



CONSTITUTION REVISION COMMISSION

2017 - 2018

CARLOS BERUFF, CHAIRMAN

MEETING NOTICE: RULES WORKING GROUP

DATE: Wednesday, May 17, 2017

TIME: 11:00 AM – 4:00 PM

LOCATION: Hillsborough Community College, Dale Mabry Campus, DSTU Auditorium, Room
111, 4001 W. Tampa Bay Blvd., Tampa, FL 33614-7820

Public Comment

Rules of the Commission

Constitution Revision Commission

Rules Work Group Meeting Packet

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1 Resolution

2 A resolution establishing the Rules of the
3 Constitution Revision Commission for the 2017-2018
4 term.

5
6 Be It Resolved by the Constitution Revision Commission:

7
8 That the following rules shall govern the Constitution
9 Revision Commission for the 2017-2018 term:

10
11 RULE ONE

12 CHAIR, OFFICERS, MEMBERS, AND EMPLOYEES

13
14 PART ONE—COMMISSION CHAIR15
16 1.1 Appointment of the Chair.—

17 The Chair of the Constitution Revision Commission is
18 appointed by the Governor pursuant to Article XI, section 2 of
19 the Constitution of the State of Florida.

20
21 1.2 Employment of Executive Director.—

22 The Commission Chair shall employ on behalf of the
23 Commission an Executive Director who shall employ with the
24 approval of the Chair such personnel of the Commission as may be
25 necessary to perform the functions of the Commission. The
26 Executive Director serves at the pleasure of the Commission
27 Chair.

28
29 1.3 Appointment of Committees.—

30 The Commission Chair, in consultation with members of the
31 Commission, shall appoint all standing and select committees,
32 and the members of each, and unless otherwise provided shall
33 designate a chair and vice-chair of each committee.
34

35 1.4 Calling the Commission to order.—

36 The Commission Chair shall take the chair each day at the
37 hour established by the Commission at the last meeting or by the
38 Rules and Administration Committee. On appearance of a quorum,
39 the Commission Chair shall call the members to order and proceed
40 with the daily order of business.
41

42 1.5 Commission Chair's control of order.—

43 The Commission Chair shall decide all questions of order,
44 subject to appeal by three (3) members to the Commission. The
45 Commission Chair may require the member raising the point of
46 order to cite the Rule or other authority in support of the
47 question. Upon appeal, no member (except the member making the
48 appeal) shall speak more than once, except by permission of the
49 Commission Chair. The member making the appeal shall have the
50 right to speak five minutes in closing, and the Commission Chair
51 shall have the right to speak five minutes from the floor to
52 close the debate. The appeal shall be decided by a majority
53 vote.
54

55 1.6 The Commission Chair's control of chamber, corridors,
56 and rooms.—

57 The Commission Chair shall preserve order and decorum and,
58 while the Commission is meeting, shall have general control of

59 the Chamber, galleries, halls, and rooms surrounding the Chamber
60 as well as distribution of literature and other materials in
61 those areas.

62

63 1.7 The Commission Chair's vote.—

64 The Commission Chair shall not be required to vote in
65 ordinary proceedings, except on final passage of any proposed
66 revision or part thereof of the Constitution, unless the
67 Commission Chair's vote is needed to break a tie. In all roll
68 call votes, the Commission Chair's name shall be called last.

69

70 1.8 Vacating the chair.—

71 The Commission Chair may name any member to perform the
72 duties of the Chair, but such substitution shall not extend
73 beyond one Commission meeting.

74

75 PART TWO—COMMISSION OFFICERS: SECRETARY OF THE
76 COMMISSION AND SERGEANT-AT-ARMS

77

78 1.9 Appointment of a Secretary of the Commission.—

79 The Secretary of the Commission shall be designated by the
80 Commission Chair.

81

82 1.10 Secretary's duties generally; maintains Journal.—

83 The Secretary of the Commission shall keep a correct daily
84 Journal of the proceedings of the Commission, and this Journal
85 shall be numbered serially from the first day of the full
86 Commission meeting. The Secretary shall retain custody of all
87 records or papers belonging to the Commission and shall not

88 permit any records or papers belonging to the Commission to be
89 removed from the custody of the Secretary other than in the
90 regular course of business and with proper receipt.

91

92 1.11 Secretary's duties; prepares calendar of public
93 hearing and meeting notices of the Commission.-

94 The Secretary shall publish a calendar as provided by the
95 Rules and Administration Committee in accordance with these
96 Rules. The calendar shall include notices of public hearings and
97 all other matters of public information as shall be necessary to
98 properly advise the members and the public of the official
99 meetings of the Commission. Such notice, including an agenda of
100 items to be considered, shall be published no less than five (5)
101 days prior to Commission meetings when the Commission is not
102 meeting. During meetings of the Commission, notice may be made
103 by announcement by the Chair or committee chair while the
104 Commission is meeting.

105

106 1.12 Secretary's duties; reads papers and calls roll.-

107 The Secretary shall read to the Commission all papers
108 ordered to be read, note responses of members when the roll is
109 called to determine the presence of a quorum, call the roll and
110 tabulate the answers of members when a question is taken by yeas
111 and nays, and assist, under the direction of the Commission
112 Chair, in taking the count when any vote of the Commission is
113 taken by a show of hands or otherwise.

114

115 1.13 Secretary's duties; prepares printed forms.-

116 The Secretary shall prepare all forms used by the

117 Commission.

118

119 1.14 Secretary's duties; indexes proposals.—

120 The Secretary shall maintain a numerical index of proposals
121 filed by members and a cumulative index by introducers. The
122 Secretary shall superintend the engrossing and enrolling of all
123 proposals.

124

125 1.15 Appointment of a Sergeant-at-Arms.—

126 The Sergeant-at-Arms shall be designated by the Commission
127 Chair.

128

129 1.16 Duties of the Sergeant-at-Arms.—

130 The Sergeant-at-Arms shall attend the Commission during its
131 meetings, maintain order under the direction of the Commission
132 Chair, and execute the commands of the Commission.

133

134 PART THREE—COMMISSION MEMBERS

135

136 1.17 Attendance and voting.—

137 Unless a Commission member has submitted the written notice
138 provided in Rule 1.18, every Commission member shall be within
139 the Commission's chamber during its meetings and shall vote on
140 each question during its meetings except as follows. If the vote
141 is on a question which would inure to a Commissioner's special
142 private gain or loss; which he or she knows would inure to the
143 special private gain or loss of any principal by whom the
144 Commissioner is retained or to the parent organization or
145 subsidiary of a corporate principal by which the Commissioner is

146 retained; or which the Commissioner knows would inure to the
147 special gain or loss of a relative or business associate of the
148 Commissioner; the Commissioner must file with the Secretary,
149 prior to or at the time of the vote, a statement disclosing a
150 conflict of interest which discloses the nature of his or her
151 interest, and refrain from voting. If a Commissioner later
152 discovers that a conflict existed, within 15 days, the
153 Commissioner shall file with the Secretary a statement
154 disclosing the conflict and the nature of his or her interest.
155 For purposes of the vote result, the subsequent filing of a
156 disclosure of a conflict of interest will be treated in the same
157 manner as a change of vote in Rule 5.2.

158
159 A Commission member may appear by telephonic or video
160 communications technology, if approved by the Commission Chair.
161 A Commission member appearing by telephonic or video
162 communications technology shall be considered present as if the
163 member was within the Commission's chamber.

164
165 1.18 Absences.—

166 If a member is unable to attend any Commission proceeding,
167 the Commissioner shall submit written notice of the absence to
168 the Commission Chair. The notice shall be noted in the Journal.

169
170 1.19 Incurring obligations.—

171 Only the Commission Chair may incur any obligation payable
172 from Commission funds. A member of the Commission must obtain
173 written approval from the Commission Chair explicitly
174 authorizing an obligation payable from Commission funds before

175 such obligation may be incurred.

176

177 PART FOUR—EMPLOYEES OF THE COMMISSION

178

179 1.20 Executive Director.—

180 The Commission Executive Director serves at the pleasure of
181 the Commission Chair.

182

183 1.21 Commission personnel.—

184 The Executive Director, with the approval of the Commission
185 Chair, may employ such personnel of the Commission as may be
186 necessary to perform the functions of the Commission. The
187 personnel serve at the pleasure of the Chair, and the Executive
188 Director has the authority to dismiss any employee with the
189 approval of the Commission Chair.

190

191 1.22 Personnel; duties and hours.—

192 Commission personnel shall perform the duties assigned them
193 by the Commission Chair or the Executive Director and shall
194 remain on duty as required.

195

196 PART FIVE—PUBLIC RECORDS AND PUBLIC MEETINGS

197

198 1.23 Public records.—

199 All records of the Commission shall be accessible to the
200 public unless otherwise exempted by law.

201

202 1.24 Open meetings.—

203 All meetings at which Commission business is discussed

204 between more than two (2) members of the Commission shall be
205 open to the public, following the procedure outlined in the
206 Florida Constitution, Article III, Section 4(e).

207
208 For purposes of this Rule, "Commission business" is defined
209 as issues pending before, or upon which foreseeable action is
210 reasonably expected to be taken by, the Commission or a
211 Commission committee.

212
213 RULE TWO

214 COMMITTEES, OFFICERS, MEMBERS, VOTING, MOTIONS, DECORUM, AND
215 DEBATE

216
217 PART ONE—COMMITTEE ORGANIZATION, DUTIES, AND
218 RESPONSIBILITIES

219
220 2.1 Standing substantive committees; creation.—

221 There is hereby created the following substantive standing
222 committees:

223 1. Declaration of Rights, Ethics, and Elections (Article I,
224 part of Article II, and Article IV)

225 2. Executive (Article IV)

226 3. Judicial (Article V)

227 4. Legislative (Article III)

228 5. Local Government and General Provisions (Article
229 II, VIII, X, XI, and XII)

230 6. Finance and Taxation (Article VII)

231 7. Education (Article IX)

232

233 Each standing committee shall be composed of no less than
234 five (5) members. Additional standing committees may be named by
235 the Commission Chair.

236

237 2.2 Substantive standing committees; powers and
238 responsibilities.—

239 The standing substantive committees shall review proposals
240 referred to them by the Commission Chair in relation to the
241 Constitution of the State of Florida, as revised in 1968 and
242 subsequently amended, and report the results of their
243 deliberations to the full Commission.

244

245 2.3 Standing procedural committees.—

246 There is hereby created the following procedural
247 committees:

248 1. The Style and Drafting Committee. The Style and Drafting
249 Committee shall have the responsibility for clarifying,
250 codifying, grouping, and arranging the proposals for final
251 consideration by the Commission into an orderly revision of or
252 amendment(s) to an existing Section or Article of the present
253 Constitution. It shall also prepare the Commission's final
254 report.

255 2. The Rules and Administration Committee. The Rules and
256 Administration Committee shall be responsible for setting the
257 daily calendar and any additions thereto. It shall also see that
258 the proceedings of the Commission, in full meetings, are in
259 accordance with the Rules of the Commission and consider such
260 matters as may be referred to it by the Commission Chair. It
261 shall also provide a schedule of the days and hours for the

262 meetings of the committees to prevent scheduling conflict among
263 members. The committee will also be responsible for working with
264 the Commission Chair and the Executive Director on
265 administrative matters relating to the Commission's operation.
266

267 2.4 Committees, meetings.—

268 Each committee, substantive or procedural, shall meet
269 publicly at such times as are called by the respective committee
270 chair within the time period designated by the Rules and
271 Administration Committee as provided in Rule 2.3, subject to the
272 approval of the Commission Chair. The Committee Chair may excuse
273 any member from attendance from committee meetings. If the
274 majority of committee members present agree, a committee may
275 continue the consideration of properly noticed agenda items
276 after the expiration of the time called for the meeting,
277 however, a committee may not meet beyond the time authorized by
278 the Rules and Administration Committee without special leave
279 granted by the Commission Chair.
280

281 2.5 Committees, quorum.—

282 A majority of the members of a committee shall constitute a
283 quorum.
284

285 PART TWO—COMMITTEES; OFFICERS
286

287 2.6 Committees; appointment of chair and vice-chair.—

288 The Commission Chair shall appoint a chair and vice-chair
289 of each committee who shall serve at the pleasure of the
290 Commission Chair.

