. (1) The House may refer any matter to a committee either before or after the deadline of that committee (i) at any regular session of the House or (ii) at a technical session of the House provided the majority leader has notified the minority leader or the minority leader's designee in writing, not later than 5 p.m. the day before the technical session, of the majority leader's intent to move for the referral, and received the approval of the minority leader or the minority leader's designee for the referral, and provided further that no matter may be recommitted at a technical session.

(2) The House may but need not refer to a committee before or after its deadline a bill or resolution that was favorably or unfavorably reported by another committee, except that every bill and resolution shall be referred to the committees on Legislative Management, Appropriations, Finance, Revenue and Bonding, Government Administration and Elections, or Judiciary if such referral is specifically required under Joint Rule 3 or subsection (e) of Joint Rule 15.

(f) Meetings in Representatives' Chamber. Committee meetings shall not be held in the representatives' chamber on session days.

REGULAR ORDER OF BUSINESS

21. The order of business shall be as follows:
   1. Reception of petitions.
   2. Reception of communications from the Governor, secretary of the state, annual and biennial reports, interim committee reports and special reports.
   3. Introduction of bills and resolutions.
   4. Reports of committees.
   5. Reception of business from the senate.
   7. Miscellaneous.

RULES AND MOTIONS

22. The rules of parliamentary practice comprised in the 2000 edition of Mason's Manual of Legislative Procedure shall govern the House whenever applicable and whenever they are not inconsistent with the standing rules and orders of the House or the joint rules of the senate and the House of representatives.

23. The rules of the House shall take precedence over the joint rules of the House and senate or Mason's Manual of Legislative Procedure in the event of conflict.

24. When a motion is made, it shall be stated to the House by the speaker before any debate is had thereon.

25. When a motion is stated by the speaker, or read by the clerk, it shall be deemed to be in the possession of the House.

It may be withdrawn by the mover at any time before decision or amendment, but not after amendment, unless the House approves by a majority vote.
26. The question first moved shall be first put, except as modified in Rule 28.

27. If the question under debate consists of two or more independent propositions any member may move to have the question divided. If the House adopts the motion to divide, the speaker shall rule on the order of voting on the divisions of a question.

28. When a question is under debate, no motion shall be received except:
   1. To adjourn, which is not debatable
   2. To recess
   3. To postpone temporarily retaining position on the calendar
   4. To pass until next session day retaining position on calendar
   5. To close the debate at a specified time
   6. To postpone to a certain time
   7. To refer or recommit to a committee
   8. To amend
   9. To place at foot of calendar.

   These motions shall have precedence in the order listed in this rule, except that a point of order may be raised at any time.

29. When the consideration of a question regularly on the calendar is interrupted by adjournment, the question comes up in its proper place on the next session day's calendar.

30. A vote can be reconsidered only on the next regular succeeding session day, provided there shall be no reconsideration of the vote upon the following motions: To adjourn, or to reconsider, and no question shall be twice reconsidered.

AMENDMENTS

31. (a) Amendments shall be filed with the clerk of the House before 10 a.m. on the day on which the bill or resolution is to be acted upon, except that (1) the following may each sponsor or authorize amendments at any time: The presiding officer, the majority leader or, in the majority leader's absence, the majority leader's designated deputy majority leader, the minority leader or in the minority leader's absence, the minority leader's designated deputy minority leader; (2) the presiding officer may waive the filing requirement upon the request of the majority leader or the minority leader; (3) after any amendment or amendments have been adopted, any member may offer a further amendment only if it is directly related to the amendment or amendments adopted.

   (b) Notwithstanding subsection (a) of this rule, if a bill or resolution has been scheduled for consideration on a date certain pursuant to a special order, all amendments relating to that bill or resolution must be filed with the clerk of the House before 5 p.m. on the last day the clerk's office is open preceding the
THE HOUSE RULES

day on which the bill or resolution has been scheduled for consideration. The only exceptions to this filing requirement shall be: (1) The persons named in subdivision (1) of subsection (a) of this rule may each sponsor an amendment at any time; (2) after any amendment or amendments have been adopted, any member may offer a further amendment only if it is directly related to the amendment or amendments adopted.

(c) Members may co-sponsor an amendment that is in the possession of the clerk of the House, or remove their names as co-sponsors, by submitting a written request to the clerk not later than 10 am on the day following adoption or rejection of the amendment, excluding weekends and holidays. Co-sponsorship of an amendment does not constitute co-sponsorship of the bill it would amend unless the member so specifies pursuant to Joint Rule 7(c).

(d) After a motion for passage of a bill or resolution has been made, a motion to amend the bill or resolution is in order.

A pending amendment may not be amended. No substitute amendment may be offered for a pending amendment.

(e) No independent new question may be introduced as an amendment.

(f) Whenever a bill is amended, the speaker may order that it be returned to the legislative commissioners for the purposes of re-examination pursuant to Joint Rule 13 and for reprinting as amended.

SEATS

32. Immediately after the adoption of these rules the speaker shall appoint a committee of four, who shall assign seats to all members of the House.

33. The seats assigned to members shall be their seats for their term of office.

REPRESENTATIVES' CHAMBER

34. Use of the representatives' chamber shall not be granted for non-legislative use during a General Assembly session except by a vote of the House, or by a vote of the legislative management committee or with the permission of the speaker. The speaker shall grant use of the chamber for legislative use and between General Assembly sessions.

PARLIAMENTARY PRACTICE

35. No debate shall be allowed after a question is put and while it remains undecided.

36. In all cases when a voice vote is taken without a division, the speaker shall determine whether it is or is not a vote; and in all doubtful cases the speaker shall state "The chair is in doubt." Whereupon, the speaker shall try the question again by a voice vote or roll call, as the speaker may so order.

After the speaker has declared a vote, it shall not be taken again unless by a regular motion for reconsideration, made by a member in the prevailing vote of the House.

37. If a division is called for, the House shall divide, those in the affirmative first rising from their seats and standing until counted, and afterwards those in the negative. For the purpose of more conveniently counting upon the division of the House, the floor thereof shall be divided by aisles into four divisions, to
be numbered first, second, third and fourth sections, commencing on the right of the chair; for each of which divisions the speaker shall appoint a member whose seat is in said division to be a teller and to count and report to the chair.

38. In case of a tie vote or an equal division, the question shall not be passed.

39. The yeas and nays shall be taken on the roll call machine on all final action on all bills, resolutions proposing amendments to the constitution and all other substantive resolutions, except bills and resolutions on the consent calendar. On all other questions, a roll call vote shall be taken at the request of one-fifth of the members present, expressed at any time before a declaration of the vote. In the event the roll call machine is not functioning properly, the roll may be called by the clerk.

40. Every member present in the House chamber, when a question is put by the speaker, shall vote, unless excused by the speaker and no member shall absent herself or himself from the House chamber without leave, unless there is a quorum without such member's presence.

Whenever any vote is to be taken, the speaker may order the doors closed and thereupon no member shall leave the House unless by permission of the speaker, or the House, until the vote is declared, but members shall be admitted at any time.

When a vote has been taken, if any member raises a question of an excess of votes cast over the number of members present, a count of the House shall be had, and if it appears that such excess of votes exists, the speaker shall order the vote to be again taken.

41. No representative may vote or change his or her vote on a roll call after the speaker has requested that the clerk announce the tally.

42. While the House is in session, admission to the floor of the House shall be limited to members of the General Assembly, authorized members of the press, authorized staff of the General Assembly, and such other persons as may be authorized by the presiding officer. On any day during which the House is in session, lobbyists shall be prohibited from the floor of the House except during a public hearing on the floor of the House or as may be authorized by the presiding officer for purposes of recognition or ceremony.

Electronic media equipment and media personnel shall occupy only those areas designated by the presiding officer.

Proper facilities for transmitting messages to members of the House shall be provided by the clerk and administered by the messengers.

The sergeant at arms, doorkeepers and messengers shall enforce this rule and shall see that the aisles and the seats of the members are not occupied by persons other than members of the General Assembly, while the House is in session.

43. There shall be a consent calendar on which shall be entered such bills and resolutions as the majority leader and the minority leader or their designees shall agree, and shall be proposed to the House by the majority leader or the designee of the majority leader in the form of a motion to move to the consent calendar. The consent calendar may be acted upon on the day of such motion or on a subsequent day. At the request of a member made from the floor any bill or resolution shall be removed from those included in the motion. All bills and resolutions starred for action on the consent calendar shall be passed on motion without discussion unless, at any time prior to the motion for passage, a member requests from the floor removal of a bill or resolution from the consent calendar in which case such bill or resolution shall be so removed and placed on the regular calendar. Any bill or resolution so removed shall be considered as having appeared on the regular calendar for a period of time equivalent to that during which it appeared on the consent calendar.
THE HOUSE RULES

44. Upon motion made and adopted, the House may schedule consideration of any matter appearing on the calendar for a date certain by special order, but no sooner than the later of (i) the second day, excluding weekends and holidays, after the adoption of the special order or (ii) the day after the matter first appears on the calendar double starred.

RESTRICTIONS

45. No person shall smoke in the House chamber or the gallery. No person shall conduct a conversation or any form of electronic messaging on a wireless telephone or similar device in the House chamber while the House is meeting. No person shall take or possess a sign, banner, placard or other display material in the gallery. The presiding officer and the sergeant at arms shall enforce this rule.

SUSPENSION OF THE RULES

46. These rules shall not be altered, amended or suspended except by the concurrent vote of at least two-thirds of the members present.

47. Motions to suspend the rules shall be in order on any session day. Suspension of the rules shall be for a specified purpose. Upon accomplishment of that purpose, any rule suspended shall be again in force.
INDEX TO THE RULES


In this index the Senate Rules are abbreviated “SR”, the House Rules “HR” and the Joint Rules “JR”.

