

**RULES OF ORGANIZATION AND PROCEDURE
FOR THE
COMMITTEE ON HUMAN SERVICES
COUNCIL OF THE DISTRICT OF COLUMBIA
COUNCIL PERIOD 19**

**THE COMMITTEE ON HUMAN SERVICES
JANUARY 25, 2011**

ARTICLE I -- DEFINITIONS

SEC. 101. DEFINITIONS

For the purposes of these Rules, section 101 of the “Rules of Organization and Procedure for the Council of the District of Columbia, Council Period 19” are incorporated by reference.

ARTICLE II -- COMMITTEE RESPONSIBILITIES

SEC. 201. OVERSIGHT RESPONSIBILITIES

The Committee is responsible for matters relating to responsible for matters concerning welfare, social services, youth affairs (other than juvenile court proceedings), disability services, and the regulation of alcoholic beverages.

The Committee shall review and study, on a continuing basis, the application, administration, execution, and effectiveness of policies, programs, laws and regulations, the subject matter of which is within the jurisdiction of the Committee, to determine whether those policies, programs, laws and regulations are being implemented in accordance with the intent of the Council and whether these policies, programs, laws or regulations should be continued, altered, or eliminated.

In addition, the Committee shall review and study any conditions that may indicate the necessity or desirability of enacting new legislation or amendments to existing law within the jurisdiction of the Committee, and shall, on a continuing basis, undertake research on matters within the jurisdiction of the Committee.

The following agencies come under the purview of the Committee:

- (a) Alcoholic Beverage Regulation Administration;
- (b) Board of Social Work;
- (c) Child and Family Services Agency;
- (d) Children and Youth Investment Trust;
- (e) Department of Human Services;
- (f) Department of Youth Rehabilitation Services; and
- (g) Department on Disability Services.

ARTICLE III -- ORGANIZATION OF THE COMMITTEE

SEC. 301. PRESIDING OFFICER

The Chairperson shall be presiding officer of the Committee; though the Chairperson may appoint another Committee member to preside for the Chairperson should he/she be unable to preside.

SEC. 302. COMMITTEE STAFF

The Chairperson shall assign and remove, and determine the remuneration of the staff of the Committee subject to appropriations and positions allocated by the Council, pursuant to

section 406 of the District of Columbia Government Comprehensive Merit Personnel Act of 1978 (D.C. Official Code § 1-604.06).

ARTICLE IV -- PROCEDURES FOR MEETINGS

SEC. 401. REGULAR MEETINGS

(a) Time. The Committee shall hold regular meetings on the 4th Tuesday of each month at 11:00 a.m., except during periods of recess of the Council. The Chairperson shall circulate a notice of the date, hour, and place of all committee meetings to all members of the Council at least 24 hours before the date of the meeting, along with a copy of the agenda of the meeting and draft of any measures to be considered, unless at least four members of the committee agree to a shorter notice.

(b) Place. All regular meetings of the Committee shall be held in Room 123, at 1350 Pennsylvania Avenue, N.W., Washington D.C., unless another place is designated by a majority of the Committee either in a Committee meeting or in writing circulated to all members no less than 24 hours prior to the scheduled meeting.

(c) Recess and Rescheduling: If a majority of the Committee is present at a regular meeting, the Chairperson may recess that meeting to another time, day, or place, or may reschedule any future regular meeting to another time, day, or place.

(d) Conflict with other Committee. The Chairperson shall endeavor to ensure that the meetings of the Committee do not conflict with a previously scheduled meeting of another committee.

(e) Cancellation and Adjournment: The Chairperson may cancel a future regularly scheduled meeting. The Committee Clerk shall notify each member of a cancellation of a regularly scheduled meeting by providing at least 24 hours notice to Members and the Secretary to the Council. If the circumstances preclude the provision of the notice 24 hours prior to the regularly scheduled meeting, the Chairperson shall provide written notice of the cancellation to each Member and the Secretary to the Council at the earliest possible time prior to the regularly scheduled meeting, but no later than 2 hours prior to the regularly scheduled meeting. The Chairperson may adjourn a meeting of the Committee at any time.

SEC. 402. ADDITIONAL AND SPECIAL MEETINGS

(a) Additional Meetings.

(1) The Chairperson may call additional meetings of the Committee.

(3) Whenever an additional meeting is called, the Chairperson shall notify each member in writing not less than 24 hours prior to the additional meeting. The notice shall state the date, hour, place, and agenda of the meeting. No matter shall be considered at any additional meeting except those stated in the request and notification. Additional meetings to consider emergency matters may be called upon with shorter notice if a majority of the members agree in writing to the shorter notice.

(4) The Chairperson may cancel an additional meeting. The Committee Clerk shall notify each member of a cancellation of an additional meeting by providing at least 12 hours notice to Members and the Secretary to the Council, unless the Member and the Secretary are given written notice of the cancellation at least two hours prior to the scheduled meeting.

(b) Special Meetings.