291

292 2.7 Committees; calling committees to order.-

293 The chair or, in the chair's absence, the vice-chair, shall
294 call the committee to order. On the appearance of a quorum, the
295 committee shall proceed with the order of business. Any member
296 of the committee may question the absence of a quorum.

297

298 2.8 Standing committees; powers of the chair.-

299 The chair has all authority necessary to ensure the orderly
300 operation of the committee, including, but not limited to,
301 presiding over meetings, establishing each meeting agenda,
302 determining the order in which matters are to be taken up,
303 recognizing or not recognizing non-member presenters, and
304 deciding questions of order, subject to an appeal by any member.
305 An appeal shall be certified by the chair to the Commission for
306 a decision by the Commission Chair. The Commission Chair may
307 make a ruling during the next full Commission meeting or by
308 letter.

309

310 2.9 Chair and vice-chair; vote.-

311 The chair and vice-chair shall vote on all matters before
312 the committee. The name of the chair shall be called last.

313

314 PART THREE-COMMITTEES; VOTING

315

316 2.10 Committees; taking the vote.-

317 The chair shall declare all votes and shall cause the same
318 to be entered on the records of the committee, but if any member
319 questions a vote, then by a show of hands by three (3) members

320 the chair shall call the roll. When the committee shall be
321 equally divided, the question shall be lost.

322

323 2.11 Committees; proxy voting.—

324 Each committee member shall attend all meetings and shall
325 vote on each question except as follows. If the vote is on a
326 question which would inure to a Commissioner's special private
327 gain or loss; which he or she knows would inure to the special
328 private gain or loss of any principal by whom the Commissioner
329 is retained or to the parent organization or subsidiary of a
330 corporate principal by which the Commissioner is retained; or
331 which the Commissioner knows would inure to the special gain or
332 loss of a relative or business associate of the Commissioner;
333 the Commissioner must file with the Secretary, prior to or at
334 the time of the vote, a statement disclosing a conflict of
335 interest which discloses the nature of his or her interest, and
336 refrain from voting. If a Commissioner later discovers that a
337 conflict existed, within 15 days, the Commissioner shall file
338 with the Secretary, a statement disclosing the conflict and the
339 nature of his or her interest. For purposes of the vote result,
340 the subsequent filing of a disclosure of a conflict of interest
341 will be treated in the same manner as a change of vote in Rule
342 5.2. No member of a committee shall vote by proxy.

343

344 PART FOUR—COMMITTEES; CONSIDERATION AND REPORT

345

346 2.12 Reports on Proposals.—

347 A committee may report a proposal either unfavorably,
348 favorably, or favorably as amended. A motion to lay on the table

349 shall be construed as a motion to report the proposal
350 unfavorably.

351

352 The vote of the members present of a committee on final
353 consideration of any proposal shall be recorded.

354

355 2.13 Proposal reported unfavorably by a committee.—

356 A proposal reported unfavorably by a committee shall be
357 laid on the table.

358

359 2.14 Amendments in committee; referencing.—

360 Each committee has the power to adopt amendments to a
361 proposal. After any amendment to a proposal has been adopted and
362 all questions relative to it have been disposed of, the proposal
363 and amendment(s) shall be engrossed before consideration by a
364 subsequent committee or the Commission. Any proposal reported
365 favorably as amended is subject to being re-referenced at the
366 discretion of the Commission Chair.

367

368 2.15 Committees; records.—

369 Committees shall keep an accurate record of the committee's
370 activity including, but not limited to, motions, amendments, and
371 votes.

372

373 2.16 Committees; transmit proposals to Secretary.—

374 Proposals after having been reported by all referenced
375 committees shall be transmitted to the Secretary and available
376 for consideration to be placed on the calendar. The Rules and
377 Administration Committee shall establish a calendar for

378 consideration of proposals and other matters in such order or
379 manner as it deems proper.

380

381 2.17 Style and Drafting Committee reports; consideration.—

382 1. The Style and Drafting Committee may consider amendments
383 to clarify, codify, group, and arrange proposals into an orderly
384 revision of or amendment(s) to an existing Section or Article of
385 the present Constitution. All action taken by the Style and
386 Drafting Committee shall be presented in a report to the full
387 Commission.

388 2. When a report of the Style and Drafting Committee is
389 presented to the full Commission, the procedure shall be:

390 (a) First to vote on a motion to accept the report in its
391 entirety. The motion shall not be subject to amendment. If this
392 vote fails, the report shall be automatically recommitted to the
393 Style and Drafting Committee.

394 (b) If the report is accepted, the final vote shall be a
395 roll call on the passage of the proposal(s) as amended by the
396 report. No further amendment of the report or the proposal(s)
397 contained therein shall be in order.

398

399 RULE THREE

400 PROPOSALS

401

402 3.1 Objectives.—

403 The Constitution Revision Commission is vested with the
404 duty to examine the Constitution of the State of Florida, as
405 revised in 1968 and subsequently amended, hold public hearings,
406 and file with the Secretary of State its proposal, if any. This

407 Rule and each portion thereof addresses itself to the basic
408 document under consideration, proposals for revision and
409 procedures therefor.

410

411 3.2 Base document.—

412 The Constitution of the State of Florida, as revised in
413 1968 and subsequently amended, shall be the base document for
414 all proposals. The Constitution shall be printed in legislative
415 bill form.

416

417 3.3 Commission consideration of public proposals.—

418 Constitutional proposals submitted by the public shall be
419 identified and listed in numerical order according to the order
420 in which they were submitted and posted on the Commission's
421 website. Any Commissioner may sponsor a publicly submitted
422 proposal.

423

424 3.4 Commissioners' proposals.—

425 Those proposals submitted by Commissioners shall be filed
426 with the Secretary of the Commission for reference by the
427 Commission Chair.

428

429 3.5 Form of proposals.—

430 Proposed revisions to the Constitution filed with the
431 Secretary shall be incorporated onto forms prescribed by the
432 Secretary. The forms shall follow the form for bills used by the
433 Florida Legislature. A proposal for revision shall address
434 itself to the pertinent article, section, page, and line number
435 of the 1968 Constitution, as subsequently amended, which it

436 seeks to revise.

437

438 Existing language proposed to be deleted shall be lined
439 through. Proposed new language shall be underlined. A proposal
440 for revision of the Constitution shall be designated a proposal,
441 and shall be referred to as such.

442

443 3.6 Proposals for introduction.—

444 All proposals submitted and timely filed with the Secretary
445 by the sponsoring Commissioner shall be serially numbered and
446 submitted to the Commission for any action as determined by the
447 Commission. The Commission Chair shall refer proposals to the
448 appropriate committee(s). The Rules and Administration Committee
449 shall establish proposal filing deadlines and any amendments
450 thereto.

451

452 3.7 Proposals; Single subject.—

453 Each filed proposal shall embrace but one subject and
454 matter properly connected therewith, and the subject shall be
455 briefly expressed in the title.

456

457

458 RULE FOUR

459 FULL COMMISSION; ORDER OF BUSINESS AND CALENDAR

460

461 4.1 Meetings of the Commission.—

462 The Commission shall meet pursuant to a schedule adopted by
463 the Rules and Administration Committee and approved by the
464 Commission Chair. The schedule shall set forth the hours to

465 convene and adjourn. A meeting may be extended beyond the
466 scheduled hour of adjournment by a majority vote.

467

468 4.2 Quorum.—

469 A majority of the Commission shall constitute a quorum.

470

471 4.3 Daily order of business.—

472 The daily order of business shall be as follows:

473

1. Roll call

474

2. Prayer

475

3. Pledge of Allegiance to the Flag

476

4. Receiving communications

477

5. Reports of committees

478

6. Matters on reconsideration

479

7. Special order

480

8. Unfinished business

481

9. Correction and approval of Journal

482

The Secretary of the Commission shall prepare and
483 distribute, on each day the Commission meets, a calendar
484 corresponding to the Daily Order of Business. Within each order
485 of business, matters shall be considered in the order that they
486 appear on the daily calendar.

487

488 4.4 Motion to amend special order.—

489 The special order may be amended by a two-thirds (2/3) vote
490 of the Commissioners present and voting.

491

492 4.5 Reference of a bill to committee; change or removal of
493 committee reference.—

494 After the Commission Chair has referred a proposal, the
495 chair of the Rules and Administration Committee may move for
496 reference to a different committee or for removal from any
497 committee after the introducer of the proposal has filed a
498 request with the chair of the Rules and Administration Committee
499 signed by the chair of the affected committee(s), the chair of
500 the Rules and Administration Committee, and the Commission
501 Chair. This motion may be adopted by a two-thirds (2/3) vote of
502 those Commissioners present and voting.

505 RULE FIVE

506 FULL COMMISSION VOTING

508 5.1 Taking the yeas and nays.—

509 The Commission Chair shall declare the outcome of all
510 votes, but if three (3) Commissioners immediately question the
511 result of a vote by a show of hands, the Chair shall take the
512 vote by oral or electronic roll call. When the vote is
513 completely recorded, the Commission Chair shall announce the
514 result to the Commission, and the Secretary shall enter the
515 result in the Journal.

517 5.2 Change of vote.—

518 After the vote, but prior to the announcement of the result
519 of a roll call, a member may vote, or change his or her vote,
520 and such vote shall be recorded in the Journal. After the vote
521 has been announced, a member with unanimous consent of those
522 present may change his or her vote and such vote shall be

523 recorded in the Journal, except that no such change of vote
524 shall be valid where such vote would alter the final outcome.

525

526 5.3 Casting vote for another.—

527 No member shall cast a vote for another member, nor shall
528 any person not a member cast a vote for a member.

529

530 5.4 Adoption of proposals.—

531 1. A proposal that has been placed on the calendar pursuant
532 to Rule 2.16 shall require a majority vote of the Commission for
533 further consideration of the proposal and for commitment of the
534 proposal to the Style and Drafting Committee.

535 2. The Style and Drafting Committee shall review all
536 proposals receiving a majority vote of the Commission for
537 further consideration and prepare recommended ballot language.
538 All action taken by the committee shall be presented in a report
539 to the full Commission. .

540 3. A report of the Style and Drafting Committee shall be
541 considered in accordance with Rule 2.17.

542 4. Final adoption of any proposal(s) as amended by the
543 report shall require a vote of at least 22 members of the
544 Commission and shall be recorded by oral or electronic roll
545 call.

546

547

548 RULE SIX

549 MOTIONS AND PRECEDENCE

550

551 6.1 Motions; how made, withdrawn.—

552 Every motion other than a motion to amend a proposal under
553 consideration, shall be made orally. At the request of the
554 Commission Chair any motion shall be reduced to writing. After a
555 motion has been stated or read by the Commission Chair, it shall
556 be deemed to be in possession of the Commission and, without a
557 second, shall be disposed of by a vote of the Commission. The
558 mover of the motion may withdraw a motion, except a motion to
559 reconsider, as hereinafter provided, at any time before the same
560 has been amended or before the vote shall have commenced.