A

Ad hoc committee on reference, JR 8(c).
Additional information or documentation from members re proposed bills, drafts or resolutions, deadlines for, JR 8(d).
Adjournment, SR 2, 26, 29(1); HR 2, 28(1), 29, 30.
Admission to floor, SR 28; HR 42.
Aging, Select Committee on, JR 3(d)(3), (e).
Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Allegiance, pledge of, SR 1; HR 1.
Alteration of bills and resolutions after introduction, JR 7(j), 13(b).
Amend, motion to, SR 29(10); HR 28(8), 31(d).
Amendment or suspension of rules, SR 33, 35; HR 46, 47; JR 29.
Amendments to bills and resolutions--
  Calendar, appearance on, SR 9; HR 11; JR 17.
  Committee on conference, matter referred to, JR 5(a)(3), 17(f), 22.
    Refusal of member to sign report deemed rejection, JR 22(b).
    Report of committee may not be amended, JR 17(f), 22(c).
  Co-sponsoring of amendments, HR 31(c).
  Files, printing in, SR 9; HR 11; JR 17(c).
  Filing, deadlines for, exceptions, SR 30; HR 31.
  Fiscal impact information to be available with certain Senate amendments, SR 30.
    Signed and typewritten explanation required, when, SR 30.
  Fiscal note required, when, SR 30; JR 15(c).
  Germaneness, HR 31(b).
    Independent new question may not be introduced as an amendment, HR 31(e).
   Pending amendments, HR 31(d).
   Preparation of, JR 9(d), 12.
   Record of, SR 8; HR 10.
   Reprinting following substantive amendment, SR 30; JR 18.
   Return of bill to Legislative Commissioners, pursuant to order of the Speaker, following amendment, HR 31(f).
   Starred for action, SR 9, 30, 31; HR 11, 43; JR 17(e).
Substantive--
  Referral to Legislative Commissioners following, SR 30.
  Reprinting following, SR 30; JR 18.
Amendments to the Constitution--
   Resolutions proposing, JR 7.
   See also Resolutions, below.

Appeals re questions of order, SR 3; HR 3.

Appointments--
   By General Assembly, resolution concerning, JR 17(b).
   Committees--
      Chairpersons and vice-chairpersons, SR 18; HR 20.
      Clerks, SR 18; HR 20.
      Members, SR 18; HR 20; JR 3, 4.
      Number of senators on, restrictions, SR 18.
      Vacancy, SR 18; HR 20.

Appropriations Committee, JR 3(a), (b) (Group A(1)), (e).
   Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, duties re, JR 31.
   Meetings by, JR 5(b)(1).
   Number of members, JR 3(a).

Arbitration awards, collective bargaining agreements and supplemental understandings, resolutions, JR 31.

Assistant--
   Clerks, SR 12; HR 14.
   Majority leaders, SR 18; HR 20.
   Minority leaders, SR 18; HR 20.

B

Balloting, See Vote; Voting, below.

Banks Committee, JR 3(b) (Group B(10)), (e).

Banners in House gallery prohibited, HR 45.

Bill analysis—
   Extension of time for preparation of, by Office of Legislative Research, JR 13(c).
   Favorable change of reference, bill analysis not required, JR 13(e).
   Preparation, JR 13, 15(c).

Bill clerks, SR 12; HR 14.

Bill referral, SR 9, 29(11); HR 11, 28; JR 6(c)(iv), 7(e), 8(c).
   See also Refer or recommit to committee, below.

Bills--
   Action on, SR 9; HR 11; JR 17.
   Alteration following introduction, JR 7(i), 13(b).
   Amendatory, form, JR 9(c).
   Amendments, preparation of, JR 12.
   Amendments to, See Amendments to bills and resolutions, above.
   Analysis of, JR 15(c).
   Brackets and overstriking or strike-through, use of, JR 9(c).
   Boxing of, JR 5(d).
   Calendar, appearance on, SR 9; HR 11; JR 17.
Capitalization or underscoring, use of, JR 9(c).
Certified copy of, JR 7(h), 10.
Change of reference--
  Generally, JR 8(c).
  Ad hoc committee on, JR 8(c).
  Vote tally to accompany favorable change of reference, JR 5(d).

Committee bills--
  Generally, JR 7, 9, 15.
  Deadlines, JR 9(e), (f).
  Drafting or preparation of, JR 7, 9.
  Favorable report, See Favorable reports, below.
  Form of, JR 7.
  Introduction, JR 9(a).
  Preparation of, JR 7, 9.
  Public hearings on, See Public hearings, below.
  Raising of during interim, JR 34.
  Request to Legislative Commissioners' Office to draft, deadlines, JR 9(d).
  Signature of chairpersons required, JR 7(h), 9(j).
  Vote to have prepared, JR 9(d).
Committee on conference, JR 5(a)(4), 17(f), 22.
  Refusal of member to sign report deemed rejection, JR 22(b).
  Report of committee may not be amended, JR 17(f), 22(c).
Committee reference, JR 7(e), 8(e).
  See also Refer or recommit to committee, below.
Conformed copy or certified copy of, JR 7(h), 10.
Consent calendar, on, SR 31; HR 43.
Conveyance of state property, bills providing for, JR 3(b)(5), 15(e).
Copies of, preparation of, JR 8(b).
Correction following passage, JR 24.
Co-sponsoring of, JR 7(c).
  Removal of introducer’s or co-sponsor’s name from bill, JR 7(c)(2).
Deadlines, JR 8, 9.
Disagreeing actions, SR 9; HR 11; JR 17(f), 22.
Drafting or preparation of, JR 7(b), 9(d).
Duplicate copies, JR 7(h), 10.
Emergency certification of, SR 9; HR 11; JR 9(h), 15(d), 17(d).
  Action following placement of bill or resolution on members’ desks, time for HR 11.
  First action by other chamber, when, SR 9(A); HR 11; JR 17(d).
Engrossing of, JR 25, 26.
Favorable reports, See Favorable reports, below.
Files, printing in, SR 9; HR 11; JR 17(c).
Final action, JR 17, 18.
  Roll call machine to be used, when, SR 24; HR 39.
  Clerk may call roll if machine malfunctioning, HR 39.
First reading, JR 16.
Fiscal impact information required by Senate, when, SR 30.

Signed and typewritten explanation required, when, SR 30.

Fiscal note required, when, JR 15(c).

Form of, JR 7, 9(c).

Fully drafted, introduction of, JR 9(a).

“Go list”, HR 11.

Governor’s bills accompanying budget or other message, introduction of, JR 9(a), (b), (h).

Immediate transmittal, HR 11; JR 17(d), 26(d).

Introducer’s or co-sponsor’s name, removal of, JR 7(c)(2).

Introduction of, SR 19(3); HR 21(3); JR 7--9.

   Even-year session, JR 8(a), 9(i).

Italics, use of, JR 9(c).

List of bills to be acted on, HR 11.

Motion to recall, JR 21.

New business, time for receiving, JR 8(a).

“(NEW)”, use of, JR 9(c).

Not acted on, JR 15(d).

Not reported, disposition, JR 27.

Numbering of, JR 7(d).

Original deposited with committee clerk, JR 8(b).

Overstriking of text, use of, JR 9(c).

Petition--

   For preparation of, JR 11.
   To report, JR 15(d), 19.

Petitioned, public hearing on, JR 6.

Printing of, JR 7(f), 8(b).

   Reprinting following substantive amendment, SR 30; JR 18.

Proposed bills—

   Additional information or documentation from members, deadlines for, JR 8(d).
   Copies of, JR 7(f), 8(b).
   Deadlines, JR 8(a).
   Designation of chamber of origin, JR 7(c).
   Filing with clerks, JR 7(b).
   Form of, JR 7.
   Initial reference to committee by LCO, JR 7(e).
   Introduction, JR 7(e).
   Original numbering retained and used, JR 7(d).
   Public hearings, See Public hearings, below.
   Request to Legislative Commissioners’ Office to draft, JR 7(b).
   Sponsoring and co-sponsoring of, JR 7(c).

   Removal of introducer’s or co-sponsor’s name from bill, JR 7(c)(2).

   Suggested committee reference noted on, JR 7(e).
   Tentative committee reference made by clerks, JR 7(e).
   Time limit for preparation by Legislative Commissioners’ Office, JR 8(a).

Proposed drafts--
Additional information or documentation from members, deadlines for, JR 8(d).
Assignment of LCO number to, JR 7(b).
Certified copy, JR 7(h).
Copies of, JR 7(f), 8(b).
Co-sponsoring of, JR 7(c).
   Removal of introducer’s or co-sponsor’s name from bill, JR 7(c)(2).
Deadlines, JR 8(a).
Designation of chamber of origin, JR 7(c).
Form of, JR 7.
Initial reference to committee by LCO, JR 7(e).
LCO number assigned to, JR 7(b).
Original numbering retained and used, JR 7(d).
Processing by Legislative Commissioners’ Office, JR 7(b).
Public hearings, See Public hearings, below.
Sponsoring and co-sponsoring of, JR 7.
   Removal of introducer’s or co-sponsor’s name from bill, JR 7(c)(2).
   Tentative committee reference made by clerks, JR 7(e).
Public hearings, See Public hearings, below.
Raised bills--
   Generally, JR 5, 6, 7, 9.
Certified copy, JR 7(h).
Co-sponsoring of, JR 7(c).
   Removal of introducer’s or co-sponsor’s name from bill, JR 7(c)(2).
Deadlines, JR 9(g), (h).
Favorable reports, See Favorable reports, below.
Form of, JR 7.
Interim, bills raised during, JR 34(c).
Introduction, JR 9(a).
Preparation of, JR 7, 9.
Public hearings, See Public hearings, below.
   Request to Legislative Commissioners’ Office to draft, deadlines, JR 9(d).
   Signatures of chairpersons required, JR 7(h), 9(j).
Reading of, JR 8(b), 16, 17.
Recall from other chamber, JR 21.
Reconsideration, SR 10, 26; HR 12, 30, 36; JR 21, 23, 24.
   Of committee vote, JR 5(c).
Record of actions affecting, SR 11; HR 13.
Referred by one chamber to committee, time for action on, JR 15(f).
Referred to committee after that committee’s deadline, JR 15(f).
Referred to committee, SR 9(1)(a), 29(11); HR 11(1)(a), 28(7); JR 6(c), 7(e), 8(b), (c), 19.
Report on, JR 14, 15.
   See also Favorable reports; Unfavorable reports, below.
Reprinting following substantive amendment, SR 30; JR 18.
Retained pending reconsideration, SR 10; HR 12.
Return of following passage, JR 23, 24.
Return to committee by Legislative Commissioners’ Office, notification of Office of Fiscal Analysis and Office of Legislative Research, JR 13(d).

