
THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE RESOLUTION

No. 16

Session of
1997

INTRODUCED BY VITALI, GORDNER, CARONE, PLATTS, STEELMAN, WALKO,
LEVDANSKY, CAWLEY, CORPORA, SCRIMENTI AND ROBERTS,
JANUARY 27, 1997

REFERRED TO COMMITTEE ON RULES, JANUARY 27, 1997

A RESOLUTION

1 Amending House Rule 45.

2 RESOLVED, That House Rule 45 be amended to read:

3 RULE 45

4 Powers and Duties of Standing Committees

5 and Subcommittees

6 The chairman of each standing committee and subcommittee
7 shall fix regular weekly, biweekly or monthly meeting days for
8 the transaction of business before the committee or
9 subcommittee. [The chairman of the committee or subcommittee
10 shall notify all members, at least 24 hours in advance of the
11 date, time and place of regular meetings, and, insofar as
12 possible, the subjects on the agenda.] Notice of committee
13 meetings and the meeting agenda shall be given to committee
14 members and posted in accordance with section 9(d) of the act of
15 July 3, 1986 (P.L.388, No.84), known as the Sunshine Act, no
16 later than 12 noon on the second business day prior to the
17 meeting. Amendments to be considered at a meeting shall be

1 delivered to the Harrisburg office of each committee member no
2 later than 12 noon on the business day prior to the committee
3 meeting. Bills not contained in the notice or amendments not
4 delivered in accordance with this rule may not be considered at
5 a committee meeting. In addition to regular meetings, special
6 meetings may be called from time to time by the chairman of the
7 committee or subcommittee as they deem necessary. No committee
8 shall meet during any session of the House without first
9 obtaining permission of the Speaker. During any such meeting, no
10 vote shall be taken on the Floor of the House on any amendment,
11 recommittal motion, final passage of any bill, or any other
12 matter requiring a roll call vote. Any committee meeting called
13 off the Floor of the House shall meet in a committee room. In
14 addition to the specific provisions of this Rule 45, all
15 provisions of the [act of July 19, 1974 (P.L.486, No.175)]
16 Sunshine Act relative to notice of meetings shall be complied
17 with.

18 At regularly scheduled meetings, or upon the call of the
19 chairman, or subcommittee chairman, for special meetings, the
20 membership of such committees shall meet to consider any bill,
21 resolution, or other matter on the agenda. The secretary of each
22 standing committee, or in case of subcommittees a secretary
23 designated by the subcommittee chairman, shall record:

- 24 (1) the minutes of the meeting,
25 (2) all votes taken,
26 (3) a roll or attendance of members at standing committee or
27 subcommittee meetings showing the names of those present, absent
28 or excused from attendance, and
29 (4) dispatch of bills and resolutions before the committee.

30 Such records shall be open to public inspection. On the first

1 legislative day of each week the House is in session, the
2 chairman of each standing committee shall submit to the Chief
3 Clerk for inclusion in the House Journal only, the roll or
4 record of attendance of members at standing committee or
5 subcommittee meetings held prior thereto and not yet reported,
6 along with the record of all votes taken at such meetings. All
7 reports from standing committees shall be prepared in writing by
8 the secretary of the committee. Members of a standing committee
9 may prepare in writing and file a minority report, setting forth
10 the reasons for their dissent. Such committee reports shall be
11 filed with the Chief Clerk within five days of the meeting. All
12 meetings at which formal action is taken by a standing committee
13 or subcommittee shall be open to the public, making such reports
14 as are required under Rule 44. When any member, except for an
15 excused absence, fails to attend five consecutive regular
16 meetings of his committee, the chairman of that committee or
17 subcommittee shall notify him of that fact and, if the member in
18 question fails to reasonably justify his absences to the
19 satisfaction of a majority of the membership of the standing
20 committee of which he is a member, his membership on the
21 committee or subcommittee shall be deemed vacant and the
22 chairman of the standing committee shall notify the Speaker of
23 the House to that effect. Such vacancy shall then be filled in
24 the manner prescribed by these rules.