561

562 6.2 Motions; precedence.—

563 When a question is under debate, the Commission Chair shall
564 receive no motion except:

- 565 1. To adjourn instanter
- 566 2. To adjourn at a time certain
- 567 3. Questions of privilege
- 568 4. To take a recess
- 569 5. To reconsider
- 570 6. To limit debate
- 571 7. To temporarily postpone
- 572 8. To postpone to a day certain
- 573 9. To commit to a standing committee
- 574 10. To commit to a select committee
- 575 11. To amend

576 Those motions shall have a precedence in the descending
577 order given above. The Commission Chair shall propound all
578 questions in the order in which they are moved unless the
579 subsequent motion be previous in nature; except that in fixing
580 time, the longest time shall be put first. In all cases where

581 the Commission shall be equally divided, the question shall be
582 lost.

583

584 6.3 Motions which can be made but once.—

585 Motions to adjourn or recess shall be decided without
586 debate by a majority vote of those present and voting. Only one
587 substitute for a motion to adjourn shall be entertained. The
588 substitute motion shall fix a different time for adjournment,
589 and the same shall be put without debate, except that one (1)
590 minute shall be allowed for the movers of the substitute to
591 explain their reasons. The substitute motion having been lost,
592 the question shall be put on the original motion, which, if
593 lost, shall preclude any further motion to adjourn until other
594 business shall have intervened.

595

596 6.4 Division of question.—

597 Any member may call for a division of a question when the
598 sense will admit it. A motion to strike and insert shall be
599 deemed indivisible; a motion to strike out, being lost, shall
600 neither preclude amendment nor a motion to strike out and
601 insert.

602

603 6.5 Reconsideration; generally.—

604 When a main question has been made and carried or lost, a
605 Commissioner voting with the prevailing side may move for
606 reconsideration of the question on the same or the next day on
607 which the Commission meets. If the question has been decided by
608 voice vote, any Commissioner may so move. Such motion may be
609 made pending a motion to adjourn or if it is time to adjourn.

610 Consideration of a motion to reconsider shall be a special and
611 continuing order of business for the full Commission when it
612 next meets as the full Commission succeeding that on which the
613 motion was made and, unless considered on said business day,
614 shall be considered abandoned. If the Commission shall refuse to
615 reconsider or, on reconsideration, shall confirm its first
616 decision, no further motion to reconsider shall be in order
617 except on unanimous consent of those present. When a majority of
618 Commissioners present vote in the affirmative on any question
619 but the proposition be lost because it is one in which the
620 concurrence of more than a majority is necessary for adoption or
621 passage, any Commissioner may move for reconsideration. On the
622 last day on which the Commission meets, a motion to reconsider
623 shall be taken up instanter.

624

625 6.6 Reconsideration; when debate allowed.—

626 Debate shall be allowed on a motion to reconsider only when
627 the question which it is proposed to reconsider is debatable.
628 Where debate upon a motion to reconsider is in order, no member
629 shall speak thereon more than once nor for a longer period than
630 five (5) minutes.

631

632 6.7 Reconsideration; collateral matters.—

633 The adoption of a motion to reconsider a vote upon any
634 secondary matter shall not remove the main subject under
635 consideration from the consideration of the Commission. A motion
636 to reconsider a collateral matter must be disposed of at once
637 during the course of consideration of the main subject to which
638 it is related and such motion shall be out of order after the

639 Commission has passed to other business.

640

641 RULE SEVEN

642 AMENDMENTS

643

644 7.1 General form; notice; manner of consideration.—

645 All amendments shall be filed with the Secretary of the
646 Commission on forms prescribed by the Secretary, but shall be
647 considered only after the sponsor gains recognition from the
648 chair to move for adoption. All amendments timely filed shall be
649 heard and the sponsor given the opportunity to be heard unless
650 said amendment is withdrawn by the sponsor. The Rules and
651 Administration Committee shall establish amendment filing
652 deadlines, and any amendments thereto.

653

654 7.2 Sequence of amendments to amendments.—

655 An amendment to a pending amendment may be received, but
656 until it is disposed of, no other motion to amend will be in
657 order, except a substitute amendment or an amendment to the
658 substitute. Such amendments are to be disposed of in the
659 following order:

660 1. Amendments to the amendment are acted on before the
661 substitute is taken up. Only one amendment to the amendment
662 shall be in order at a time.

663 2. Amendments to the substitute are next voted on.

664 3. The substitute then is voted on.

665 The adoption of a substitute amendment in lieu of an
666 original amendment shall be treated and considered as an
667 amendment to the proposal itself.

668

669 7.3 Amendment; germanity of amendment.-

670 Germanity.

671 1. Neither the Commission nor any substantive committee
672 shall consider an amendment that relates to a different subject
673 or is intended to accomplish a different purpose than that of
674 the pending question or that, if adopted, would require a title
675 amendment for the proposal that is substantially different from
676 the proposal's original title or that would unreasonably alter
677 the nature of the proposal.

678 2. The Commission Chair, or the Committee Chair in the case
679 of an amendment offered in committee, shall determine the
680 germanity of any amendment when the question is timely raised.

681 3. An amendment of the second degree or a substitute
682 amendment must be germane to both the main amendment and the
683 measure to which it adheres.

684

685 7.4 Floor amendments out of order. -

686 A floor amendment is out of order if it is the principal
687 substance of a proposal that has:

688 Received an unfavorable committee report;

689 Been withdrawn from further consideration; or

690 Not been reported favorably by at least one committee of
691 reference

692 And may not be offered to a proposal that is on
693 consideration by the full Commission. Any amendment that is
694 substantially the same, and identical as to specific intent and
695 purpose, as the measure residing in a committee of reference is
696 covered by this Rule.

697
698 RULE EIGHT699 DECORUM AND DEBATE
700

701 8.1 Decorum and debate.—

702 When any member desires to speak or deliver any matter to
703 the Commission, the member shall rise at his or her seat and
704 address the Chair as Mr. or Madam Chair, and, on being
705 recognized, may address the Commission from his or her desk, and
706 shall confine any remarks to the question under debate, avoiding
707 personality. A member shall not address or refer to another
708 member by his or her first name. A member shall use the
709 appellation of Commissioner, or such appellation and the surname
710 of the Commissioner addressed.

711
712 8.2 Commission Chair's power of recognition.—

713 When two (2) or more members rise at once, the Commission
714 Chair shall name the member who is first to be recognized.

715
716 8.3 Interruption of members in debate.—

717 No member shall be interrupted by another member without
718 the consent of the member who has the floor, except rising to a
719 question of order.

720
721 8.4 Time for debate.—

722 No member shall speak more than ten (10) minutes in debate
723 on any question. The introducer of a proposal under
724 consideration shall be entitled to five (5) minutes to close,
725 notwithstanding that the introducer may have used ten (10)

726 minutes in opening.

727

728 8.5 Limitation on debate.—

729 When a proposal is under debate by the Commission, a member
730 may move to limit debate, and such motion shall be decided
731 without debate, except the introducer of a proposal shall have
732 five (5) minutes to discuss said motion. If, by two-thirds (2/3)
733 vote of those present, the question is decided in the
734 affirmative, debate shall be limited accordingly.

735

736 8.6 Priority of business.—

737 All questions relating to priority of business shall be
738 decided without debate.

739

740 8.7 Questions of privilege.—

741 Questions of privilege shall be: (1) those affecting the
742 Commission collectively, its safety, dignity, and the integrity
743 of its proceedings; and (2) the rights, reputation, and conduct
744 of members individually in their representative capacity only.
745 These shall have precedence over all other questions except
746 motions to adjourn. Upon recognition of the Chair, no member
747 shall be permitted to speak longer than ten (10) minutes on a
748 question of privilege.

749

750 RULE NINE

751 MISCELLANEOUS

752

753 9.1 Interpretation of rules.—

754 It shall be the duty of the Commission Chair, or the

755 presiding officer, to interpret all rules, subject to appeal in
756 accordance with Rule 1.5. In all cases not provided for by the
757 State Constitution or the Rules of the Commission, the guiding,
758 but nonbinding, authority shall be the latest edition of Mason's
759 Manual of Legislative Procedure.

760

761 9.2 Waiver and suspension of rules.—

762 These Rules shall not be waived or suspended except by a
763 two-thirds (2/3) vote of the Commissioners present and voting.
764 The motion, when made, shall be decided without debate. No
765 motion to waive a rule requiring unanimous consent of the
766 Commission shall be adopted except by unanimous consent of those
767 present.

768

769 9.3 Changes in rules.—

770 All proposed amendments to these Rules shall be presented
771 to the Rules and Administration Committee for recommendation to
772 the Commission. Such recommendation may be amended by a two-
773 thirds (2/3) vote of the Commission and shall be adopted by a
774 two-thirds (2/3) vote of the Commission.

775

776 9.4 Majority action.—

777 Unless otherwise indicated by these Rules, all action by
778 the Commission shall be by majority vote of those members
779 present and voting.

780

781 9.5 Supreme Court library temporary repository for
782 Commission records.—

783 The Supreme Court library shall be provided with copies of

784 the records for the purpose of creating an electronic record of
785 the Commission process. All records of the Commission will be
786 permanently stored with the Secretary of State, Division of
787 Library Information Services, Bureau of Archives and Records
788 Management.

**RULES OF THE ~~2017-2018~~1997-1998
CONSTITUTION REVISION COMMISSION**

**RULE ONE
CHAIR, OFFICERS, MEMBERS, AND EMPLOYEES**

PART ONE—COMMISSION CHAIR

1.1 Appointment of the Chair.—

The Chair of the Constitution Revision Commission is appointed by the Governor pursuant to Article XI, section 2 of the Constitution of the State of Florida.

1.2 Employment of Executive Director.—

The Commission Chair shall employ on behalf of the Commission an Executive Director who shall employ with the approval of the Chair such personnel of the Commission as may be necessary to perform the functions of the Commission. The Executive Director serves at the pleasure of the Commission Chair.

1.3 Appointment of Committees.—

The Commission Chair, in consultation with members of the Commission, shall appoint all standing and select committees, and the members of each, and unless otherwise provided shall designate a chair and vice-chair of each committee.

1.4 Calling the Commission to order.—

The Commission Chair shall take the chair each day at the hour established by the Commission at the last session meeting or by the ~~Committee on~~ Rules and Administration Committee. On appearance of a quorum, the Commission Chair shall immediately call the members to order and proceed with the daily order of business.

1.5 Commission Chair's control of order.—

The Commission Chair shall decide all questions of order, subject to appeal by any member ~~three (3) members~~ to the Commission. The Commission Chair may require the member raising the point of order to cite the Rule or other authority in support of the question. Upon appeal, no member (except the member making the appeal) shall speak more than once, except by permission of the Commission Chair. The member making the appeal shall have the right to speak five minutes in closing, and the Commission Chair shall have the right to speak five minutes from the floor to close the debate. The appeal shall be decided by a majority vote.

1.6 The Commission Chair's control of chamber, corridors, and rooms.—

The Commission Chair shall preserve order and decorum and, while the Commission is meeting, shall have general control of the Chamber, galleries, halls, and rooms surrounding the Chamber as well as distribution of literature and other materials in those areas.

1.7 The Commission Chair's vote.—

The Commission Chair shall not be required to vote in ordinary proceedings, except on final passage of any proposed revision or part thereof of the Constitution, unless the Commission Chair's vote is needed to break a tie. In all roll call votes, the Commission Chair's name shall be called last.

1.8 Vacating the chair.—

The Commission Chair may name any member to perform the duties of the Chair, but such substitution shall not extend beyond one Commission meeting.

PART TWO—COMMISSION OFFICERS: SECRETARY OF THE COMMISSION AND SERGEANT-AT-ARMS

1.9 Appointment of a Secretary of the Commission.—

The Secretary of the Commission shall be designated by the Commission Chair.