Recall, motion to, JR 21.

Revisor’s bill, JR 9(h).

Roll call vote, SR 24; HR 39, 41; JR 17(g).

Clerk may call roll if machine malfunctioning, HR 39.

See also Vote; Voting, below.

Second reading, JR 16.

Sent to other chamber for concurring reference, JR 8(b).

Separate determination of bills by Senate and House committee members, JR 5(c).

Size of paper, JR 9(c).

Sponsoring and co-sponsoring of, JR 7(c).

Removal of introducer's or co-sponsor's name from bill, JR 7(c)(2).

Starred for action, SR 9, 30, 31; HR 11, 43; JR 17(e).

State real property, bills providing for conveyance of, JR 15(e).

Statement of purpose, JR 7(b), (g).

Strike-through of text, use of, JR 9(c).

Subject matter public hearings, deadlines, JR 6(a), 15(b).

Substantive amendment--

Referral to Legislative Commissioners following, SR 30.

Reprinting following, SR 30; JR 18.

Substitute, preparation and filing of, JR 10.

Third reading, JR 16.

Time limit for preparation by Legislative Commissioners’ Office, JR 8, 9.

Extension, JR 8, 13(c).

Transmittal, HR 11; JR 17(d), 26.

Underscoring or capitalization, use of JR 9(c).

Unfavorable reports, JR 15(c), 19, 20.

Unprinted, action on, JR 15(c).

Unreported by committee, reporting to chamber of origin, JR 15(d).

Bills and resolutions referred from other chamber, SR 9; HR 11.

Bulletin, legislative, JR 5(f), 6(b).

Business from--

House, SR 9, 19(5).

Senate, HR 11, 21(5).

Business on the calendar, SR 9, 19(6); HR 11, 21(6); JR 17.

Business organizations, law of, within cognizance of Judiciary Committee, JR 3(b) (Group A(6)).
Calendar--

Bills and resolutions--
- Appearance on, SR 9; HR 11; JR 17.

Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.

Consent, matters on, SR 31; HR 43.

Consideration of matters on, pursuant to special order, HR 44.

Contents of, SR 9; HR 11; JR 17.

Distribution, SR 13; HR 15.

Final action on bills on regular calendar on roll call machine, SR 24; HR 39.
- Clerk may call roll if machine malfunctioning, HR 39.

Foot of, matters put at or moved to, SR 9(2), 29(13); HR 11, 28(9); JR 17(e).
- Action on bills and resolutions removed from, HR 11.

Order of entry of business on, SR 9(2); HR 11(2), 29.

Pass retain, SR 29 (6); HR 28 (4); JR 17(e).

Special order, consideration of matters on calendar pursuant to, HR 44.

Starring for action, matters on, SR 9, 30, 31; HR 11, 43; JR 17(d).

Unfavorable reports, JR 20.

Call to order--
- House, HR 1, 7, 18.
- Senate, SR 1.

Caucus chairperson and deputy caucus chairperson, majority, HR 20.

Cellular telephones or similar devices, See Wireless telephones, below.

Certified copies of bills and resolutions maintained by, JR 7(h), 10.

Chair, President or Speaker wishing to leave chair, who shall preside, SR 6; HR 6.

Chairpersons and vice-chairpersons of committees and subcommittees--
- See also Committees, at Meetings, Chairpersons, below.
- Appointment, SR 18; HR 20.
- Signatures required on committee or raised bills or resolutions, JR 7(h), 9(j).

Chambers, messages between, JR 1.

Change of reference--
- Generally, JR 8(c).
- Favorable, JR 13(e).
- Notice to Finance and Appropriations Committees required, when, JR 6(c).
- Public hearing, notation re required, when, JR 6(c).
- Straight, JR 13(e).
- To committee at chairperson’s request, JR 8(c).
- Controversy, ad hoc committee on reference, JR 8(c).
- Vote tally to accompany favorable change of reference, JR 5(d).

Chaplains, SR 7; HR 9.
- Deputy chaplains, Senate, SR 7.

Children, Select Committee on, JR 3(d)(2), (e).
Clerks--
Generally, SR 8--14; HR 7, 10--15, 42; JR 3(c)(1), 5--13, 15, 19, 26, 27, 31, 32.
Agreements or stipulation under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
Amendments, duties re, SR 8, 30; HR 10; JR 12.
Assistant clerks, SR 12; HR 14.
Bill clerks, SR 12; HR 14.
Bills--
   Committee reference, JR 7(e).
   Duties re, SR 8--11; HR 10--13; JR 5--8, 10--13, 15, 19, 26.
   Not reported, disposition, JR 27.
   Record of action, SR 11; HR 13.
   Retained pending reconsideration, SR 10; HR 12.
Bills and resolutions, certified copies maintained by, JR 7(h), 10.
Calendar clerk, HR 14.
Calendar of the House--
   Contents, HR 11.
   Distribution, HR 15.
Calendar of the Senate--
   Contents, SR 9.
   Distribution, SR 13.
Call House to order, when, HR 7.
Certified copies of bills and resolutions, JR 7(h).
Clerical work for House, supervised by, HR 14.
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, duties re, JR 31.
Committee vote record retained by, JR 5.
Copies of proposed bills, drafts, and resolutions, preparation of, JR 8(b).
Co-sponsoring of amendments in possession of clerk, HR 31(c).
Engrossed bills and resolutions, transmittal to Secretary of the State, JR 26(b).
Favorable reports--
   See also Favorable reports, below.
   List of, printing of, JR 15(c).
   Matter not approved by Legislative Commissioner, JR 13(d).
   Substitute bills and resolutions, JR 10.
Journal clerks, SR 12; HR 14.
Journal of the House--
   Contents, HR 10.
   Distribution, HR 15.
Journal of the Senate--
   Contents, SR 8, 9.
   Distribution, SR 13.
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, duties re, JR 32.
Legislative Management Committee, members of, when, JR 3(c)(1).
Legislator clerks of committees, appointment of, HR 20.
Messages, facilities for transmitting provided by, HR 42.
Papers subject to reconsideration, retained pending reconsideration, SR 10; HR 12.
Petitioned bills and resolutions, JR 11, 15(d), 19.
Petitions, record of action, SR 11; HR 13.

Resolutions--
  Duties re, generally, SR 8--11; HR 10--13; JR 5--8, 10--13, 15, 19, 26.
  Record of action, SR 11; HR 13.
  Retained pending reconsideration, SR 10; HR 12.

Staff clerks of standing and select committees, appointment, HR 20.
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
Supervision of clerical work for House, HR 14.
Tentative reference of proposed bills, proposed drafts, resolutions etc., by, JR 7(e).
Transmittal of bills, JR 26.

Close debate at specific time, motion to, SR 29(4); HR 28(5).
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.

Committee--
  See also Committees, below.
Ad hoc committee on reference, JR 8(c).
Appointment of members, SR 18; HR 20; JR 3(e), 4.
  Removal of member by Speaker, concurrence of minority leader, when, HR 20(d).
Bills, See Bills, at Committee bills, above.
Chairpersons and vice-chairpersons of committees and subcommittees, appointment of, SR 18; HR 20.
  See also Committees, at Meetings, Chairpersons, below.
Clerks, appointment of, SR 18; HR 20.
Meetings, See Committees, at Meetings, below.
On conference, See Committees, below.
On contested elections, SR 17; HR 19.
Organizational meetings, JR 18 5(a)(1).
Procedure, JR 5.
Removal of member by Speaker, concurrence of minority leader, when, HR 20(d).
Report, SR 19(1); HR 21(4).
  Petition for, JR 19.

Committees--
  See also Committee, above.
Ad hoc committee on reference, JR 8(c).
Appointment of members, SR 18; HR 20; JR 3(e), 4.
  Removal of member by Speaker, concurrence of minority leader, when, HR 20(d).
Bills referred to by one chamber, time for action on, JR 15(f).
Chairpersons and vice-chairpersons of committees and subcommittees--
  See also Meetings, at Chairpersons, below, this heading.
Appointment, SR 18; HR 20.
  Signatures required on committee or raised bills or resolutions, JR 7(h), 9(j).
Clerks, SR 18; HR 20.
Cognizance, areas of, JR 3.
Conference, JR 5(a)(3), 17(f), 22.
Refusal of member to sign report deemed rejection, JR 22(b).
Report of committee may not be amended, JR 17(f), 22(c).
Contested elections, SR 17; HR 19.
Convoking within fifteen minutes of scheduled time required, exception, JR 5(c).
Deadlines for favorable reports, JR 15(a), 32.
Designation of, JR 3.
Division and separate determination of question by Senate and House members, when, JR 5(c).
Ex-officio members of, JR 4.
Joint committees, JR 3.
Leaders, members without right to vote, JR 4.
Legislator clerks, appointment of, HR 20.
Matter referred to before or after committee deadline, HR 20(e).
Meetings--
  Agenda, JR 5(h).
    Less than one calendar day’s notice of meeting, agenda approved by chairpersons, availability, JR 5(g).
Cellular telephones or similar devices, See Wireless telephones, below.
Certification of need for meeting not held as scheduled, JR 5(b)(2), (3).
Chairpersons--
    Agenda for meetings held on less than one calendar day’s notice approved by, availability, JR 5(g).
    Interim, scheduling of meetings during, JR 5(c).
    Meetings convened by, JR 5(c).
    Meetings scheduled by, JR 5(a).
    Members wishing to be heard to be recognized by, when, JR 5(c).
    Notice of meetings where notice less than one calendar day, approval of time, place and agenda by, JR 5(g).
Conduct of meetings, JR 5(c).
Division and separate determination of question by Senate and House members, when, JR 5(c).
During session of either chamber prohibited, exception, JR 5(a)(3).
Emergency, notice and certification requirements, JR 5(g).
Evening meetings, JR 5(b)(2).
Falling on holiday or when State Capitol or Legislative Office Building is closed, JR 5(b)(3).
Final action, JR 5(d).
Hall of the House, holding of committee meetings in on session days prohibited, HR 20(f).
Interim, during, JR 34.
Notice requirements, JR 5(f).
    Exception to, JR 5(g).
    Prohibited in Hall of the House on session days, HR 20(f).
    Proxy vote prohibited, JR 5(e).
    Questions, determination by majority vote, JR 5(c).
    Scheduling of, exceptions, JR 5(a), (b).
    Separate determination of question by Senate and House members, when, JR 5(c).
    Vote, record of, JR 5(d).
    Who presides, JR 5(c).
  Wireless telephones or similar devices, use during, prohibited, JR 30(c).
Meetings and procedures, JR 5.
Members--
Appointment, SR 18; HR 20; JR 3(e), 4.