25 Whenever the chairman of any standing committee shall refuse
26 to call a regular meeting, then a majority of the members of the
27 standing committee may vote to call a meeting by giving two days
28 written notice to the Speaker of the House, setting the time and
29 place for such meeting. Such notice shall be read in the House
30 and the same posted by the Chief Clerk in the House Chamber.

1 Thereafter, the meeting shall be held at the time and place
2 specified in the notice. In addition, all provisions of the [act
3 of July 19, 1974 (P.L.486, No.175)] Sunshine Act relative to
4 notice of meetings shall be complied with.

5 Records, bills and other papers in the possession of
6 committees and subcommittees, upon final adjournment of the
7 House shall be filed with the Chief Clerk.

8 No committee report, except a report of the Appropriations
9 Committee, shall be recognized by the House, unless the same has
10 been acted upon by a majority vote of the members of a standing
11 committee present at a committee session actually assembled and
12 meeting as a committee, provided such majority vote numbers at
13 least 11 members, and provided further a quorum is present. No
14 committee report of the Appropriations Committee shall be
15 recognized by the House, unless the same has been acted upon by
16 a majority vote of the members of such committee present at a
17 committee session actually assembled and meeting as a committee,
18 provided such majority vote numbers at least 14 members, and
19 provided further a quorum is present.

20 No proxy voting shall be permitted in committee, except as
21 provided for herein. If a member reports to a scheduled
22 committee meeting and advises the chairman and other members of
23 a conflicting committee meeting or other legislative meeting
24 which he or she must attend, the member is authorized to give
25 the chairman or minority chairman his or her proxy in writing
26 which shall include written instructions for the exercise of
27 such proxy by the chairman or minority chairman during the
28 meeting. The member should also advise the chairman where he or
29 she can be reached. In the event the conflicting committee
30 meeting or other legislative meeting is scheduled to convene at

1 the same time or prior to the meeting at which a member desires
2 to vote by proxy, such proxy shall be delivered by the member in
3 person to the offices of both the chairman and minority chairman
4 prior to, but on the same day as, the conflicting meetings.

5 When the majority of the members of a standing committee
6 believe that a certain bill or resolution in the possession of
7 the standing committee should be considered and acted upon by
8 such committee, they may request the chairman to include the
9 same as part of the business of a committee meeting. Upon
10 failure of the chairman to comply with such request, the
11 membership may require that such bill be considered by written
12 motion made and approved by a majority vote of the entire
13 membership to which such committee is entitled.

14 Whenever the phrase "majority of members of a standing
15 committee or subcommittee" is used in these rules, it shall mean
16 majority of the entire membership to which a standing committee
17 or subcommittee is entitled, unless the context thereof
18 indicates a different intent.

19 To assist the House in appraising the administration of the
20 laws and in developing such amendments or related legislation as
21 it may deem necessary, each standing committee or subcommittee
22 of the House shall exercise continuous watchfulness of the
23 execution by the administrative agencies concerned of any laws,
24 the subject matter of which is within the jurisdiction of such
25 committee or subcommittee; and, for that purpose, shall study
26 all pertinent reports and data submitted to the House by the
27 agencies in the executive branch of the Government.

28 The Committee on Appropriations shall have the power to issue
29 subpoenas under the hand and seal of its chairman commanding any
30 person to appear before it and answer questions touching matters

1 properly being inquired into by the committee, which matters
2 shall include data from any fund administered by the
3 Commonwealth, and to produce such books, papers, records,
4 documents and data and information produced and stored by any
5 electronic data processing system as the committee deems
6 necessary. Such subpoenas may be served upon any person and
7 shall have the force and effect of subpoenas issued out of the
8 courts of this Commonwealth. Any person who willfully neglects
9 or refuses to testify before the committee or to produce any
10 books, papers, records, documents or data and information
11 produced and stored by any electronic data processing system
12 shall be subject to the penalties provided by the laws of the
13 Commonwealth in such case. Each member of the committee shall
14 have power to administer oaths and affirmations to witnesses
15 appearing before the committee. The committee may also cause the
16 deposition of witnesses either residing within or without the
17 State to be taken in the manner prescribed by law for taking
18 depositions in civil actions.