1.10 Secretary's duties generally; maintains Journal.—

The Secretary of the Commission shall keep a correct daily Journal of the proceedings of the Commission, and this Journal shall be numbered serially from the first day of the full Commission meeting in full session. The Secretary shall retain custody of all records or papers belonging to the Commission and shall not permit any records or papers belonging to the Commission to be removed from the custody of the Secretary other than in the regular course of business and with proper receipt.

1.11 Secretary's duties; prepares calendar of public hearing and meeting notices of the Commission.—

The Secretary shall publish a calendar as provided by the ~~Committee on Rules and Administration~~ Committee in accordance with these Rules. ~~In the event the Commission goes into recess, the~~ The Secretary shall publish an interim calendar ~~shall, which includes sets forth~~ notices of public hearings, and all other matters of public information as shall be necessary to properly advise the members and the public of the official meetings of the Commission. Such notice, including an agenda of items to be considered, shall be published no less than five (5) days prior to Commission meetings when the Commission is not ~~in-session~~ meeting. During sessions-meetings of the Commission, notice may be made by announcement by the Chair or committee chair while the Commission is in-session ~~meeting~~.

1.12 Secretary's duties; reads papers and calls roll.—

The Secretary shall read to the Commission all papers ordered to be read, note responses of members when the roll is called to determine the presence of a quorum; call the roll and tabulate the answers of members when a question is taken by yeas and nays, and assist, under the direction of the Commission Chair, in taking the count when any vote of the Commission is taken by a show of hands or otherwise.

1.13 Secretary's duties; prepares printed forms.—

The Secretary shall prepare ~~the copy for~~ all printed forms used by the Commission.

1.14 Secretary's duties; indexes proposals.—

The Secretary shall maintain a numerical index of proposals filed by members and a cumulative index by introducers. The Secretary shall superintend the engrossing and enrolling of all proposals.

1.15 Appointment of a Sergeant-at-Arms.—

The Sergeant-at-Arms shall be designated by the Commission Chair.

1.16 Duties of the Sergeant-at-Arms.—

The Sergeant-at-Arms shall attend the Commission during its meetings, maintain order under the direction of the Commission Chair, and execute the commands of the Commission.

PART THREE—COMMISSION MEMBERS

1.17 Attendance and voting.—

Unless a Commission member has submitted the written notice provided in Rule 1.18, every Commission member shall be within the Commission's chamber during its ~~sessions-meetings~~ and shall vote on each question during its ~~meetings sessions~~ and shall vote on each question except as follows. If the vote is on a question which would inure to a Commissioner's special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom the Commissioner is retained or to the parent organization or subsidiary of a corporate principal by which the Commissioner is retained; or which the Commissioner knows would inure to the special gain or loss of a relative or business associate of the Commissioner; the Commissioner must file with the Secretary, prior to or at the time of the vote, a statement disclosing a conflict of interest which discloses the nature of his or her interest, and refrain from voting. If a Commissioner later discovers that a conflict existed, within 15 days, the Commissioner shall file with the Secretary; a statement disclosing the conflict and the nature of his or her interest. For purposes of the vote result, the subsequent filing of a disclosure of a conflict of interest will be treated in the same manner as a change of vote in Rule 5.2.

A Commission member may appear by telephonic or video communications technology, if approved by the Commission Chair. A Commission member appearing by telephonic or video communications technology shall be considered present as if the member was within the Commission's chamber.

1.18 Absences.—

If a member is unable to attend any Commission proceeding, the Commissioner shall submit written notice of the absence to the Commission Chair. The notice shall be noted in the Journal.

1.19 Incurring obligations.—

Only the Commission Chair may incur any obligation payable from Commission funds. A member of the Commission must obtain written approval from the Commission Chair explicitly authorizing an obligation payable from Commission funds before such obligation may be incurred. No member of the Commission shall incur any obligation payable from Commission funds without the prior written approval of the Commission Chair.

PART FOUR—EMPLOYEES OF THE COMMISSION

1.20 Executive Director.—

The Commission Executive Director serves at the pleasure of the Commission Chair.

1.21 Commission personnel.—

The Executive Director, with the approval of the Commission Chair, may employ such personnel of the Commission as may be necessary to perform the functions of the Commission. The personnel serve at the pleasure of the Chair, and the Executive Director has the authority to dismiss any employee with the approval of the Commission Chair.

1.22 Personnel; duties and hours.—

Commission personnel shall perform the duties assigned them by the Commission Chair or the Executive Director and shall remain on duty as required.

PART FIVE—PUBLIC RECORDS MEETINGS AND PUBLIC MEETINGS RECORDS

1.23 Open meetings and Public records.—

All proceedings and records of the Commission shall be accessible open to the public unless otherwise exempted by law.

1.24 Open Meetings.—

All meetings at which Commission business is discussed between more than two (2) members of the Commission shall be open to the public, following the procedure outlined in the Florida Constitution, Article III, Section 4(e).

For purposes of this Rule, "Commission business" is defined as issues pending before, or upon which foreseeable action is reasonably expected to be taken by, the Commission or a Commission committee.

RULE TWO

COMMITTEES, OFFICERS, MEMBERS, VOTING, MOTIONS, DECORUM, AND DEBATE

PART ONE—COMMITTEE ORGANIZATION, DUTIES, AND RESPONSIBILITIES

2.1 Standing substantive committees; creation.—

There is hereby created the following substantive standing committees:

1. Declaration of Rights, ~~and~~ Ethics, and Elections (Article I, part of Article II, and Article IV)
2. Executive (Article IV)
3. Judicial (Article V)
4. Legislative (Article III)
5. Local Government and General Provisions (Article II, VIII, X, XI, and XII)
6. Finance ~~Finance and~~ Taxation (Article VII)
7. Ethics and Elections (Article VI, part of Article II)
8. ~~Bonding and Investments~~ (Article VII)
- 7&9. Education (Article IX)

10. General Provisions (Articles II, X, XI, and XII)

Each standing committee shall be composed of no less than five (5) members. Additional standing committees may be named by the Commission Chair.

2.2 Substantive standing committees; powers and responsibilities.—

The standing substantive committees shall review proposals referred to them by the Commission Chair in relation to the Constitution of the State of Florida, as revised in 1968 and subsequently amended, and report the results of their deliberations to the full Commission. ~~Any action of a standing committee is advisory only.~~

2.3 Standing procedural committees.—

There is hereby created the following procedural committees:

1. The Style and Drafting Committee. The Style and Drafting Committee shall have the responsibility for clarifying, codifying, grouping, and arranging the proposals for final consideration ~~adopted by the Commission into an orderly revision of or amendment(s) to an existing Section or Article of the present Constitution. It shall also prepare the Commission's final report.~~
2. The Rules and Administration Committee. The Rules and Administration Committee shall be responsible for setting the daily calendar and any additions thereto. It shall also see that the proceedings of the Commission, in full ~~session~~ meetings, are in accordance with the Rules of the Commission and consider such matters as may be referred to it by the Commission Chair. It shall also provide a schedule of the days and hours for the meetings of the committees to prevent scheduling conflict among members. The committee will also be responsible for working with the Commission Chair and the Executive Director on administrative matters relating to the Commission's operation.

2.4 Committees, meetings.—

Each committee, substantive or procedural, shall meet publicly at such times as are called by the respective committee chair within the time period designated or as determined by the Committee on Rules and Administration Committee as provided in Rule 2.3, subject to the approval of the Commission Chair. ~~The Committee Chair may excuse any member from attendance from committee meetings. The Chair shall group standing committees to provide each with an opportunity to meet without conflicting with the meetings of other committees. If the majority of committee members present agree, a committee may continue the consideration of properly noticed agenda items after the expiration of the time called for the meeting, however, a committee may not meet beyond the time authorized by the Rules and Administration Committee without special leave granted by the Commission Chair.~~

2.5 Committees, quorum.—

A majority of the members of a committee shall constitute a quorum.

PART TWO—COMMITTEES; OFFICERS

2.6 Committees; appointment of chair and vice-chair.—

The Commission Chair shall appoint a chair and vice-chair of each committee who shall serve at the pleasure of the Commission Chair.

2.7 Committees; calling committees to order.—

The chair or, in the chair's absence, the vice-chair, shall call the committee to order. On the appearance of a quorum, the committee shall proceed with the order of business. Any member of the committee may question the absence of a quorum.

2.8 Standing Committees; powers of the chair's control.—

~~The chair has all authority necessary to ensure the orderly operation of the committee, including, but not limited to, presiding over meetings, establishing each meeting agenda, determining the order in which matters are to be taken up, recognizing or not recognizing non-member presenters, and deciding questions of order, subject to an appeal by any member. An appeal shall be certified by the chair to the Commission for a decision by the Commission Chair. The Commission Chair may make a ruling during the next full Commission meeting or by letter. The chair or vice-chair shall preserve the order and decorum and shall have general control of the committee room. If there is a disturbance or disorderly conduct in the committee room, the chair or the vice-chair may require participants in the disturbance to clear the room.~~

2.9 Chair and vice-chair; vote.—

The chair and vice-chair shall vote on all matters before the committee. The name of the chair shall be called last.

PART THREE—COMMITTEES; VOTING

2.10 Committees; taking the vote.—

The chair shall declare all votes and shall cause the same to be entered on the records of the committee, but if any member questions a vote, then by a show of hands by three (3) members the chair shall call the roll. When the committee shall be equally divided, the question shall be lost.

2.11 Committees; proxy voting.—

Each committee member shall attend all meetings and shall vote on each question except as follows. If the vote is on a question which would inure to a Commissioner's special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom the Commissioner is retained or to the parent organization or subsidiary of a corporate principal by which the Commissioner is retained; or which the Commissioner knows would inure to the special gain or loss of a relative or business associate of the Commissioner; the Commissioner must file with the Secretary, prior to or at the time of the vote, a statement disclosing a conflict of interest which discloses the nature of his or her interest, and refrain from voting. If a Commissioner later discovers that a conflict existed, within 15 days, the Commissioner shall file with the Secretary, a statement disclosing the conflict and the nature of his or her interest. For purposes of the vote result, the subsequent filing of a disclosure of a conflict of interest will be treated in the same manner as a change of vote in Rule 5.2. No member of a committee shall vote by proxy.