Removal of member by Speaker, concurrence of minority leader, when, HR 20(d).

Committee meetings, recognition of member wishing to be heard during, JR 5(c).

Number of, JR 3(a), (c), (d).

Removal of, HR 20.

Resignation, SR 18; HR 20; JR 3(e).

Vacancy, SR 18; HR 20; JR 3(e).

Members--Cont'd.

Wishing to be heard during committee meeting, chairperson to recognize, when, JR 5(c).

Names and jurisdiction, JR 3, 31.

Number of members, JR 3(a), (c), (d).

Organizational meetings, JR 5(a)(1).

Procedures, JR 5.

Proxy vote prohibited, JR 5(e).

Public hearings, See Public hearings, below.

Questions of order, hearings, proceedings, determination of, JR 5(c).

Reconsideration of vote, JR 5(c).

Reference, ad hoc committee on, JR 8(c).

Referral of matter to before or after committee deadline, HR 20(e).

Removal of member, HR 20.

Reporting out deadlines, JR 15(a).

Scheduling of meetings, exceptions, JR 5(a), (b).

Select committees, See Select committees, below.

Senators appointed to, restrictions, SR 18.

Separate determination of question by Senate and House members, when, JR 5(c).

Staff clerks, appointment of, HR 20.

Statutory committees, JR 3(c).

Subcommittee chairpersons, SR 18; HR 20.

Subject matter hearings, JR 6(a), 9(d), (e), (f), 11, 15(b), 34(b).

Standing, joint, JR 3(b).

Vacancy, filling of, SR 18; HR 20.

Vote tally to accompany bill or resolution, when, JR 5(d).

Communications, acceptance of, SR 19(2); HR 21(2).

Compacts between state and Indian Tribes, within cognizance of Government Administration and Elections Committee, JR 3(b) (Group A(5)).

Concurrent reports, JR 17.


Refusal of member to sign report deemed rejection, JR 22(b).

Report of committee may not be amended, JR 17(f), 22(c).

Conflict of interest, avoidance of, SR 15.

Conformed copy of bill or resolution when original cannot be found, JR 7(h), 10.

Consent calendar, SR 19(9), 31; HR 43.

Constitution, amendments to--

See also Resolutions, below.

Calendar, appearance on, SR 9; HR 11; JR 17(d).

Files, printing in, SR 9; HR 11; JR 17(c).
Proposed resolution proposing, JR 7.
Roll call vote, JR 17(g).
Starred for action, SR 9, 30, 31; HR 11, 43; JR 17(d), (e).
Contested elections, SR 17; HR 19.
Conventions, joint, JR 2.
Correction of bills and resolutions following passage, JR 24.
Co-sponsoring of amendments, HR 31(c).
Co-sponsoring of bills and resolutions, JR 7(c).
Removal of introducer’s or co-sponsor’s name from, JR 7(c)(2).

**D**

Deadlines--
Additional information or documentation from members re proposed bills, drafts or resolutions, JR 8(d).
Amendments, filing of, exceptions, SR 30; HR 31.
Favorable reports, JR 13, 15, 17, 32.
Introduction of bills and resolutions, SR 19(3); HR 21(3); JR 7--9.
Even-year sessions, JR 8(a), 9.
Petition for--
Committee bill, JR 11.
Committee report, JR 19.
Referral of matter to committee before or after committee deadline, HR 20(e); JR 15(f).
Request to Legislative Commissioners’ Office to draft committee bill, JR 9(d).

Debate--
Limitation of, SR 29(4); HR 28(5).
None allowed after question put, HR 35.
Order of motions during, SR 29; HR 28.
See also Motions, below.

Decorum, preservation of, SR 3, 5; HR 3, 5.
Deputy majority leaders, SR 18; HR 20.
Deputy speakers--
Generally, HR 6--8, 20.
Appointment of, HR 8.
Assistant deputy speaker, HR 20.
Duties of chair performed by, when, HR 6, 8.
Disagreeing actions, SR 9; HR 11; JR 17(f), 22.
Discipline, questions of, HR 3, 5.
Display material in House gallery prohibited, HR 45.
Disturbances and disorderly conduct, SR 5; HR 5; JR 28.
Division and separate determination of question by Senate and House committee members, when, JR 5(c).

Division of--
House, HR 36--38.
Question, SR 23, 29(9); HR 27, 36--38.
Doorkeepers, duties, HR 42.
Doors, closing of, HR 40.
Duplicate copies of bills and resolutions, JR 7(h), 10.
Certified or conformed copy, JR 7(h), 10.

E

Education Committee, JR 3(b) (Group A(2)), (e).
Elections, contested, SR 17; HR 19.
Electronic media equipment and media personnel, HR 42.
Electronic messaging while House meeting, prohibited, HR 45.
Emergency certification, SR 9; HR 11; JR 9(h), 15(d), 17(d).

First action by other chamber, when, SR 9(A); HR 11(A); JR 17(d).
Energy and Technology Committee, JR 3(b) (Group B(11)), (e).
Engrossing of bills and resolutions, JR 25, 26.
Environment Committee, JR 3(b) (Group A(3)), (e).
Equal division, question not passed or lost upon, HR 38.
Even-numbered year session, SR 18; JR 8, 9, 11, 15, 18.
Executive and Legislative Nominations Committee, JR 3(c)(2), (e).
Favorable reports, JR 17(b).
Unfavorable report, action on, JR 20.
Extension of time for--
Examination of favorably reported bills and resolutions by Legislative Commissioners’ Office, JR 13(c).
Preparation of bills and resolutions by Legislative Commissioners’ Office, JR 8(a).
Preparation of fiscal note or bill analysis by Office of Fiscal Analysis or Office of Legislative Research, JR 13(c).

F

Favorable reports--
Generally, SR 9; HR 11; JR 5(d), 6(c)(iv), 10, 13(d), 14, 15, 17, 32.
Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Analysis of bill, JR 15(c).
Appointments, resolutions concerning General Assembly appointments, JR 17(b).
Bill analysis, JR 13(c), 15(c).
By committee members of one chamber, JR 17(f).
By committee on conference, JR 17(f), 22.
Refusal of member to sign report deemed rejection, JR 22(b).
Report of committee may not be amended, JR 17(f), 22(c).
By one chamber, JR 14.
Change of reference, JR 5(c), (d), 13(e).
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Committee clerk to sign report, JR 17(a).
Deadlines for, JR 15(a).
Executive nominations, JR 17(b).
Extension of time for examination by Legislative Commissioners’ Office, JR 13(b).
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, JR 32.
Nominations requiring joint confirmation, JR 17(b).
Notation re public hearing required, when, JR 6(c).
Notification of Office of Fiscal Analysis and Office of Legislative Research by Legislative Commissioners’ Office, JR 13(a).
Procedure, JR 17.
Processing by Legislative Commissioners’ Office, time allowed, extension, JR 13(b).
Public hearing required prior to, JR 15(b).
Report to be signed by committee clerk, JR 17(a).
Reporting out deadlines, JR 15(a).
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Submission to Legislative Commissioners’ Office, time for, deadlines, JR 13(a), 15(a), 17(f).
Substitute bill, preparation and filing, JR 10.
Time for, deadlines, JR 13, 15, 17.
Vote tally to accompany bill or resolution, when, JR 5(d).

Files--
Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Bills, printing in and file number, SR 9, 30; HR 11; JR 17(c).
Collective bargaining agreements and supplemental understandings and arbitration awards, resolutions, JR 31.
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, JR 32.
Printing of, JR 17(c).
Resolutions, printing in and file number, SR 9, 30; HR 11; JR 17.
Statement by Legislative Commissioners attached to, JR 13(b).
Unfavorable reports, JR 20.

Final action on bills on regular calendar, to be on roll call machine, SR 24; HR 39.
Clerk may call roll if machine malfunctioning, HR 39.
Finance, Revenue and Bonding Committee, JR 3(b) (Group A(4)), (e).
Bonding subcommittee of--
Chairperson to be assistant majority leader, HR 20(c).
Ranking member to be assistant minority leader, HR 20(c).
Number of members, JR 3(a).

Fiscal impact information, to be available with certain Senate amendments, SR 30.
Signed and typewritten explanation required, when, SR 30.

Fiscal notes--
Agreements or stipulation under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Bills requiring, JR 15(c).
Change of reference, not required, JR 13(e).
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Extension of time for preparation of, by Office of Fiscal Analysis, JR 13(c).
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, JR 32.
Printing of, JR 15(c).
Senate amendments requiring, SR 30.
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, JR 32.
Floor, admission to, SR 28; HR 40, 42.
Foot of calendar, matters put at, or moved to, SR 9(2), 29(13);
   HR 11, 28(9); JR 17(e).
Action on bills and resolutions removed from, HR 11.

G

General Law Committee, JR 3(b) (Group B(12)), (e).
“Go list” of bills and resolutions, HR 11.
Government Administration and Elections Committee, JR 3(b) (Group A(5)), (e).
Governor--
   Bills--
      Accompanying budget or other message, introduction of, JR 9(a), (b), (h).
      Committee reference, suggested by LCO, JR 7(e).
      Return of, JR 23, 26.
      Communications from, SR 19(2); HR 21(2).
Guests, introduction of, SR 19(7).

