

THE GENERAL ASSEMBLY OF PENNSYLVANIA

HOUSE RESOLUTION

No. 12 Session of 2021

INTRODUCED BY GROVE, ROTHMAN, GREINER, PICKETT, CAUSER, IRVIN,
BOBACK, OWLETT, MILLARD, R. MACKENZIE, COOK, TOOHL, GLEIM,
METCALFE, SCHLEGEL CULVER, STAMBAUGH, KEEFER, HICKERNELL,
MOUL, SANKEY, GREGORY AND M. MACKENZIE, JANUARY 11, 2021

REFERRED TO COMMITTEE ON RULES, JANUARY 11, 2021

A RESOLUTION

1 Adopting permanent rules for the House of Representatives,
2 further providing for powers and duties of standing
3 committees and subcommittees.

4 RESOLVED, That the Permanent Rules of the House of
5 Representatives (2019-2020) be adopted as the Permanent Rules of
6 the House of Representatives for the 2021-2022 session of the
7 House of Representatives with the following amendments to the
8 heading and Rule 45:

9 [2019-2020] 2021-2022

10 GENERAL OPERATING RULES

11 OF THE HOUSE OF REPRESENTATIVES

12 * * *

13 RULE 45

14 Powers and Duties of Standing Committees

15 and Subcommittees

16 A standing committee is authorized:

17 (1) To maintain a continuous review of the work of the

1 Commonwealth agencies concerned with their subject areas and
2 the performance of the functions of government within each
3 such subject area, and for this purpose to request reports
4 from time to time, in such form as the standing committee
5 shall designate, concerning the operation of any Commonwealth
6 agency and presenting any proposal or recommendation such
7 agency may have with regard to existing laws or proposed
8 legislation in its subject area.

9 (2) To require public officials and employees and
10 private individuals to appear before the standing committee
11 for the purpose of submitting information to it.

12 (3) To inspect and investigate the books, records,
13 papers, documents, data, operation and physical plant of any
14 public agency in this Commonwealth.

15 (4) To issue subpoenas, subpoenas duces tecum and other
16 necessary process to compel the attendance of witnesses and
17 the production of any books, letters or other documentary
18 evidence desired by the standing committee. The chair may
19 administer oaths and affirmations in the manner prescribed by
20 law to witnesses who shall appear before the standing
21 committee to testify.

22 The chair of each standing committee and subcommittee shall
23 fix regular weekly, biweekly or monthly meeting days for the
24 transaction of business before the committee or subcommittee.
25 The chair of the committee or subcommittee shall notify all
26 members, at least 24 hours in advance of the date, time and
27 place of regular meetings, and, insofar as possible, the
28 subjects on the agenda. In addition to regular meetings, special
29 meetings may be called from time to time by the chair of the
30 committee or subcommittee as they deem necessary. No recess or

1 combination of recesses shall exceed 48 hours for any committee
2 meeting or subcommittee meeting. No committee shall meet during
3 any session of the House without first obtaining permission of
4 the Speaker. During any such meeting, no vote shall be taken on
5 the Floor of the House on any amendment, recommittal motion,
6 final passage of any bill, or any other matter requiring a roll
7 call vote. Any committee meeting called off the Floor of the
8 House shall meet in a committee room. In addition to the
9 specific provisions of this rule, all provisions of 65 Pa.C.S.
10 Ch. 7 (relating to open meetings) relative to notice of meetings
11 shall be complied with.

12 At regularly scheduled meetings, or upon the call of the
13 chair, or subcommittee chair, for special meetings, the
14 membership of such committees shall meet to consider any bill,
15 resolution, or other matter on the agenda. The secretary of each
16 standing committee, or in case of subcommittees a secretary
17 designated by the subcommittee chair, shall record:

18 (1) the minutes of the meeting,
19 (2) all votes taken,
20 (3) a roll or attendance of members at standing committee or
21 subcommittee meetings showing the names of those present, absent
22 or excused from attendance, and the majority and minority chairs
23 or their designees shall verify by their signatures all votes
24 taken and the roll or attendance of those members present,
25 absent or excused before said records are submitted to the Chief
26 Clerk, and

27 (4) dispatch of bills and resolutions before the committee.
28 Such records shall be open to public inspection. On the first
29 legislative day of each week the House is in session, the chair
30 of each standing committee shall submit to the Chief Clerk for

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

23 Whenever the chair of any standing committee shall refuse to
24 call a regular meeting, then a majority of the members of the
25 standing committee may vote to call a meeting by giving two days
26 written notice to the Speaker of the House, setting the time and
27 place for such meeting. Such notice shall be read in the House
28 and the same posted by the Chief Clerk in the House Chamber.
29 Thereafter, the meeting shall be held at the time and place
30 specified in the notice. In addition, all provisions of 65

1 Pa.C.S. Ch. 7 (relating to open meetings) relative to notice of
2 meetings shall be complied with.

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

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

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

1 delivered to both the chair and minority chair prior to, but on
2 the same day as, the conflicting meetings.

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

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

17 The Committee on Appropriations shall have the power to issue
18 subpoenas under the hand and seal of its chair commanding any
19 person to appear before it and answer questions touching matters
20 properly being inquired into by the committee, which matters
21 shall include data from any fund administered by the
22 Commonwealth, and to produce such books, papers, records,
23 accounts, reports, documents and data and information produced
24 and stored by any electronic data processing system as the
25 committee deems necessary. Such subpoenas may be served upon any
26 person and shall have the force and effect of subpoenas issued
27 out of the courts of this Commonwealth. Any person who willfully
28 neglects or refuses to testify before the committee or to
29 produce any books, papers, records, accounts, reports, documents
30 or data and information produced and stored by any electronic

1 data processing system shall be subject to the penalties
2 provided by the laws of the Commonwealth in such case. Each
3 member of the committee shall have power to administer oaths and
4 affirmations to witnesses appearing before the committee. The
5 committee may also cause the deposition of witnesses either
6 residing within or without the State to be taken in the manner
7 prescribed by law for taking depositions in civil actions.