PART FOUR—COMMITTEES; CONSIDERATION AND REPORT

2.12 ~~Reports on Proposals~~Committees; consideration of proposals.—

~~A committee may report a proposal either unfavorably, favorably, or favorably as amended. A motion to lay on the table shall be construed as a motion to report the proposal unfavorably.~~

~~The vote of the members present of a committee on final passage or reconsideration of any proposal shall be recorded.~~

2.13 ~~Proposal reported unfavorably by a committee.—~~

~~A proposal reported unfavorably by a committee shall be laid on the table. All proposals that are referred to a committee established pursuant to these Rules shall be reported from the respective committee in writing, together with the recommendation of approval, disapproval or no recommendation and filed with the Secretary. No proposal may be rejected or defeated by a committee, but a committee, in reporting its recommendation, may draft a new proposal, embracing the same general subject matter of the original proposal(s) to be returned to the Commission with the recommendation that a substitute be considered in lieu of the original proposal(s).~~

2.14 ~~Amendments in committee; --referencing.—~~

~~Each committee has the power to adopt amendments to a proposal. After any amendment to a proposal has been once adopted and all questions relative to it have been disposed of, the proposal and amendment(s) shall be engrossed before consideration by a subsequent committee or the Commission. ~~becomes engrossed onto the proposal.~~ Any proposal reported favorably as amended is subject to being re-referenced at the discretion of the Commission Chair.~~

2.13 ~~Committee consideration; time frame.—~~

~~Prior to the convening of the full Commission in session, committees may consider proposals at the pleasure of the chair of the respective committees. When the Commission is meeting in regular sessions, each committee to which a proposal is referred shall have no longer than three (3) Commission meeting days from the day it received a proposal within which to file its written report, provided however, that on the motion of the committee chair, the time may be extended by the Commission for a period not to exceed five (5) Commission days per motion.~~

2.14 ~~Committees; failure to report.—~~

~~In the event a committee fails to report a proposal within the time allowed by these Rules and the time has not been extended, on point of order by the introducer, the proposal shall be deemed reported without recommendation and transmitted to the Secretary to be placed on the calendar for consideration.~~

~~[Provisions of Rule 2.15 were deleted.]~~

2.156 Committees; signing reports records.—

~~All committee reports shall be signed by the chair, or the vice chair in the absence of the chair, and filed with the Secretary. Committees shall keep an accurate record of the committee's activity including, but not limited to, motions, amendments, and votes.~~

2.167 Committees; transmit proposals to Secretary.—

~~Proposals after having been reported by all referenced committees shall be transmitted to the Secretary and available placed on the calendar for consideration to be placed on the calendar. Proposals shall be listed in numerical order. The Rules and Administration Committee shall establish a calendar for consideration of proposals and other matters in such order or manner as it deems proper. The special order may be amended by a two thirds (2/3) majority vote of the Commission.~~

2.17 Style and Drafting Committee reports; consideration.—

~~1. The Style and Drafting Committee may consider amendments to clarify, codify, group, and arrange proposals into an orderly revision of or amendment(s) to an existing Section or Article of the present Constitution. All action taken by the Style and Drafting Committee shall be presented in a report to the full Commission.~~

~~2. When a report of the Style and Drafting Committee is presented to the full Commission, the procedure shall be:~~

~~(a) First to vote on a motion to accept the report in its entirety. The motion shall not be subject to amendment. If this vote fails, the report shall be automatically recommitted to the Style and Drafting Committee.~~

~~(b) If the report is accepted, the final vote shall be a roll call on the passage of the proposal(s) as amended by the report. No further amendment of the report or the proposal(s) contained therein shall be in order.~~

RULE THREE

PROPOSALS

3.1 Objectives.—

~~The Constitution Revision Commission is vested with the duty to examine the Constitution of the State of Florida, as revised in 1968, and subsequently amended, hold public hearings, and file with the Secretary of State its proposal, if any. This Rule and each portion thereof addresses itself to the basic document under consideration, proposals for revision and procedures therefor.~~

3.2 Base document.—

~~The Constitution of the State of Florida, as revised in 1968 and subsequently amended, shall be the base document for all proposals. The Constitution shall be printed in legislative bill form.~~

3.3 Commission consideration of public proposals issues.—

~~Constitutional proposals issues submitted raised by the public shall be identified and listed in numerical order according to the article and section of the Constitution to which they relate order in which they were submitted and posted on the Commission's website. Any Commissioner may sponsor a publicly submitted proposal. Upon motion of a Commissioner and upon receiving an affirmative vote of at least ten (10) Commission members, issues submitted by the public shall be filed with the Secretary for consideration by the Commission. The moving Commissioner of a public proposal shall be deemed the sponsor of such proposal.~~

3.435 Commissioners' proposals.—

~~Those proposals issues submitted by Commissioners shall be reviewed by the Commission and the proposal issue shall be filed with the Secretary of the Commission for reference by the Commission Chair, consideration by the Commission.~~

3.54 Form of proposals.—

Proposed revisions to the 1968 Constitution filed with the Secretary shall be incorporated onto ~~written~~ forms prescribed by the Secretary. The forms shall follow the form for bills used by the Florida Legislature. A proposal for revision shall address itself to the pertinent article, section, page, and line number of the 1968 Constitution, as subsequently amended, which it seeks to revise.

Existing language proposed to be deleted shall be lined through ~~with hyphens~~. Proposed new language shall be underlined. A proposal for revision of the Constitution shall be designated a proposal, and shall be referred to as such.

3.65 Proposals for introduction.—

All proposals submitted and ~~timely filed with the Secretary by the sponsoring~~ receiving requisite consideration by ~~Commissioner~~ members shall be filed with the Secretary who shall be **serially numbered** and ~~submitted~~ ~~them~~ to the Commission for any action as determined by the Commission. **The Commission Chair shall refer proposals to the appropriate committee(s).** The Rules and Administration Committee shall establish proposal filing deadlines and any amendments thereto.

3.76 Proposals; Single subject.—

Each filed proposal shall embrace but one subject and matter properly connected therewith, and the subject shall be briefly expressed in the title.

3.6 Substitute proposals.—

~~If a substitute proposal has been filed with the Secretary, when the original proposal is reached on the calendar, it shall be automatically tabled and the substitute proposal shall be available in lieu of the original proposal. Upon failure of a motion to consider the substitute proposal, consideration of the original proposal shall be the next order of business. The introducer of the original proposal may be shown by the Secretary as a co-sponsor of a substitute or may withdraw as a co-sponsor.~~

RULE FOUR

FULL COMMISSION; ORDER OF BUSINESS AND CALENDAR

4.1 ~~Session Meetings of the Commission.—~~

~~The Commission shall meet pursuant to a schedule adopted by the Committee on Rules and Administration Committee and approved by the Commission Chair. The schedule shall set forth the hours to convene and adjourn. A meeting may be extended beyond the scheduled hour of adjournment by a majority vote.~~

4.2 Quorum.—

A majority of the Commission shall constitute a quorum.

4.3 Daily order of business.—

The daily order of business shall be as follows:

1. Roll call
2. Prayer
3. Pledge of aAllegiance to the F#lag
4. Receiving communications
5. Introduction of proposals
65. Reports of committees
67. Matters on reconsideration
87. Special order as determined by the Rules and Administration Committee
89. Unfinished business
940. Correction and approval of Journal

WORKING DRAFT

The Secretary of the Commission shall prepare and distribute, on each day of session the Commission meets, a calendar corresponding to the Daily Order of Business, ~~and w~~ Within each order of business, matters shall be considered in the order that they appear on the daily calendar.

4.4 Motion to amend daily order of business special order.—

The special order may be amended by a two-thirds (2/3) vote of the Commissioners present and voting.

4.5 Reference of a bill to committee; change or removal of committee reference.—

After the Commission Chair has referred a proposal, the chair of the Rules and Administration Committee may move for reference to a different committee or for removal from any committee after the introducer of the proposal has filed a request with the chair of the Rules and Administration Committee signed by the chair of the affected committee(s), the chair of the Rules and Administration Committee, and the Commission Chair. This motion may be adopted by a two-thirds (2/3) vote of those Commissioners present and voting.

~~Any motion to amend the daily order of business shall be deemed as a motion to waive the rules.~~

RULE FIVE

FULL COMMISSION VOTING

5.1 Taking the yeas and nays.—

The Commission Chair shall declare the outcome of all votes, but if three (3) Commissioners immediately question the result of a vote by a show of hands, the Chair shall take the vote by oral or electronic roll call. When the vote is completely recorded, the Commission Chair shall announce the result to the Commission, and the Secretary shall enter the result in the Journal.

5.2 Change of vote.—

After the vote is taken, but prior to the announcement of the result of a roll call, a member may vote, or change his or her vote, and such vote shall be recorded in the Journal. After the vote has been announced, a member with unanimous consent of those present may change his or her vote on the measure and such vote shall be recorded in the Journal, except that no such change of vote shall be valid where such vote would alter the final outcome.

5.3 Casting vote for another.—

No member shall cast a vote for another member, nor shall any person not a member cast a vote for a member.

5.4 Adoption of proposals.—

1. A proposal that has been placed on the calendar pursuant to Rule 2.167 or 2.14, and in accordance with the special order established by the Rules and Administration Committee, shall require a majority vote of the Commission for further consideration of the proposal and for commitment of the proposal to the Style and Drafting Committee.

2. The Style and Drafting Committee shall review all proposals receiving approval of a majority vote of the Commission for further consideration and prepare recommended ballot language, and shall All action taken by the committee shall be presented in a report to the full Commission, prepare recommended ballot language. The Style and Drafting Committee may recommend amendments to proposals and may recommend the grouping of any related proposals.

3. A proposal on consideration after having been disposed of by the Style and Drafting Committee, may be amended or grouped by a vote of at least 22 members of the Commission.

3. A report of the Style and Drafting Committee shall be considered in accordance with Rule 2.17.

4. Final adoption of any proposal(s) as amended by the report a proposal shall require a vote of at least 22 members of the Commission and shall be recorded by oral or electronic roll call.

RULE SIX

MOTIONS AND PRECEDENCE

6.1 Motions; how made, withdrawn.—

Every motion other than a motion to amend a proposal under consideration, shall be made orally. At the request of the Commission Chair any motion shall be reduced to writing. After a motion has been stated or read by the Commission Chair, it shall be deemed to be in possession of the Commission and, without a second, shall be disposed of by a vote of the Commission. The mover of the motion may withdraw a motion, except a motion to reconsider, as hereinafter provided, at any time before the same has been amended or before the vote shall have commenced.

6.2 Motions; precedence.—

When a question is under debate, the Commission Chair shall receive no motion except:

1. To adjourn instanter
2. To adjourn at a time certain
3. Questions of privilege
4. To take a recess
5. To reconsider
6. To limit debate
7. To temporarily postpone
8. To postpone to a day certain
9. To commit to a standing committee
10. To commit to a select committee
11. To amend

Those motions shall have a precedence in the descending order given above. The Commission Chair shall propound all questions in the order in which they are moved unless the subsequent motion be previous in nature; except that in fixing time, the longest time shall be put first. In all cases where the Commission shall be equally divided, the question shall be lost.

6.3 Motions which can be made but once.—

Motions to adjourn or recess shall be decided without debate by a majority vote of those present and voting. Only one substitute for a motion to adjourn shall be entertained. The substitute motion shall fix a different time for adjournment, and the same shall be put without debate, except that one (1) minute shall be allowed for the movers of the substitute within which to explain their reasons. The substitute motion having been lost, the question shall be put on the original motion, which, if lost, shall preclude any further motion to adjourn until other business shall have intervened.

6.4 Division of question.—

Any member may call for a division of a question when the sense will admit it. A motion to strike and insert shall be deemed indivisible; a motion to strike out, being lost, shall neither preclude amendment nor a motion to strike out and insert.

6.5 Reconsideration; generally.—

When a main question has been made and carried or lost, a Commissioner voting with the prevailing side may move for reconsideration of the question on the same or the next day on which the Commission meets. If the question has been decided by voice vote, any Commissioner may so move. Such motion may be made pending a motion to adjourn or if it is time to adjourn. Consideration of a motion to reconsider shall be a special and continuing order of business for the full Commission when it next meets as the full Commission succeeding that on which the motion was made and, unless considered on said business day, shall be considered abandoned. If the Commission shall refuse to reconsider or, on reconsideration, shall confirm its first decision, no further motion to reconsider shall be in order except on unanimous consent of those present. When a majority of Commissioners present vote in the affirmative on any question but the proposition be lost because it is one in which the concurrence of more than a majority is necessary for adoption or passage, any Commissioner may move for reconsideration. On the last day on which the Commission meets, a motion to reconsider shall be taken up instanter.

6.6 Reconsideration; when debate allowed.—

Debate shall be allowed on a motion to reconsider only when the question which it is proposed to reconsider is debatable. Where debate upon a motion to reconsider is in order, no member shall speak thereon more than once nor for a longer period than five (5) minutes.

6.7 Reconsideration; collateral matters.—

The adoption of a motion to reconsider a vote upon any secondary matter shall not remove the main subject under consideration from the consideration of the Commission. A motion to reconsider a collateral matter must be disposed of at once during the course of consideration of the main subject to which it is related and such motion shall be out of order after the Commission has passed to other business.

