



**132ND GENERAL ASSEMBLY - HOUSE CRIMINAL JUSTICE COMMITTEE
COMMITTEE RULES**

Meeting Time & Location: Committee meetings will be held on Tuesdays at 1:30 pm in Statehouse Room 114 unless otherwise notified. We will be prompt with our starting time. For quorum purposes, all members are asked to please be in the hearing room or checked in at this time.

Voting & Roll Call:

- Per House Rule 41, proxy voting is not allowed.
- A Member **cannot** vote on any bill, amendment, or substitute bill or sign the voting sheet for a bill if that member was not checked in or in attendance at committee prior to the vote being called.
- A Member must sign the voting sheet to record his or her vote even after the roll is taken, or the Member's vote will not be counted.
- The roll will be held open at the discretion of the Chair

Absences: The Chair respectfully requests that members provide written notice in advance of anticipated absences. This letter will be placed into the official committee records which are turned in to the Clerk's Office at the end of the General Assembly. Please note that House Rule 41 states that "three consecutive absences from regularly scheduled committee meetings shall operate to suspend a member from such committee, unless excused by the Chair."

Amendments: In the interest of giving committee members adequate time for review, it is the preference of the Chair that 40 copies of amendments and substitute bills (with the name of the sponsor on each copy) be submitted to his office in advance of committee meetings, at least 24 hours prior to committee meetings. The Chair also requests those documents to be sent to his office electronically, so they can be emailed to members prior to committee meetings.

Testimony: Please submit said testimony no less than 24 hours prior to the *beginning* of the meeting on the date your corresponding witness is scheduled to testify. Please submit said testimony by sending an electronic copy of said testimony to: CriminalJusticeCommittee@ohiohouse.gov. It is the discretion of the Chair to limit testimony in the interest of time. Generally, each witness will be allotted five to seven minutes to testify.

Audio/visual recording: Pursuant to House Rule 112, photo, video and audio taping of committee hearings or portions thereof may be permitted at the discretion of the Chair by submitting a written request to the Chair's office at least twenty-four hours in advance of committee. Live broadcast coverage of committee hearings may be conducted with prior notification of the Speaker and under such conditions as the Speaker and Chair may establish. Parties recording the committee hearings must also fill out witness slips.