H

Hall of the House--
   Committee meetings in on session days prohibited, HR 20(f).
   Electronic media and media personnel, HR 42.
   Electronic messaging while House meeting, prohibited, HR 45.
   Gallery, possession of sign, banner, placard, etc., in prohibited, HR 45.
   Lobbyists prohibited from floor, when, exception, HR 42.
   Smoking prohibited, HR 45; JR 30(a).
   Use of, HR 43.
   Wireless telephones or similar devices, use while chamber meeting, prohibited, HR 45; JR 30(c).
Hearings, See Public hearings, below.
Higher Education and Employment Advancement Committee, JR 3(b), (Group B(18)), (e).
House--
   Adjournment--
      Absence of quorum, HR 2.
      On motion, HR 2.
   Chamber--
      Committee meetings in on session days prohibited, HR 20(f).
      Electronic media and media personnel, HR 42.
      Electronic messaging while House meeting, prohibited, HR 45.
      Lobbyists prohibited from floor, when, exception, HR 42.
      Use of, HR 34.
      Wireless telephones or other similar devices, use while chamber meeting prohibited, HR 45; JR 30(c).
Clerical work for, supervision of, HR 14.
Gallery, possession of sign, banner, placard, etc., in prohibited, HR 45.
Joint resolutions, HR 11, 13.
Majority and minority leaders ex-officio members of all committees, JR 4.
Proceed to business if quorum present, HR 1.
Referral of matter to committee before or after committee deadline, HR 20(b).
Special order, consideration of matters on calendar pursuant to, HR 44.

Houses, messages between, JR 1.
Housing, Select Committee on, JR 3(d)(1), (e).
Human Services Committee, JR 3(b) (Group B(15)), (e).

I

Immediate transmittal of bill to governor, JR 26(d).
Indian Tribes, compacts between state and, within cognizance of Government Administration and Elections Committee, JR 3(b) (Group A(5)).
Insurance and Real Estate Committee, JR 3(b) (Group B(13)), (e).
Interim--
Committee meetings, JR 34(a).
Public hearings, See Public hearings, below.
Raising of bills and resolutions during, JR 34(c).
Interruption of debate by adjournment, HR 29.
Introduction of--
Bills, SR 19(3); HR 21(3); JR 7--9.
Guests, SR 19(7).

J

Joint conventions, JR 2.
Joint standing committees, names and jurisdiction of, JR 3, 31.
Journal--
Bills not printed and in files, JR 15(c).
Changes of reference, JR 13(e).
Clerks, SR 12; HR 14.
Contents, SR 8, 9; HR 10.
Distribution, SR 13; HR 15.
Governor, dates of presenting bills to, JR 26(c).
Joint convention proceedings, JR 2.
Keeping of, SR 8, 9; HR 10.
Senate agenda, items listed in, incorporation in by reference, SR 9.
Judiciary Committee, JR 3(b) (Group A(6)), (e).
Labor and Public Employees Committee, JR 3(b) (Group B(14)), (e).
Laptop computer or similar device, operation in Senate gallery while Senate in session prohibited, SR 34.
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, JR 32.
Leaders--
  Generally, SR 18, 30; HR 20, 31; JR 2--4, 8.
  Appointment of, SR 18.
  Committees, ex-officio members of, JR 4.
  Election of, HR 20.
  Governor’s bills accompanying budget or other message introduced by, JR 9(a).
Legislative bulletin, JR 5.
  Notice of committee meeting published in, JR 5(f).
  Notice of public hearing published in, JR 6(b), (c).
Legislative Commissioners--
  Generally, SR 30; HR 31(f); JR 7--9, 11--13, 15, 17, 18, 20, 22--26.
  Alteration of bills or resolutions after introduction, JR 7(i), 13(b).
  Amendments, preparation of, JR 9(d), 12, 22(b).
Bills--
  Committee bills, preparation of, JR 9.
  Committee reference, suggested by LCO, JR 7(e).
  Correction following passage, JR 24.
  Drafting or preparation of, JR 7--9.
  Duties re, JR 7--9, 11--13, 15, 18, 20, 24--26.
  Engrossing of, JR 25, 26.
  Notification of Office of Fiscal Analysis and Office of Legislative Research of approval of, JR 13(a).
  Petitioned, JR 11.
  Preparation of committee and raised bills, JR 9(d).
  Proposed, JR 7(b), 8(a).
  Raised bills, preparation of, JR 9.
  Reprinting following substantive amendment, JR 18.
  Return of following passage, JR 23.
  Return to Legislative Commissioners, pursuant to order of the Speaker, following amendment, HR 31(f).
  Substantive amendment--
    Re-examination by, JR 18.
    Referral to Legislative Commissioners following, SR 30.
  Substantive amendment--Cont’d.
    Reprinting following, SR 30; JR 18.
    Voting tally, receipt of and transmittal by, JR 5(d).
Certification of engrossed bills and resolutions, JR 25.
  Committee reference, suggested, noted on proposed bills and resolutions, JR 7(e).
  Engrossed bills and resolutions, certification of, JR 25.
Favorable reports--
  See also Favorable reports, above.
  Bills not approved, JR 13(d).
Changes made in bills, statement re, JR 13(b).
Duties re, JR 13, 15, 17.
Listing of, JR 15(c).
File copies, printing of, JR 17(c).

See also Files, above.

Legislative Management Committee, members of, when, JR 3(c)(1).
Lobbyists prohibited from office of, JR 30(b).
Preparation of committee and raised bills, resolutions and amendments, JR 9(d).
Proposed bills and resolutions, designation of chamber of origin, JR 7(c).
Proposed bills, duties re, JR 7.

Resolutions--
Committee reference, suggested by LCO, JR 7(e).
Correction following passage, JR 24.
Drafting or preparation of, JR 7, 9.
Engrossing of, JR 25, 26.
Memorializing Congress, engrossing of, JR 25.
Preparation of, JR 7, 9.
Proposed, JR 7.

Substantive amendment--
Referral to Legislative Commissioners following, SR 30.
Reprinting following, SR 30; JR 18.

Return of bills following passage, JR 23.
Return of bills to committee, notification of Office of Fiscal Analysis and Office of Legislative Research, JR 13(d).
Revisor’s bill, JR 9(i).
Substantive amendments, reprinting of bills and resolutions, following, SR 30; JR 18.
Time limit for preparation of bills and resolutions, JR 8(a).
Extension, JR 8(a).

Unfavorable reports, duties re, JR 15(c), 20.
Vote tally record, duties re, JR 5(d).

Legislative Management Committee, JR 3(c)(1), (e).
Chairpersons, JR 3(c)(1).
Correction of bills and resolutions following passage, JR 24.
Hall of the House, use of granted by, HR 34.
Electronic media and media personnel, HR 42.

Majority vote, JR 3(c)(1).
Membership, number, jurisdiction, JR 3(c)(1).
Quorum, JR 3(c)(1).

Use of representatives’ chamber granted by, HR 34.
Electronic media and media personnel, HR 42.

Legislative Nominations, See Executive and Legislative Nominations Committee, above.

Legislative Program Review and Investigations, See Program Review and Investigations Committee, below.
Legislative task forces and studies, within cognizance of Legislative Management Committee, JR 3(c)(1).
Limit on number of senators appointed to one committee, SR 18.
Lobbyists—
Prohibited from floor of House while in session, exceptions, HR 42.
Prohibited from floor of Senate while in session, exception, SR 28.
Prohibited from nonpartisan offices, Legislative Library excepted, JR 30(b).

M

Majority caucus chairperson and deputy caucus chairperson, HR 20.
Majority leaders, assistant majority leaders and other majority leaders, SR 9(b), 18, 30; HR 20, 31; JR 3, 4, 8(c).
Majority whips, appointment of, HR 20.
_Mason’s Manual of Legislative Procedure_, proceedings governed by, when, SR 32, 33; HR 22, 23.

Media--

Admission to floor of Senate, SR 28.
Electronic media equipment and media personnel, HR 42.
Meetings, committee, _See Committees, at Meetings, above._

Members--

Addressing Speaker, HR 16.
Committee meetings, recognition of member wishing to be heard during, JR 5(c).
Entitled to floor, Speaker to name, HR 16.
Required to vote, when, SR 36; HR 40.
Seating assignment, HR 32, 33.
Speaking limitation, SR 14, 16; HR 16--18.
Wishing to be heard during committee meeting, chairperson to recognize, when, JR 5(c).

Messages--

Between chambers, JR 1.
Facilities for transmitting, HR 42.
From Governor, SR 19(2); HR 21(3); JR 9(a).

Messengers, doorkeepers and sergeant-at-arms, SR 28; HR 42.
Minority leaders, assistant minority leaders and other minority leaders, SR 18, 30; HR 20, 31; JR 3, 4, 8(c).
Legislative Program Review and Investigations Committee, appointment of chairman by minority leader during 2007-2008 biennium, HR 20.

Miscellaneous business, SR 19(8); HR 21(7).

Motions--

Adjourn, SR 2, 26, 29(1); HR 2, 28, 30.
Amend, SR 29(10); HR 28(8), 31(d).
Commit or recommit, SR 29(8).
Divide questions, SR 23, 29(9); HR 27, 36--38.
In possession of--

  House, deemed to be, when, HR 25.
  Senate, deemed to be, when, SR 22.
Making of, SR 21--23, 26, 29, 32; HR 22--28, 30.
Order of when question under debate, SR 29; HR 28.
Particular, while question under debate, SR 29; HR 28.
Place at, or move to foot of calendar, SR 9(2), 29(13); HR 11, 28; JR 17(e).
Postpone indefinitely, SR 29(12).
Precedence, SR 29; HR 28.
Pro forma Senate session, SR 9(b).

Motions--Cont'd.
Recommit, SR 29(8).
Reconsideration prohibited, when, SR 26; HR 30.
Reduce to writing, when, SR 21.
Refer to another committee, SR 29(11).
Stated to--
    House by Speaker, HR 24, 25.
    Senate by President, SR 21.
To--
    Adjourn, SR 2, 26, 29; HR 2, 28, 30.
    Divide issue, SR 23; HR 27.
    See also Division of question, above.
    Limit debate, See Debate, above.
    Pass retain, See Pass retain, below.
    Recall, JR 21.
    Suspend rules, SR 35; HR 47; JR 29.
When question under debate, SR 29; HR 28.
Withdrawal of, SR 22; HR 25.