RULE SEVEN

AMENDMENTS

7.1 General form; notice; manner of consideration.—

All amendments shall be filed with the Secretary of the Commission on forms prescribed by the Secretary, but shall be considered only after the sponsor gains recognition from the Chair to move for adoption. All amendments properly timely filed shall be heard and the sponsor given the opportunity to be heard unless said amendment is withdrawn by the sponsor. The Rules and Administration Committee shall establish amendment filing deadlines, and any amendments thereto.

7.2 Sequence of amendments to amendments.—

An amendment to a pending amendment may be received, but until it is disposed of, no other motion to amend will be in order, except a substitute amendment or an amendment to the substitute. Such amendments are to be disposed of in the following order:

1. Amendments to the amendment are acted on before the substitute is taken up. Only one amendment to the amendment shall be in order at a time.
2. Amendments to the substitute are next voted on.
3. The substitute then is voted on.

The adoption of a substitute amendment in lieu of an original amendment shall be treated and considered as an amendment to the proposal itself.

7.3 Amendment by section.—

The adoption of an amendment to a section shall not preclude further amendment of that section or article. If an article is being considered section by section or item by item, only amendments to the section or item under consideration shall be in order. The Commission Chair shall, in recognizing members for the purpose of moving for adoption of amendments, try to consider all amendments to Section 1 first, then all amendments to Section 2 and so on. After all sections have been considered separately in lieu of the entire article, the whole article shall be open for amendment.

7.34 Amendment; germanity of amendment.—

Germanity.

1. Neither the Commission nor any substantive committee shall consider an amendment that relates to a different subject or is intended to accomplish a different purpose than that of the pending question or that, if adopted, would require a title amendment for the proposal that is substantially different from the proposal's original title or that would unreasonably alter the nature of the proposal.
2. The Commission Chair, or the Committee Chair in the case of an amendment offered in committee, shall determine the germanity of any amendment when the question is timely raised.
3. An amendment of the second degree or a substitute amendment must be germane to both the main amendment and the measure to which it adheres. No proposition on a subject different from that under consideration shall be admitted under color of amendment.

7.45 Floor amendments out of order. —

A floor amendment is out of order if it is the principal substance of a proposal that has:

1. Received an unfavorable committee report;
2. Been withdrawn from further consideration; or
3. Not been reported favorably by at least one committee of reference

And may not be offered to a proposal that is on consideration by the full Commission. Any amendment that is substantially the same, and identical as to specific intent and purpose, as the measure residing in a committee of reference is covered by this Rule.

RULE EIGHT

DECORUM AND DEBATE

8.1 Decorum and debate.—

When any member desires to speak or deliver any matter to the Commission, the member shall rise at his or her seat and address the Chair as Mr. or Madam Chair, and, on being recognized, may address the Commission from his or her desk, and shall confine any remarks to the question under debate, avoiding personality. A member shall not address or refer to another member by his or her first name. A member shall use the appellation of Commissioner, or such appellation and the surname of the Commissioner addressed.

8.2 Commission Chair's power of recognition.—

When two (2) or more members rise at once, the Commission Chair shall name the member who is first to be recognized.

8.3 Interruption of members in debate.—

No member shall be interrupted by another member without the consent of the member who has the floor, except rising to a question of order.

8.4 Time for debate.—

No member shall speak more than ten (10) minutes in debate on any question. The introducer of a proposal under consideration shall be entitled to five (5) minutes to close, notwithstanding that the introducer may have used ten (10) minutes in opening.

8.5 Limitation on debate.—

When a proposal is under debate by the Commission, a member may move to limit debate, and such motion shall be decided without debate, except the introducer of a proposal shall have five (5) minutes to discuss said motion. If, by two-thirds (2/3) vote of those present, the question is decided in the affirmative, debate shall be limited accordingly.

8.6 Priority of business.—

All questions relating to priority of business shall be decided without debate.

8.7 Questions of privilege.—

Questions of privilege shall be: (1) those affecting the Commission collectively, its safety, dignity, and the integrity of its proceedings; and (2) the rights, reputation, and conduct of members individually in their representative capacity only. These shall have precedence over all other questions except motions to adjourn. Upon recognition of the Chair, no member shall be permitted to speak longer than ten (10) minutes on a question of privilege.

RULE NINE

MISCELLANEOUS

9.1 Interpretation of rules.—

It shall be the duty of the Commission Chair, or the presiding officer, to interpret all rules, subject to appeal by any member in accordance with Rule 1.5. In all cases not provided for by the State Constitution or the Rules of the Commission, the guiding, but nonbinding, authority shall be the latest edition of Mason's Manual of Legislative Procedure. Mason's Manual of Legislative Procedure shall govern the Commission and any committees established pursuant to these Rules in all cases in which they are applicable and in which they are not in conflict with the Rules of this Commission, except that seconds to motions shall not be necessary. It shall be the duty of the Commission Chair, or the presiding officer, to interpret all rules, subject to appeal by any member.

9.2 Waiver and suspension of rules.—

These ~~R~~rules shall not be waived or suspended except by a two-thirds (2/3) vote of ~~the Commissioners present and voting~~all the members of the Commission. The motion, when made, shall be decided without debate. No motion to waive a rule requiring unanimous consent of the Commission shall be adopted except by unanimous consent of those present.

9.3 Changes in rules.—

All proposed amendments to these Rules shall be presented to the Rules and Administration Committee for recommendation to the Commission. Such recommendation may be amended by a two-thirds (2/3) vote of the Commission and shall be adopted by a two-thirds (2/3) vote of the Commission.

9.4 Majority action.—

Unless otherwise indicated by these ~~R~~rules, all action by the Commission shall be by majority vote of those members present ~~and voting~~.

9.5 Supreme Court library temporary repository for Commission records.—

The Supreme Court library shall be provided with copies of the records for the purpose of creating an electronic record of the Commission process. All records of the Commission will be permanently stored with the Secretary of State, Division of Library Information Services, Bureau of Archives and Records Management.

9.6 Alternates.—

Alternates shall have the same privileges as Commissioners, but shall not have voting privileges.

DRAFT

**RULES OF THE 1997-1998
CONSTITUTION REVISION COMMISSION**

**RULE ONE
CHAIR, OFFICERS, MEMBERS, AND EMPLOYEES**

PART ONE—COMMISSION CHAIR

1.1 Appointment of the Chair.—

The Chair of the Constitution Revision Commission is appointed by the Governor pursuant to Article XI, section 2 of the Constitution of the State of Florida.

1.2 Employment of Executive Director.—

The Commission Chair shall employ on behalf of the Commission an Executive Director who shall employ with the approval of the Chair such personnel of the Commission as may be necessary to perform the functions of the Commission. The Executive Director serves at the pleasure of the Commission Chair.

1.3 Appointment of Committees.—

The Commission Chair, in consultation with members of the Commission, shall appoint all standing and select committees, and the members of each, and unless otherwise provided shall designate a chair and vice-chair of each committee.

1.4 Calling the Commission to order.—

The Commission Chair shall take the chair each day at the hour established by the Commission at the last session or by the Committee on Rules and Administration. On appearance of a quorum, the Commission Chair shall immediately call the members to order and proceed with the daily order of business.

1.5 Commission Chair's control of order.—

The Commission Chair shall decide all questions of order, subject to appeal by any member to the Commission. The Commission Chair may require the member raising the point of order to cite the Rule or other authority in support of the question. Upon appeal, no member (except the member making the appeal) shall speak more than once, except by permission of the Commission Chair. The member making the appeal shall have the right to speak five minutes in closing, and the Commission Chair shall have the right to speak five minutes from the floor to close the debate. The appeal shall be decided by a majority vote.

1.6 The Commission Chair's control of chamber, corridors, and rooms.—

The Commission Chair shall preserve order and decorum and shall have general control of the Chamber, galleries, halls, and rooms surrounding the Chamber as well as distribution of literature and other materials in those areas.

1.7 The Commission Chair's vote.—

The Commission Chair shall not be required to vote in ordinary proceedings, except on final passage of any proposed revision or part thereof of the Constitution, unless the Commission Chair's vote is needed to break a tie. In all roll call votes, the Commission Chair's name shall be called last.

1.8 Vacating the chair.—

The Commission Chair may name any member to perform the duties of the Chair, but such substitution shall not extend beyond one Commission meeting.

PART TWO—COMMISSION OFFICERS: SECRETARY OF THE COMMISSION AND SERGEANT-AT-ARMS

1.9 Appointment of a Secretary of the Commission.—

The Secretary of the Commission shall be designated by the Commission Chair.

1.10 Secretary's duties generally; maintains Journal.—

The Secretary of the Commission shall keep a correct daily Journal of the proceedings of the Commission, and this Journal shall be numbered serially from the first day of the Commission meeting in full session. The Secretary shall retain custody of all records or papers belonging to the Commission and shall not permit any records or papers belonging to the Commission to be removed from the custody of the Secretary other than in the regular course of business and with proper receipt.

1.11 Secretary's duties; prepares calendar of public hearing and meeting notices of the Commission.—

The Secretary shall publish a calendar as provided by the Committee on Rules and Administration in accordance with these Rules. In the event the Commission goes into recess, the Secretary shall publish an interim calendar, which sets forth notices of public hearings, and all other matters of public information as shall be necessary to properly advise the members and the public of the official meetings of the Commission. Such notice, including an agenda of items to be considered, shall be published no less than five (5) days prior to Commission meetings when the Commission is not in session. During sessions of the Commission, notice may be made by announcement by the Chair or committee chair while the Commission is in session.

1.12 Secretary's duties; reads papers and calls roll.—

The Secretary shall read to the Commission all papers ordered to be read, note responses of members when the roll is called to determine the presence of a quorum; call the roll and tabulate the answers of members when a question is taken by yeas and nays, and assist, under the direction of the Commission Chair, in taking the count when any vote of the Commission is taken by a show of hands or otherwise.

1.13 Secretary's duties; prepares printed forms.—

The Secretary shall prepare the copy for all printed forms used by the Commission.

1.14 Secretary's duties; indexes proposals.—

The Secretary shall maintain a numerical index of proposals filed by members and a cumulative index by introducers.

1.15 Appointment of a Sergeant-at-Arms.—

The Sergeant-at-Arms shall be designated by the Commission Chair.

1.16 Duties of the Sergeant-at-Arms.—

The Sergeant-at-Arms shall attend the Commission during its meetings, maintain order under the direction of the Commission Chair, and execute the commands of the Commission.

PART THREE—COMMISSION MEMBERS

1.17 Attendance and voting.—

Unless a Commission member has submitted the written notice provided in Rule 1.18, every Commission member shall be within the Commission's chamber during its sessions and shall vote on each question during its sessions and shall vote on each question except as follows. If the vote is on a question which would inure to a Commissioner's special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom the Commissioner is retained or to the parent organization or subsidiary of a corporate principal by which the Commissioner is retained; or which the Commissioner knows would inure to the special gain or loss of a relative or business associate of the Commissioner, the Commissioner must file with the Secretary, prior to or at the time of the vote, a statement disclosing a conflict of interest which discloses the nature of his or her interest, and refrain from voting. If a Commissioner later discovers that a conflict existed, with 15 days, the Commissioner shall file with the Secretary, a statement disclosing the conflict and the nature of his or her interest. For purposes of the vote result, the subsequent filing of a disclosure of a conflict of interest will be treated in the same manner as a change of vote in Rule 5.2

1.18 Absences.—

If a member is unable to attend any Commission proceeding, the Commissioner shall submit written notice of the absence to the Commission Chair. The notice shall be noted in the Journal.

1.19 Incurring obligations.—

No member of the Commission shall incur any obligation payable from Commission funds without the prior written approval of the Commission Chair.

PART FOUR—EMPLOYEES OF THE COMMISSION

1.20 Executive Director.—

The Commission Executive Director serves at the pleasure of the Commission Chair.

