



HOUSE COMMITTEE ON JUDICIARY
Subcommittee on Civil Law
Subcommittee Rules
81st Legislative Assembly
2021 Session

The subcommittee will operate in accordance with the Oregon Constitution, House Rules, Committee Rules, Mason's Manual of Legislative Procedure and applicable statutory provisions.

1. **Quorum:** A majority of the members appointed to the subcommittee shall constitute a quorum for the transaction of business. In the absence of a quorum, the chair may assign fewer members to receive public testimony. A roll call shall determine the attendance of members, wherein they shall state their name and if they are attending by audio or video when meeting remotely.
2. **Rules Suspension:** Subcommittee rules may be suspended by the affirmative vote of two thirds of the members appointed.
3. **Meeting Agendas:** The chair of the subcommittee shall be appointed by the Speaker of the House. The chair, shall call subcommittee meetings, set agendas and cause notice of the time and place of the meetings. The notice shall specify the type of meeting and, if applicable, whether testimony will be taken. The chair may set a time limit on public testimony for the purpose of accommodating the greatest number of witnesses. All meetings shall be open to the public.
4. **Carry-Over Items:** In the event the subcommittee does not complete the scheduled agenda, the items may be carried over to the next scheduled meeting with the following guidelines:
 - (a) The measure must have been initially scheduled within the time required under House Rule 8.15.
 - (b) The measure must be carried over for the same type of meeting or that portion which was left unfinished upon adjournment.
 - (c) The chair announces in subcommittee his/her intent to schedule the measure for the next meeting.
 - (d) A revised agenda listing the measures that originally received the notice required shall be posted as soon as possible following adjournment of the subcommittee meeting.
5. **Votes on Motions:** A roll call vote shall be taken and recorded on any question. The affirmative vote of a majority of the members of the subcommittee is required to:
 - (a) Table a measure;
 - (b) Remove a measure from the table;
 - (c) Amend a measure;

- (d) Approve recommendations to the full committee.
6. **Seconds on Motions:** A motion does not require a second.
 7. **Recording:** All meetings of House subcommittees shall be recorded. A recoding log sufficient to serve as an index to the recording shall be available to the public within a reasonable time after the meeting and shall contain at least the following information:
 - (a) Members present, excused or absent;
 - (b) All motions and their disposition;
 - (c) Results of all votes; and
 - (d) Any announced conflicts of interest.
 8. **Attribution of Requests:** Proposed amendments to all measures shall bear the appropriate attribution pursuant to House Rule 8.23
 9. **Amendment Requirements:** Only written amendments prepared by Legislative Counsel may be considered by the subcommittee. A subcommittee may take action on amendments to a measure only after the full text of the amendment has been made publicly available online pursuant to House Rule 8.20(2). Proposed amendments to all measures shall bear the appropriate attribution pursuant to House Rule 8.23.
 10. **Impact Statements:** No measure shall be reported out of the subcommittee to the full committee unless any fiscal and/or revenue impact statements have been distributed and reviewed by the subcommittee.
 11. **Conflict of Interest:** When involved in an actual or potential conflict of interest, as defined by ORS 244.020, a member shall announce in the subcommittee meeting the nature of the actual or potential conflict prior to voting on the issue giving rise to the conflict. The member shall file in writing a statement of the nature of the actual or potential conflict with the subcommittee assistant by 5:00 p.m. the next business day following the vote on the measure. The statement shall be limited to the substance of the oral explanation given in subcommittee. The member's announcement of an actual or potential conflict of interest shall be recorded in the subcommittee minutes.

Proposed: January 25, 2021