Municipal officials--
    Admission to floor of Senate, SR 28.
    Testimony at public hearings by chief elected officials, JR 6(c).

N
New business, time for receiving, JR 8N(a).
    Time limit for preparation of bills and resolutions by Legislative Commissioners’ Office, JR 8(a).
Nominations requiring joint confirmation, favorable reports, JR 17(b).
Notice of committee meetings, JR 5(f).
    Exception to notice requirements, JR 5(g).
Numbering of bills and resolutions, JR 7(d).

O
Office of Fiscal Analysis--
    Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
    Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, duties re, JR 31.
Extension of time for preparation of fiscal note, by JR 13(c).
Fiscal impact information, to be available with certain Senate amendments, signed and typewritten explanation required, when, SR 30.
Fiscal note not required, when, JR 13(e).
Fiscal note, preparation of, JR 13(c), 15(c), (d), 31(4).
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, JR 32.
Lobbyists prohibited from office of, JR 30(b).
Notification to of approval by Legislative Commissioner, JR 13(c).
Notification to of favorable report, JR 13(a).
Notification to of return by Legislative Commissioners, JR 13(d).

Office of Legislative Research--
Bill analysis not required, when, JR 13(e).
Bill analysis, preparation of, JR 13(c), 15(c).
Extension of time for preparation of bill analysis, by, JR 13(c).
Lobbyists prohibited from office of, JR 30(b).
Notification to of approval by Legislative Commissioner, JR 13(c).

Office of Legislative Research--Cont'd.
Notification to of favorable report, JR 13(a).
Notification to of return by Legislative Commissioners, JR 13(d).

Order--
Questions of, SR 3, 6; HR 3, 18, 28.
Special, consideration of matters on calendar pursuant to, HR 44.
Order and decorum, SR 3, 5; HR 3, 5; JR 28.
Order of--
Business, SR 19; HR 21.
The day, SR 9, 19; HR 11, 21; JR 17(d).
Voting on division of question, SR 13; HR 27.

P

Pairs, SR 27.
Papers subject to reconsideration, retained pending such reconsideration, SR 10; HR 12.
Parliamentary practice, SR 14--16, 20--35; HR 16--18, 22--30, 35 et seq.
Pass retain, SR 29(6); HR 28(4); JR 17(e).
Pass temporarily, SR 9, 29(5); HR 28(3).
Petitions--
Bills--
Prepare, JR 11.
Report, JR 15(d), 19.
Committee report, JR 15(d), 19.
Hearing not required, when, JR 15(b).
Reception of, SR 19(1); HR 21(1).
Record of action, SR 11; HR 13.
Resolutions--
Prepare, JR 11.
Report, JR 15(d), 19.
Statement of object, SR 20.
Placards in House gallery prohibited, HR 45.
Place at, or move to foot of calendar, SR 9(2), 29(13); HR 11, 28(9); JR 17(e).
Action on bills and resolutions removed from, HR 11.
Planning and Development Committee, JR 3(b) (Group A(7)), (e).
Pledge of Allegiance, SR 1; HR 1.
Points of order, SR 3, 6; HR 3, 18, 28.
Postpone--
   Indefinitely, motion to, SR 29(12).
   To certain time, SR 29(7); HR 28(6).
Prayer, SR 1; HR 1.
President of Senate--
   Generally, SR 1--6, 16, 21, 22, 25, 34.
   Adjournment of Senate--
      In absence of quorum, SR 2.
      On motion, SR 2.
Call Senate to order, SR 1.
Chair--
   Leaving of, who shall preside, SR 6.
   Taking of, SR 1.
Disturbance or disorderly conduct in or about senate chamber, SR 5.
Joint convention, JR 2.
Leaving chair, who shall preside, SR 6.
Motions--
   See also Motions, above.
   Reduced to writing, when, SR 21.
   Stated to Senate by, SR 21.
President of Senate--Cont'd.
   Order and decorum, preservation of, SR 3, 5.
   Order of voting on division of question, SR 23.
   Rise to put question or address the Senate, SR 4.
   Sitting, may read while, SR 4.
   Transgression of rules and orders by members, SR 16.
President pro tempore--
   Generally, SR 5, 7, 17, 18, 24, 34; JR 3, 5--9, 13, 15, 22, 28.
   Ad hoc committee on reference, JR 8(c).
   Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
   Amendments--
      Deadline, approval of, exceptions to, SR 30.
      Waiving of filing requirements, SR 30.
   Appointments by, SR 18.
Bills, committee reference, JR 8(b).
   Chair, designee of President pro tempore to preside in his absence, SR 6.
   Chairpersons and vice-chairpersons, appointed by, SR 18.
   Chaplains, deputy chaplains nominated by, SR 7.
   Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, duties re, JR 31.
   Committee clerks, approval of, SR 18.
   Committee meetings, See Committees, at Meetings, above.
Committee on--
  Conference, JR 22.
  Contested elections, appointed by, SR 17.
Committees, ex-officio member of all, JR 4.
Designee of to preside, when, SR 6.
Disturbances and disorderly conduct in or about Senate chamber,
    SR 5; JR 28.
Emergency certification, SR 9; HR 11; JR 9(h), 15(d), 17(d).
    First action by other chamber, when, SR 9(A); HR 11(A); JR
    17(d).
Emergency committee meetings, certification, JR 5(b).
Executive and Legislative Nominations Committee, appointments to, JR 3(c)(2), (e).
Extension of time for--
  Examination of favorably reported bills and resolutions by Legislative Commissioners’ Office, JR 13(c).
  Preparation of bills and resolutions by Legislative Commissioners’ Office, JR 8(a).
Favorable reports, extension of time for processing of, JR 13(c).
Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, duties re, JR 32.
Legislative Management Committee, co-chairperson of, JR 3(c)(1).
Presiding by designee of, SR 6.
Pro forma Senate session, SR 9(b).
Reporting out of bill, required by, JR 15(d).
Select Committees, appointments to, JR 3(d), (e).
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
Unprinted bills, action on required by, JR 15(d).
Presiding officer, designation of, SR 6; HR 6, 7.
Previous question, SR 26, 29(3).
Printing of files, JR 17(c).
Pro forma Senate session, SR 9(b).
Program Review and Investigations Committee, JR 3(c)(3), (e).
  Chairperson, appointment by minority leader during 2007-2008 biennium, HR 20.
  Ranking member, appointment by Speaker during 2007-2008 biennium, HR 20.
Proposed bills and resolutions, JR 7.
  Reserved for subject matter public hearing, JR 6(a), 9(d), (e), (f), 11, 15(b), 34(b).
Proxy vote prohibited, JR 5(e).
Public Health Committee, JR 3(b) (Group A(8)), (e).
Public hearings--
  Generally, JR 6, 11, 15(b), 34(b).
  Agency testimony, JR 6(c).
  Bills not to be listed for until in possession of committee, JR 6(b).
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Conduct of hearings, JR 6(c).
Convening and procedures, JR 6(c).
Grouping of bills and resolutions, JR 6(a).
Interim, during, JR 34(b).
Legislators, testimony by, JR 6(c).
List of members of the public wishing to testify, JR 6(c)(i).
Municipal chief elected officials, testimony by, time for, JR 6(c).
Notice requirements, JR 6(b).
Notification of other committee of when public hearing held, JR 6(c)(iv).
Preside, who shall, determination of, JR 5(c).
Recess to date, time, place and day specified, notice requirements, JR 6(c), (v).
Requirements, JR 6, 15(b).
Scheduling, cancellation, rescheduling, inclement weather, JR 6(a).
Subject matter, JR 6(a), 9(d), (e), (f), 11, 15(b), 34(b).
Testimony--
   Legislators, testimony by, time for, JR 6(c)(ii).
   Length of testimony determined by presiding chairperson, JR 6(c)(i).
   List for members of public, JR 6(c)(i).
   Municipal chief elected officials, testimony by, time for JR 6(c)(ii).
   Order of determined by presiding chairperson, JR 6(c)(i).
   Public officials, testimony by, time for, JR 6(c)(ii).
   State agency representatives, testimony by, time for, JR 6(c)(ii).
   Submission of, JR 6(c).
   Inclusion in or with transcript, JR 6(c)(iii).
Weather, inclement, JR 6(a).
Who shall preside, determination of, JR 5(c).
Wireless telephones or similar devices, use during prohibited, JR 30(c).
Public Safety and Security Committee, JR 3(b) (Group B(16)), (c).
Q

Question--
Division and separate determination of question by Senate and House committee members, when, JR 5(c).
Division of, SR 23, 29(9); HR 27, 36--38.
First moved, first put, HR 26.
Lost upon tie vote or equal division, HR 38.
Not passed upon tie vote or equal division, HR 38.
Of order, SR 3, 16; HR 3, 18.

Question--Cont'd.
On calendar, debate interrupted by adjournment, HR 29.
Put, no debate allowed while it remains undecided, HR 35.
Separate determination by Senate and House committee members, when, JR 5(c).
Under debate--
Division of, SR 23, 29(9); HR 27.
Motions permitted, SR 29; HR 28.

Quorum, SR 1, 2; HR 1, 2, 40.

R

Raised bills, See Bills, at Raised bills, above.
Reading of--
Bills and resolutions, JR 8(b), 13(e), 16, 17(c), 31(2)(A), (5).
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31(2)(A), (5).
Recall, motion to, JR 21.
Reception of communications, SR 19(2); HR 21(2); JR 1.
Recess, motion to, SR 29(2); HR 28(2).
Recommit, motion to, SR 29(8).
Reconsideration of--
Bills and resolutions, SR 10, 26; HR 12, 30, 36; JR 21, 23, 24.
Committee vote, JR 5(c).
Refer or recommit to committee, SR 9, 29(8), (11); HR 11, 28(7); JR 6, 8, 19.
Reference--
Ad hoc committee on, JR 8(c).
Change of, See Change of reference, above.
Referral of bills and resolutions to other chamber, SR 9; HR 11; JR 8(b).
Referral of matter to committee before or after committee’s deadline, HR 20(e).
Regular order of business, SR 19; HR 21.