1.21 Commission personnel.—

The Executive Director with the approval of the Commission Chair may employ such personnel of the Commission as may be necessary to perform the functions of the Commission. The personnel serve at the pleasure of the Chair, and the Executive Director has the authority to dismiss any employee with the approval of the Commission Chair.

1.22 Personnel; duties and hours.—

Commission personnel shall perform the duties assigned them by the Commission Chair or the Executive Director and shall remain on duty as required.

PART FIVE—PUBLIC MEETINGS AND PUBLIC RECORDS

1.23 Open meetings and records.—

All proceedings and records of the Commission shall be open to the public.

RULE TWO

COMMITTEES, OFFICERS, MEMBERS, VOTING, MOTIONS, DECORUM, AND DEBATE

PART ONE—COMMITTEE ORGANIZATION, DUTIES, AND RESPONSIBILITIES

2.1 Standing substantive committees; creation.—

There is hereby created the following substantive standing committees:

1. Declaration of Rights (Article I)
2. Executive (Article IV)
3. Judicial (Article V)
4. Legislative (Article III)
5. Local Government (Article VIII)
6. Finance and Taxation (Article VII)
7. Ethics and Elections (Article VI, part of Article II)
8. Bonding and Investments (Article VII)
9. Education (Article IX)
10. General Provisions (Articles II, X, XI, and XII)

Each standing committee shall be composed of no less than five (5) members. Additional standing committees may be named by the Commission Chair.

2.2 Substantive standing committees; powers and responsibilities.—

The standing substantive committees shall review proposals referred to them by the Chair in relation to the Constitution of the State of Florida, as revised in 1968 and subsequently amended, and report the results of their deliberations to the full Commission. Any action of a standing committee is advisory only.

2.3 Standing procedural committees.—

There is hereby created the following procedural committees:

1. The Style and Drafting Committee. The Style and Drafting Committee shall have the responsibility for clarifying, codifying, and arranging the proposals adopted by the Commission into an orderly revision of or amendment(s) to an existing Section or Article of the present Constitution. It shall also prepare the Commission's final report.
2. The Rules and Administration Committee. The Rules and Administration Committee shall be responsible for setting the daily calendar and any additions thereto. It shall also see that the proceedings of the

Commission, in full session, are in accordance with the Rules of the Commission and consider such matters as may be referred to it by the Chair. It shall also provide a schedule of the days and hours for the meetings of the committees to prevent scheduling conflict among members. The committee will also be responsible for working with the Chair and the Executive Director on administrative matters relating to the Commission's operation.

2.4 Committees, meetings.—

Each committee, substantive or procedural, shall meet publicly at such times as are called by the respective committee chair or as determined by the Committee on Rules and Administration, subject to the approval of the Commission Chair. The Chair may excuse any member from attendance from committee meetings. The Chair shall group standing committees to provide each with an opportunity to meet without conflicting with the meetings of other committees.

2.5 Committees, quorum.—

A majority of the members of a committee shall constitute a quorum.

PART TWO—COMMITTEES; OFFICERS

2.6 Committees; appointment of chair and vice-chair.—

The Commission Chair shall appoint a chair and vice-chair of each committee who shall serve at the pleasure of the Commission Chair.

2.7 Committees; calling committees to order.—

The chair or, in the chair's absence, the vice-chair, shall call the committee to order. On the appearance of a quorum, the committee shall proceed with the order of business. Any member of the committee may question the absence of a quorum.

2.8 Committees; chair's control.—

The chair or vice-chair shall preserve the order and decorum and shall have general control of the committee room. If there is a disturbance or disorderly conduct in the committee room, the chair or the vice-chair may require participants in the disturbance to clear the room.

2.9 Chair and vice-chair; vote.—

The chair and vice-chair shall vote on all matters before the committee. The name of the chair shall be called last.

PART THREE—COMMITTEES; VOTING

2.10 Committees; taking the vote.—

The chair shall declare all votes and shall cause the same to be entered on the records of the committee, but if any member questions a vote, then by a show of hands by three (3) members the chair shall call the roll. When the committee shall be equally divided, the question shall be lost.

2.11 Committees; proxy voting.—

Each committee member shall attend all meetings and shall vote on each question except as follows. If the vote is on a question which would inure to a Commissioner's special private gain or loss; which he or she knows would inure to the special private gain or loss of any principal by whom the Commissioner is retained or to the parent organization or subsidiary of a corporate principal by which the Commissioner is retained; or which the Commissioner knows would inure to the special gain or loss of a relative or business associate of the Commissioner, the Commissioner must file with the Secretary, prior to or at the time of the vote, a statement disclosing a conflict of interest which discloses the nature of his or her interest, and refrain from voting. If a Commissioner later discovers that a conflict existed, within 15 days, the Commissioner shall file with the Secretary, a statement disclosing the conflict and the nature of his or her interest. For purposes of the vote result, the subsequent filing of a disclosure of a conflict of interest will be treated in the same manner as a change of vote in Rule 5.2. No member of a committee shall vote by proxy.

PART FOUR—COMMITTEES; CONSIDERATION AND REPORT

2.12 Committees; consideration of proposals.—

All proposals that are referred to a committee established pursuant to these Rules shall be reported from the respective committee in writing, together with the recommendation of approval, disapproval or no recommendation and filed with the Secretary. No proposal may be rejected or defeated by a committee, but a committee, in reporting its recommendation, may draft a new proposal, embracing the same general subject matter of the original proposal(s) to be returned to the Commission with the recommendation that a substitute be considered in lieu of the original proposal(s).

2.13 Committee consideration; time-frame.—

Prior to the convening of the full Commission in session, committees may consider proposals at the pleasure of the chair of the respective committees. When the Commission is meeting in regular sessions, each committee to which a proposal is referred shall have no longer than three (3) Commission meeting days from the day it received a proposal within which to file its written report, provided however, that on the motion of the committee chair, the time may be extended by the Commission for a period not to exceed five (5) Commission days per motion.

2.14 Committees; failure to report.—

In the event a committee fails to report a proposal within the time allowed by these Rules and the time has not been extended, on point of order by the introducer, the proposal shall be deemed reported without recommendation and transmitted to the Secretary to be placed on the calendar for consideration.

[Provisions of Rule 2.15 were deleted.]

2.16 Committees; signing reports.—

All committee reports shall be signed by the chair, or the vice-chair in the absence of the chair, and filed with the Secretary. Committees shall keep an accurate record of the committee's activity including but not limited to motions, amendments, and votes.

2.17 Committees; transmit proposals to Secretary.—

Proposals after having been reported by a committee shall be placed on the calendar for consideration. Proposals shall be listed in numerical order. The Rules and Administration Committee shall establish a calendar for consideration of proposals and other matters in such order or manner as it deems proper. The special order may be amended by a majority vote of the Commission.

RULE THREE

PROPOSALS

3.1 Objectives.—

The Constitution Revision Commission is vested with the duty to examine the Constitution of the State of Florida, as revised in 1968, and subsequently amended, hold public hearings, and file with the Secretary of State its proposal, if any. This Rule and each portion thereof addresses itself to the basic document under consideration, proposals for revision and procedures therefor.

3.2 Base document.—

The Constitution of the State of Florida, as revised in 1968 and subsequently amended, shall be the base document for all proposals. The Constitution shall be printed in legislative bill form.

3.3 Commission consideration of public issues.—

Constitutional issues raised by the public shall be identified and listed in numerical order according to the article and section of the Constitution to which they relate. Upon motion of a Commissioner and upon receiving an affirmative vote of at least ten (10) Commission members, issues submitted by the public shall be filed with the Secretary for consideration by the Commission. The moving Commissioner of a public proposal shall be deemed the sponsor of such proposal.

3.35 Commissioners' proposals.—

Those issues submitted by Commissioners shall be reviewed by the Commission and the issue shall be filed with the Secretary of the Commission for consideration by the Commission.

3.4 Form of proposals.—

Proposed revisions to the 1968 Constitution filed with the Secretary shall be incorporated onto written forms prescribed by the Secretary. The forms shall follow the form for bills used by the Florida Legislature. A proposal for revision shall address itself to the pertinent article, section, page, and line number of the 1968 Constitution, as amended, which it seeks to revise.

Existing language proposed to be deleted shall be lined through with hyphens. Proposed new language shall be underlined. A proposal for revision of the Constitution shall be designated a proposal, and shall be referred to as such.

3.5 Proposals for introduction.—

All proposals submitted and receiving requisite consideration by Commission members shall be filed with the Secretary who shall serially number them and submit them to the Commission for any action as determined by the Commission. The Commission Chair shall refer proposals to the appropriate committees.

3.6 Substitute proposals.—

If a substitute proposal has been filed with the Secretary, when the original proposal is reached on the calendar, it shall be automatically tabled and the substitute proposal shall be available in lieu of the original proposal. Upon failure of a motion to consider the substitute proposal, consideration of the original proposal shall be the next order of business. The introducer of the original proposal may be shown by the Secretary as a co-sponsor of a substitute or may withdraw as a co-sponsor.

RULE FOUR

FULL COMMISSION; ORDER OF BUSINESS AND CALENDAR

4.1 Session of the Commission.—

The Commission shall meet pursuant to a schedule adopted by the Committee on Rules and Administration and approved by the Commission Chair. The schedule shall set forth the hours to convene and adjourn.

4.2 Quorum.—

A majority of the Commission shall constitute a quorum.

4.3 Daily order of business.—

The daily order of business shall be as follows:

1. Roll call
2. Prayer
3. Pledge of allegiance to the flag
4. Receiving communications
5. Introduction of proposals
6. Reports of committees
7. Matters on reconsideration
8. Special order as determined by the Rules and Administration Committee
9. Unfinished business
10. Correction and approval of Journal

The Secretary of the Commission shall prepare and distribute, on each day of session, a calendar corresponding to the Daily Order of Business; and within each order of business, matters shall be considered in the order that they appear on the daily calendar.

4.4 Motion to amend daily order of business.—

Any motion to amend the daily order of business shall be deemed as a motion to waive the rules.

RULE FIVE

FULL COMMISSION VOTING

5.1 Taking the yeas and nays.—

The Commission Chair shall declare the outcome of all votes, but if three (3) Commissioners immediately question a vote by a show of hands, the Chair shall take the vote. When the vote is completely recorded, the Commission Chair shall announce the result to the Commission, and the Secretary shall enter the result in the Journal.

5.2 Change of vote.—

After the voting, but prior to the announcement of the result of a roll call, a member may vote, or change his or her vote, and such vote shall be recorded in the Journal. After the vote has been announced, a member with unanimous consent of those present may change his or her vote on the measure and such vote shall be recorded in the Journal, except that no such change of vote shall be valid where such vote would alter the final outcome.

5.3 Casting vote for another.—

No member shall cast a vote for another member, nor shall any person not a member cast a vote for a member.

5.4 Adoption of proposals.—

1. A proposal that has been placed on the calendar pursuant to Rule 2.17 or 2.14, and in accordance with the special order established by the Rules and Administration Committee, shall require a majority vote of the Commission for further consideration of the proposal and for commitment of the proposal to the Style and Drafting Committee.
2. The Style and Drafting Committee shall review all proposals receiving approval of a majority of the Commission and shall prepare recommended ballot language. The Style and Drafting Committee may recommend amendments to proposals and may recommend the grouping of any related proposals.
3. A proposal on consideration after having been disposed of by the Style and Drafting Committee, may be amended or grouped by a vote of at least 22 members of the Commission.
4. Final adoption of a proposal shall require a vote of at least 22 members of the Commission.