Regulation Review Committee--
Chairperson, appointment by Speaker during 2007-2008 biennium, HR 20.
Ranking member, appointment by minority leader during 2007-2008 biennium, HR 20.
Reporting out deadlines, JR 15(a).
Reports on bills--
Generally, JR 14--17, 20.
Conference committee report--
  May not be amended, JR 17(f), 22.
  Refusal of member to sign deemed rejection, JR 22(b).
Refusal of member to sign deemed rejection, JR 22(b).
Representatives’ chamber, use of, HR 34.
  Electronic media and media personnel, HR 42.
Reprinting of bills and resolutions following substantive amendment, JR 18.
Resignation of committee members, SR 18; HR 20; JR 3(e).
Resolutions--
  Action on, SR 9; HR 11; JR 17(b).
  Alteration following introduction, JR 7(i), 13(b).
  Amend, motion to, SR 29(10); HR 28(8), 31(d).
  Amendments to, See Amendments to bills and resolutions, above.
  Appointments by General Assembly, favorable report, JR 17(b).
  Boxing of, JR 5(d).
  Calendar, appearance on, SR 9; HR 11; JR 17.
  Certified copy of, JR 7(h).
  Change of reference--
    Generally, JR 8(c).
    Ad hoc committee on, JR 8.
    Vote tally to accompany favorable change of reference, JR 5(d).
Resolutions--Cont’d.
  Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Committee--
    Refusal of member to sign report deemed rejection, JR 22(b).
    Report may not be amended, JR 17(f), 22(c).
  Reference, JR 6(c), 8(c), 19.
    Resolutions, JR 7, 9.
    Deadlines, JR 9(e), (f).
    Vote to have prepared, JR 9(d).
Conference committee report--
  May not be amended, JR 17(f), 22(e).
  Refusal of member to sign deemed rejection, JR 22(b).
Conformed copy or certified copy of, JR 7(h), 10.
Consent calendar, SR 19(9), 31; HR 43.
Copies of, JR 7(f), 8(c).
Correction following passage, JR 24.
Co-sponsoring of, JR 7(c).
  Removal of introducer’s or co-sponsor’s name from, JR 7(c)(2).
Deadlines, JR 8, 9.
Disagreeing actions, SR 9; HR 11; JR 17(f), 22.
Drafting or preparation of, JR 7(b), 9(d).
Duplicate copies, JR 7(h), 10.
Emergency certification of, SR 9; HR 11.
   First action by other chamber, when, SR 9(A); HR 11(A); JR 17(d).
Engrossing of, JR 25, 26.
Favorable report--
   See also Favorable reports, above.
   Substitute resolution, preparation and filing of, JR 10.
Files, printing in, SR 9; HR 11; JR 17(c).
Final action, roll call machine to be used, when, HR 39.
   Clerk may call roll if machine malfunctioning, HR 39.
First reading, JR 16.
Form of, JR 7.
“Go list”, HR 11.
Immediate transmittal, HR 11.
Interim, resolutions raised during, JR 34(c).
Introducer’s or co-sponsor’s name, removal of, JR 7(c)(2).
Introduction, SR 19(3), 20; HR 21(3); JR 7, 9.
   Even-year session, JR 8, 9(i).
List of resolutions to be acted on, HR 11.
Motion to recall, JR 21.
New business, time for receiving, JR 8(a).
Not reported, disposition, JR 27.
Numbering of, JR 7(d).
Original deposited with committee clerk, JR 8(b).
Petition--
   For preparation of, JR 11.
   To report, JR 19.
Preparation by Legislative Commissioners’ Office, JR 7(b), 9(d).
Printing of, JR 7(f), 8(b).
Proposed--
   Generally, JR 7-9, 15.
   Additional information or documentation from members, deadlines for, JR 8(d).
   Certified copy, JR 7(h).
   Copies of, preparation of, JR 7(c), 8(b).
   Deadline, JR 8(a).
   Designation of chamber of origin, JR 7(c).
   Form, JR 7.
   Initial reference to committee by LCO, JR 7(e).
   Original number retained and used, JR 7(d).
   Reserved for subject matter public hearing, JR 6(a), 9, 15(b), 34(b).
   Sponsoring and co-sponsoring, JR 7(c).
   Removal of introducer’s or co-sponsor’s name from, JR 7(c)(2).
   Suggested committee reference noted on, JR 7(e).
Public hearings--
   See also Public hearings, above.
   Required, when, JR 15(b).
Subject matter, JR 6(a), 9, 15(b), 34(b).
Raised, JR 5, 9, 17.
Questions re, JR 5.
Reading of, JR 8(b), 16, 17.
Recall from other chamber, JR 21.
Receiving of, statement, SR 20.
Reconsideration, SR 10, 26; HR 12, 30, 36; JR 21, 26.
Record of action, SR 11; HR 13; JR 5(d).
Referred--
By one chamber to committee, time for action on, JR 15(f).
To committee after that committee’s deadline, JR 15(f).
To committee, SR 9(1)(a), 29(11); HR 11(1)(a), 28; JR 6(c), 7(e), 8(b), (c), 19.
Reports on, JR 5, 13--15, 19, 20.
Reprinting following substantive amendment, SR 30; JR 18.
Retained pending reconsideration, SR 10; HR 12.
Roll call vote, SR 24; HR 39; JR 17(g).
Clerk may call roll if machine malfunctioning, HR 39.
Second reading, JR 16.
Sent to other chamber for concurring reference, JR 8(b).
Signatures of both chairpersons required, when, JR 7(h).
Starred for action, SR 9, 30, 31; HR 11, 43; JR 17(e).
Statement--
Concerning, SR 20.
Of object, SR 20.
Subject matter public hearings, drafting of, following, JR 9(d), 15(b).
Substantive amendment--
Referral to Legislative Commissioners following, SR 30.
Reprinting following, SR 30; JR 18.
 Substitute, preparation and filing of, JR 10.
Third reading, JR 16.
Time limit for preparation by Legislative Commissioners’ Office, JR 8, 9.
Extension, JR 8(a).
Transmittal, HR 11; JR 17(d), 26.
Unfavorable report, JR 15(c), 20.
Revisor’s bill, JR 9(h).
Return of bills following passage, JR 23.
Rising vote by Senate, SR 25.
Roll call voting, SR 24; HR 39--41.
Rules--
Amendment or suspension of, SR 33, 35; HR 46, 47; JR 29.
House, precedence over joint rules and Mason’s Manual of Legislative
Procedure, when, HR 23.
Parliamentary practice comprised in Mason’s Manual of Legislative
Procedure to govern, when, SR 32, 33; HR 22, 23.
Senate, precedence over joint rules and Mason’s Manual of Legislative
Procedure, when, SR 33.
Suspension of, SR 33, 35; HR 46, 47.
Rules and orders, transgression of, SR 16, 18.

S

Scheduling of committee meetings, JR 5(a).
Seating assignments, HR 32, 33.
Secretary of the State—
Communications from, SR 19(2); HR 21(2); JR 26.
Engrossed bills and resolutions, duties re, JR 26.
Select committees--
Number of, membership, JR 3(a), (d).
Select Committee on Aging, JR 3(d)(3), (e).
Select Committee on Children, JR 3(d)(2), (e).
Select Committee on Housing, JR 3(d)(1), (e).
Select Committee on Veterans’ Affairs, JR 3(d)(4), (e).
Senate--
See also President of Senate and President pro tempore, above.
Adjournment, SR 2.
Agenda, acceptance of, action by clerk’s office following, SR 9.
Communicating with members while in session, SR 28.
Conflict of interest, avoidance of, SR 15.
Contested elections, SR 17.
Disturbance or disorderly conduct in or about Senate chamber, SR 5.
Doubtful result of vote, vote to be taken by rising, SR 25.
Fiscal impact information to be available with certain Senate amendments, SR 30.
Gallery, operation of laptop computer or similar device in while Senate in session prohibited SR 34.
Signed and typewritten explanation required, when, SR 30.
Joint resolutions, SR 9.
See also Resolutions, above.
Laptop computer or similar device, operation in Senate gallery while Senate in session prohibited, SR 34.
Lobbyists prohibited from floor, when, exception, SR 28.
Majority and minority leaders ex-officio members of all committees, JR 4.
Number of members permitted on committees, SR 18.
Pairs, SR 27.
Pro forma session, SR 9(b).
Proceed to business if quorum present, SR 1.
Reconsideration, permitted, when, SR 10, 26.
Roll call machine, use required, when, SR 24.
Speaking with members while in session, SR 28.
Voting in, SR 15, 24--27, 32.
Wireless telephones or similar devices, use prohibited, when, SR 34; JR 30(c).
Separate determination of question by Senate and House committee members, when, JR 5(c).
Sergeant-at-arms, duties, HR 42, 45.

Session in even-numbered years, SR 18; JR 5(a, b), 6(a), 8(a), 9, 11, 15(a), 17(d), 18, 20, 31(6), 34(c).
Signs in House gallery prohibited, HR 45.
Smoking in the Capitol and Legislative Office Building prohibited except in designated areas, SR 34; HR 45; JR 30(a).
Speaker--
  Generally, HR 1--9, 14, 16, 18--20, 23, 24, 26, 30, 31, 33, 35, 36, 39, 41; JR 2, 3, 5--9, 13, 15, 22, 28.
  Acting speaker, election of, HR 7.
  Ad hoc committee on reference, JR 8(c).
  Address, form of by members, HR 16.
  Adjournment of House, HR 2.
  Agreements or stipulations under section 3-125a of the general statutes re lawsuits involving the state, duties re JR 32.
  Amendments, waiving of filing requirements, HR 31.
  Admission of nonmembers to floor, HR 42.
  Appointment of assistant deputy speaker, majority caucus chairperson, deputy majority caucus chairperson, assistant majority leaders, majority whips, chairpersons, vice-chairpersons, and committee members, HR 20.
  Bills, referred to committee by, JR 8(b).
  Call to order, HR 1, 7.
  Chairpersons and vice-chairpersons, appointed or approved by, HR 20.
  Chamber, use of granted by, HR 34.
  Electronic media and media personnel, HR 42.
  Chaplain, nominated by, HR 9.
  Clerical work for House, directed by, HR 14.
  Collective bargaining agreements, supplemental understandings and arbitration awards resolutions, duties re, JR 31.
  Committee clerks, approval of, HR 20.
  Committee meetings, See Committees, at Meetings, above.
  Committee members appointed by, HR 20.
  Removal of member by, concurrence of minority leader, HR 20(d).
  Committee on conference, JR 22.
  Committee on contested elections, appointment of, HR 19.
Committees--
  Appointment of, HR 20.
  Ex-officio member of all, JR 4.
  Conference, committee on, JR 22(a).
  Contested elections, committee on, appointed by, HR 19.
  Declaration of vote, HR 36.
  Deputy speakers, appointment and duties, HR 7, 8, 20.
  Discipline, preservation of, HR 3, 5.
  Disturbances and disorderly conduct, powers re, HR 5; JR 28.
  Division of House, HR 36--38.
  Doors, order to close, HR 40.
  Emergency certification, HR 11; JR 9(h), 15(d), 17(d).
  Emergency committee meetings, certification, JR 5(b).
  Executive and Legislative Nominations Committee, appointments to, JR 3(c)(2), (e).
  Extension of time for--
Examination of favorably reported bills and resolutions by Legislative Commissioners’ Office, JR 13(c).
Preparation of bills and resolutions by Legislative Commissioners’ Office, JR 8(a).
Favorable reports, extension of time for processing, JR 13(c).
See also Favorable reports, above.
“Go list”, HR 11.

Speaker--Cont’d.
Hall of the House, use of granted by, HR 34.
Electronic media and media personnel, HR 42.
Joint convention, report, JR 2.

Lawsuits involving the state, agreements or stipulations under section 3-125a of the general statutes, duties re, JR 32.
Leaving chair, designation of deputy speaker or member to perform duties of chair, HR 6.
Legislative Management Committee, co-chairperson, JR 3(c)(1), (e).
List of bills and resolutions to be acted on, HR 11.
Members--
  Addressing, HR 16.
  Entitled to floor, HR 16.
  Excused from voting, HR 40.
  Transgression of rules by, HR 18.
Motion to divide, order of voting, HR 27.
Motions stated by, HR 24, 25.
Order and decorum, HR 3, 5.
Order of voting on divisions of question, HR 27.
Preservation of order and decorum, HR 3, 5.
Program Review and Investigations Committee--
  Ranking member, appointment during 2007-2008 biennium, HR 20.
Referral of matter to committee before or after committee’s deadline, required when, HR 20(e)(2).
Regulation Review Committee--
  Chairperson, appointment during 2007-2008 biennium, HR 20.
Removal of committee members by, concurrence of minority leader, when, HR 20(d).
Reporting out of bills required by, JR 15.
Rise to put question or address House, HR 3.
Roll call vote ordered following doubtful voice vote, HR 36.
Seating assignment committee, appointment of, HR 32.
Select Committees, appointments to, JR 3(d), (e).
Staff clerks of standing and select committees, appointment of approved by, HR 20.
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
Tellers, appointment of, HR 37.
“The chair is in doubt”, procedure following, HR 36.
Transgression of rules and orders by member, HR 3, 18.
Unprinted bills, action on required by, JR 15(d).
Voice vote, determination of when result doubtful, HR 36.
Vote--
  Announcement of, HR 41.
Without division, HR 36.
Speaking privileges, SR 14, 16; HR 16--18.
Special order, consideration of matters on calendar pursuant to, HR 44.
Amendment to bill or resolution scheduled for consideration on date certain pursuant to, filing deadline, HR 31(b).
Special sessions, calling of, JR 33.
Staff clerks of standing and select committees, appointment of, HR 20.
Standing committees, See Committees; and particular committees.
Starred for action, bills and resolutions, SR 9, 30, 31; HR 11, 43; JR 17(d).
State officials--
Admission to the floor of Senate, SR 28.
Testimony at public hearings, time for, JR 6(c)(ii).
State real property, bills providing for conveyance of, JR 15(e).
Statement of purpose to appear on bills and certain resolutions, JR 7(b), (g).
Statutory committees, JR 3(c).
Stipulations or agreements under section 3-125a of the general statutes re lawsuits involving the state, duties re, JR 32.
Studies, legislative, within cognizance of Legislative Management Committee, JR 3(c)(1).
Subject matter public hearings, JR 6(a), 9(d), (e), (f), 11, 15(b), 34(b).
Substitute bills and resolutions, preparation and filing of, JR 10.
Suspension of the rules, SR 33, 35; HR 46, 47; JR 29.

Tally, no member may vote or change vote after Speaker has requested clerk to announce, HR 41.
Task forces, legislative, within cognizance of Legislative Management Committee, JR 3(c)(1).
Technical session, referral of matter to committee at, HR 20(b).
Tellers, appointment of, HR 37.
Testimony at public hearings, See Public hearings, above.
Tie vote, HR 38.
Transcript--
Senate agenda, items listed in, incorporation in by reference, SR 9.
Written testimony submitted at public hearing, inclusion in or with, JR 6(c).
Transgression of rules of order, SR 3, 16; HR 3, 18.
Transmittal of bills and resolutions, SR 9; HR 11; JR 26.
Emergency certified bills and resolutions, first action in other chamber, when, SR 9(A); HR 11(A); JR 17(d).
Transportation committee, JR 3(b) (Group A(9)), (e).

Unfavorable reports--
Generally, JR 5(d), 15(c), 19, 20.
Collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Executive and Legislative Nominations Committee nomination, action on, JR 20.
Judicial nomination, action on, JR 20.
Rejection of, JR 20.
Time for, JR 15(c).
Vote tally to accompany bill or resolution, when, JR 5(d).
Workers’ compensation commissioner nomination, action on, JR 20.
Unprinted bills, action on, JR 15(d).
Use of House chamber, HR 34.
Electronic media and media personnel, HR 42.

Vacancy in chair when House convenes, HR 7.
Veterans’ Affairs, Select Committee on, JR 3(d)(4), (e).
Vice-chairperson of committees, SR 18; HR 20.
Voice vote, determination of where result doubtful, HR 36.
Vote--
  Change of following roll call, HR 41.
Vote--Cont'd.
  Clerk may call roll if machine malfunctioning, HR 39.
  Declaration of, no further vote following except reconsideration, HR 36.
  Division of House, HR 37, 38.
  Doors, closing of during, HR 40.
  Doubtful result, SR 25; HR 36.
  Equal division, effect, HR 38.
  Excess of votes, HR 40.
  Following declaration of vote, prohibited except under reconsideration, HR 36.
  Members required to, when, SR 36; HR 40.
  Pairs, SR 27.
  Proxy vote prohibited, JR 5(e).
  Reconsideration, SR 10, 26; HR 12, 30, 36; JR 21, 23, 24.
    In committee, JR 5(c).
  Rising, by Senate, SR 25.
  Roll call machine, SR 24; HR 39--41.
    Clerk may call roll if machine malfunctioning, HR 39.
  Roll call vote required, when, JR 17(g).
  Tally to accompany favorable report, unfavorable report, favorable change of reference or boxing of bill or resolution, JR 5(d).
  Tie vote, effect, HR 38.
  Without division, HR 36.
Voting, SR 15, 24--27, 36; HR 30, 36--41.
Voting on collective bargaining agreements, supplemental understandings and arbitration awards, resolutions, JR 31.
Whips, majority, appointment of, HR 20.
Wireless telephones or similar devices, use in Senate and House chambers prohibited, when, SR 34; HR 45; JR 30(c).
Withdrawal of motion, SR 22; HR 25.
Written testimony submitted at public hearing, inclusion in or with transcript, JR 6(c).
## DIRECTORY OF THE CAPITOL

<table>
<thead>
<tr>
<th>Room</th>
<th>East Side</th>
<th>West Side</th>
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<tbody>
<tr>
<td>011</td>
<td>Aging (Select Committee on)</td>
<td>Office of Information Technology Services</td>
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<td>League of Women Voters</td>
<td>State Capitol Police</td>
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<td>House Democrat Offices</td>
<td>Commerce Committee</td>
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<td>109</td>
<td>House Clerk's Office</td>
<td>Auditors of Public Accounts</td>
<td>114-116</td>
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<td>House Republican Office</td>
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<td>Room</td>
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<td>First Floor</td>
<td>Second Floor</td>
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1A through 1E Hearing Rooms

2A through 2E Hearing Rooms
# DIRECTORY OF THE LEGISLATIVE OFFICE BUILDING

## Third Floor

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<td>3700</td>
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<td>3800</td>
<td>Public Safety and Security Committee</td>
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<td>3900</td>
<td>Finance, Revenue and Bonding Committee</td>
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<td>Labor and Public Employees Committee</td>
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<td>Energy and Technology Committee</td>
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## Fifth Floor

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<td>Library</td>
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<tr>
<td>5500</td>
<td>Legislative Commissioners' Office</td>
</tr>
</tbody>
</table>
CONNECTICUT ELECTIVE STATE OFFICERS

GOVERNOR: M. JODI RELL (R)
Room 202, State Capitol, Hartford, CT 06106-1591
Tel: 860-566-4840 or 800-406-1527

LIEUTENANT GOVERNOR: MICHAEL C. FEDELE (R)
Room 304, State Capitol, Hartford, CT 06106-1591 Tel: 860-524-7384

SECRETARY OF THE STATE: SUSAN BYSIEWICZ (D)
Room 104, State Capitol, Hartford, CT 06106-1591 Tel: 860-509-6200

TREASURER: DENISE NAPPIER (D)
55 Elm Street, Hartford, CT 06106
Tel: 860-702-3010 or 800-618-3404

COMPTROLLER: NANCY WYMAN (D)
55 Elm Street, Hartford, CT 06106 Tel: 860-702-3301

ATTORNEY GENERAL: RICHARD BLUMENTHAL (D)
55 Elm Street, Hartford, CT 06106 Tel: 860-808-5318