RULE SIX

MOTIONS AND PRECEDENCE

6.1 Motions; how made, withdrawn.—

Every motion other than a motion to amend a proposal under consideration, shall be made orally. At the request of the Commission Chair any motion shall be reduced to writing. After a motion has been stated or read by the Commission Chair, it shall be deemed to be in possession of the Commission and, without a second, shall be disposed of by a vote of the Commission. The mover of the motion may withdraw a motion, except a motion to reconsider, as hereinafter provided, at any time before the same has been amended or before the vote shall have commenced.

6.2 Motions; precedence.—

When a question is under debate, the Commission Chair shall receive no motion except:

1. To adjourn instanter
2. To adjourn at a time certain
3. Questions of privilege
4. To take a recess
5. To reconsider
6. To limit debate
7. To postpone to a day certain
8. To commit to a standing committee
9. To commit to a select committee
10. To amend

Those motions shall have a precedence in the descending order given above. The Commission Chair shall propound all questions in the order in which they are moved unless the subsequent motion be previous in nature; except that in fixing time, the longest time shall be put first. In all cases where the Commission shall be divided, the question shall be lost.

6.3 Motions which can be made but once.—

Motions to adjourn or recess shall be decided without debate by a majority vote of those present and voting. Only one substitute for a motion to adjourn shall be entertained. The substitute motion shall fix a different time for adjournment, and the same shall be put without debate, except that one (1) minute shall be allowed for the movers of the substitute within which to explain their reasons. The substitute motion having been lost, the question shall be put on the original motion, which, if lost, shall preclude any further motion to adjourn until other business shall have intervened.

6.4 Division of question.—

Any member may call for a division of a question when the sense will admit it. A motion to strike and insert shall be deemed indivisible; a motion to strike out, being lost, shall neither preclude amendment nor a motion to strike out and insert.

6.5 Reconsideration; generally.—

When a main question has been made and carried or lost, a Commissioner voting with the prevailing side may move for reconsideration of the question on the same or the next day on which the Commission meets. If the question has been decided by voice vote, any Commissioner may so move. Such motion may be made pending a motion to adjourn or if it is time to adjourn. Consideration of a motion to reconsider shall be a special and continuing order of business for the full Commission when it next meets as the full Commission succeeding that on which the motion was made and, unless considered on said business day, shall be considered abandoned. If the Commission shall refuse to reconsider or, on reconsideration, shall confirm its first decision, no further motion to reconsider shall be in order except on unanimous consent of those present. When a majority of Commissioners present vote in the affirmative on any question but the proposition be lost because it is one in which the concurrence of more than a majority is necessary for adoption or passage, any Commissioner may move for reconsideration. On the last day on which the Commission meets, a motion to reconsider shall be taken up instanter.

6.6 Reconsideration; when debate allowed.—

Debate shall be allowed on a motion to reconsider only when the question which it is proposed to reconsider is debatable. Where debate upon a motion to reconsider is in order, no member shall speak thereon more than once nor for a longer period than five (5) minutes.

6.7 Reconsideration; collateral matters.—

The adoption of a motion to reconsider a vote upon any secondary matter shall not remove the main subject under consideration from the consideration of the Commission. A motion to reconsider a collateral matter must be disposed of at once during the course of consideration of the main subject to which it is related and such motion shall be out of order after the Commission has passed to other business.

RULE SEVEN

AMENDMENTS

7.1 General form; notice; manner of consideration.—

All amendments shall be filed with the Secretary of the Commission on forms prescribed by the Secretary, but shall be considered only after the sponsor gains recognition from the Chair to move for adoption. All amendments properly filed shall be heard and the sponsor given the opportunity to be heard unless said amendment is withdrawn by the sponsor.

7.2 Sequence of amendments to amendments.—

An amendment to a pending amendment may be received, but until it is disposed of, no other motion to amend will be in order, except a substitute amendment or an amendment to the substitute. Such amendments are to be disposed of in the following order:

1. Amendments to the amendment are acted on before the substitute is taken up. Only one amendment to the amendment shall be in order at a time.
2. Amendments to the substitute are next voted on.
3. The substitute then is voted on.

The adoption of a substitute amendment in lieu of an original amendment shall be treated and considered as an amendment to the proposal itself.

7.3 Amendment by section.—

The adoption of an amendment to a section shall not preclude further amendment of that section or article. If an article is being considered section by section or item by item, only amendments to the section or item under consideration shall be in order. The Commission Chair shall, in recognizing members for the purpose of moving for adoption of amendments, try to consider all amendments to Section 1 first, then all amendments to Section 2 and so on. After all sections have been considered separately in lieu of the entire article, the whole article shall be open for amendment.

7.4 Amendment; germanity of amendment.—

No proposition on a subject different from that under consideration shall be admitted under color of amendment.

RULE EIGHT

DECORUM AND DEBATE

8.1 Decorum and debate.—

When any member desires to speak or deliver any matter to the Commission, the member shall rise at his or her seat and address the Chair as Mr. or Madam Chair, and, on being recognized, may address the Commission from his or her desk, and shall confine any remarks to the question under debate, avoiding personality. A member shall not address or refer to another member by his or her first name. A member shall use the appellation of Commissioner, or such appellation and the surname of the Commissioner addressed.

8.2 Commission Chair's power of recognition.—

When two (2) or more members rise at once, the Commission Chair shall name the member who is first to be recognized.

8.3 Interruption of members in debate.—

No member shall be interrupted by another member without the consent of the member who has the floor, except rising to a question of order.

8.4 Time for debate.—

No member shall speak more than ten (10) minutes in debate on any question. The introducer of a proposal under consideration shall be entitled to five (5) minutes to close, notwithstanding that the introducer may have used ten (10) minutes in opening.

8.5 Limitation on debate.—

When a proposal is under debate by the Commission, a member may move to limit debate, and such motion shall be decided without debate, except the introducer of a proposal shall have five (5) minutes to discuss said motion. If, by two-thirds (2/3) vote of those present, the question is decided in the affirmative, debate shall be limited accordingly.

8.6 Priority of business.—

All questions relating to priority of business shall be decided without debate.

8.7 Questions of privilege.—

Questions of privilege shall be: (1) those affecting the Commission collectively, its safety, dignity, and the integrity of its proceedings; and (2) the rights, reputation, and conduct of members individually in their representative capacity only. These shall have precedence over all other questions except motions to adjourn. Upon recognition of the Chair, no member shall be permitted to speak longer than ten (10) minutes on a question of privilege.

RULE NINE

MISCELLANEOUS

9.1 Interpretation of rules.—

Mason’s Manual of Legislative Procedure shall govern the Commission and any committees established pursuant to these Rules in all cases in which they are applicable and in which they are not in conflict with the Rules of this Commission, except that seconds to motions shall not be necessary. It shall be the duty of the Commission Chair, or the presiding officer, to interpret all rules, subject to appeal by any member.

9.2 Waiver and suspension of rules.—

These rules shall not be waived or suspended except by a two-thirds (2/3) vote of all the members of the Commission. The motion, when made, shall be decided without debate. No motion to waive a rule requiring unanimous consent of the Commission shall be adopted except by unanimous consent of those present.

9.3 Changes in rules.—

All proposed amendments to these Rules shall be presented to the Rules and Administration Committee for recommendation to the Commission. Such recommendation may be amended by a two-thirds (2/3) vote of the Commission and shall be adopted by a two-thirds (2/3) vote of the Commission.

9.4 Majority action.—

Unless otherwise indicated by these rules, all action by the Commission shall be by majority vote of those members present.

9.5 Supreme Court library temporary repository for Commission records.—

The Supreme Court library shall be provided with copies of the records for the purpose of creating an electronic record of the Commission process. All records of the Commission will be permanently stored with the Secretary of State, Division of Library Information Services, Bureau of Archives and Records Management.

9.6 Alternates.—

Alternates shall have the same privileges as Commissioners, but shall not have voting privileges.

MAY 17 17 10:54AM

WELCOME GUEST

CONSTITUTION REVISION COMMISSION
PUBLIC HEARING

5.17.2017

Date

Do you want to speak? Please fill out this card.

*Topic/Issue RULES

*Name Stephanie OWONS

Address 540 Beverly CT

TALLAHASSEE FL 32301
City State Zip

Phone 850.224.2545

Email LWVFORACTEQA@AOL.COM

Are you representing someone other than yourself? Yes No

If Yes, who? _____

Are you a registered lobbyist? Yes No

Are you an elected official or judge? Yes No

While the Commission encourages public testimony, time may not permit all persons wishing to speak to be heard at this meeting. Those who do speak may be asked to limit their remarks so that as many persons as possible can be heard.

Information submitted on this form is public record.

*Required

WELCOME GUEST

CONSTITUTION REVISION COMMISSION PUBLIC HEARING

MAY 17 10:59 AM

Do you want to speak? Please fill out this card.

5-17-17

Date

*Topic/Issue Rules

*Name Sandra Spoka

Address 835 Seddon Cove

Street

Tampa FL 33602

City

State

Zip

Phone 813-209-9559

Email president@HcLWV.org

Are you representing someone other than yourself? Yes No

If Yes, who? LWV Hc

Are you a registered lobbyist? Yes No

Are you an elected official or judge? Yes No

While the Commission encourages public testimony, time may not permit all persons wishing to speak to be heard at this meeting. Those who do speak may be asked to limit their remarks so that as many persons as possible can be heard.

Information submitted on this form is public record.

***Required**

WELCOME GUEST

CONSTITUTION REVISION COMMISSION PUBLIC HEARING

MAY 17 11:20AM

Do you want to speak? Please fill out this card.

Date

*Topic/Issue Commission Selection Process

*Name John Alvarez

Address 704 S Westshore Blvd

Street

Tampa

City

FL

State

33609

Zip

Phone 850-559-8072

Email johnrayalu@gmail.com

Are you representing someone other than yourself? Yes No

If Yes, who? _____

Are you a registered lobbyist? Yes No

Are you an elected official or judge? Yes No

While the Commission encourages public testimony, time may not permit all persons wishing to speak to be heard at this meeting. Those who do speak may be asked to limit their remarks so that as many persons as possible can be heard.

Information submitted on this form is public record.

***Required**

WELCOME GUEST

CONSTITUTION REVISION COMMISSION PUBLIC HEARING

Do you want to speak? Please fill out this card.

MPV1717 11:24AM
1/20

5/15/25
Date

*Topic/Issue

ROCES

*Name

ELLEN GIBELLINA

Address

7110 28TH ST

Phone

941-549-1445

Street

SPR FC 34243

Email

JUDICIALWATCH FL
@GATED.COM

City

State

Zip

Are you representing someone other than yourself? Yes No

If Yes, who? _____

Are you a registered lobbyist? Yes No

Are you an elected official or judge? Yes No

While the Commission encourages public testimony, time may not permit all persons wishing to speak to be heard at this meeting. Those who do speak may be asked to limit their remarks so that as many persons as possible can be heard.

Information submitted on this form is public record.

*Required

MAY 17 11:33AM

WELCOME GUEST

CONSTITUTION REVISION COMMISSION PUBLIC HEARING

Do you want to speak? Please fill out this card.

5/17/2017
Date

*Topic/Issue RULES

*Name RACHEL GARAFALO

Address 540 - BEVERLY COURT

Street
TALLAHASSEE, FL 32301 (LIVVF OFFICE)
City State Zip

Phone (850) 224-2545

Email LIVVF OFFICE@GMAIL.COM

Are you representing someone other than yourself? Yes No

If Yes, who? LEAGUE OF WOMEN VOTERS OF FLORIDA

Are you a registered lobbyist? Yes No

Are you an elected official or judge? Yes No

While the Commission encourages public testimony, time may not permit all persons wishing to speak to be heard at this meeting. Those who do speak may be asked to limit their remarks so that as many persons as possible can be heard.

Information submitted on this form is public record.

***Required**