(1) Special meetings may be called by filing a written request with the Committee Clerk for a special meeting signed by no fewer than 3 Members. The Committee Clerk shall notify the Chairperson and the other Members of the filing of the request.

(2) The Chairperson shall call the special meeting within 72 hours of the written request and shall specify the date, hour, place, and agenda of the meeting.

(3) If the Chairperson does not call the requested meeting, a majority of the Members may file a written notice with the Committee Clerk that a special meeting will be held, specifying the date, hour, place, and agenda for the meeting. Immediately upon the filing of the notice, the Committee staff shall notify all Members as provided for in subsection (c).

(4) Whenever a special meeting is called, the Committee staff shall notify each Councilmember in writing or by electronic mail, at least 24 hours before the special meeting. The notice shall state the date, hour, and place of the meeting. A copy of the agenda of the meeting and draft of any measures to be considered shall be circulated.

(5) No matters shall be considered at any special meeting except those stated in the written or electronically-mailed request and notification.

(6) Any written material relating to the agenda items shall be made available to the Members by the close of business of the working day prior to the meeting.

(7) Special meetings to consider emergency matters may be called upon shorter notice, if the shorter notice is agreed to by 3 Members.

(8) The Chairperson may cancel a special meeting, provided that each member of the Council is notified in writing or by electronic mail at least 12 hours prior to the scheduled meeting.

SEC. 403. ORDER OF BUSINESS FOR REGULAR MEETINGS

The Committee shall take up business in the following order, as necessary:

(a) Call to Order. The Committee shall be called to order at the time and place set pursuant section 401 of these Rules;

(b) Quorum. The Chairperson shall ascertain the presence of a quorum;

- (c) Consideration of legislation and accompanying reports;
- (d) Unfinished Business;
- (e) New Business;
- (f) Bills Referred to Committee;
- (g) Resolutions Referred to Committee; and
- (h) Special Communications to the Committee.

SEC 404. CONSENT AGENDA

The Chairperson shall prepare a consent agenda for each committee meeting that shall include bills and resolutions that the Chairperson believes will be adopted by unanimous vote. Without objection, any member of the Committee may amend a bill or resolution without removing the bill or resolution from the consent agenda, if the amendment is delivered to the Chairperson at or before the meeting for which the amendment is intended to be addressed and circulated at the Committee meeting. Any member may remove a bill or proposed resolution from the consent agenda at the Committee meeting prior to the vote on the consent agenda. Bills and resolutions removed from the consent agenda shall be considered as provided in section 403. Prior to the vote on the consent agenda, at a Committee meeting and without objection from any other member, a member may request that a measure printed on the non-consent agenda be moved to the consent agenda. Legislation remaining on the consent agenda shall be considered at the Committee meeting as provided in section 403. Approval of the consent agenda during the Committee meeting will include the unanimous approval of all matters included in the consent agenda. If a member asks for his or her vote to be recorded on a particular measure, the measure shall not be included on the consent agenda.

SEC. 405. ORDER OF BUSINESS FOR ADDITIONAL MEETINGS

The Committee shall take up business in the following order at an additional meeting:

- (1) The Committee shall be called to order at the time and place set forth in the notice of the meeting.
- (2) The Chairperson shall ascertain the presence of a quorum.
- (3) If a quorum is present, the Committee shall take up business in the order set forth in the meeting notice.

SEC. 406. QUORUM

A majority of the members constitutes a quorum for the lawful convening of any Committee meeting and for the transaction of business except that a lesser number may hold hearings. A meeting shall not begin until the Chairperson ascertains a quorum. After a quorum has been ascertained, the meeting shall proceed unless a member raises the absence of a quorum, whereupon the Chairperson shall direct the calling of the roll and shall announce the result. The proceedings shall be without debate, and until a quorum is present, no debate or motion shall be

in order except to recess for 20 minutes to find absent members. After the recess, the roll shall be called again. If a quorum is present, the meeting shall proceed; if a quorum is not present, the meeting shall be adjourned.

SEC. 407. MEETINGS OPEN TO THE PUBLIC

All meetings of the Committee at which official action is taken shall be open to the public. No resolution, rule, act, or other official action shall be effective unless taken, made, or enacted at an open meeting.

SEC. 408. EXECUTIVE SESSIONS

Upon the affirmative vote of a majority of the members present and voting at a public meeting, the Committee may conduct a meeting in an executive session to the extent permitted by section 406 of these Rules.

SEC. 409. HEARING THE MAYOR

The Mayor has the right to be heard by the Committee upon request and at reasonable times set by the Committee.

SEC. 410. RECESS

The Committee may take no official action during a recess of the Council, except as provided in section 308 of the “Rules of Organization and Procedure for the Council of the District of Columbia, Council Period 19”.

SEC. 411. RECORD OF MEETINGS

A record of all Committee meetings and of all Committee actions shall be kept and shall be available to the public from the Office of the Secretary during the normal business hours of the Council. A description of each amendment, motion, order, or other proposition on which a roll call was taken and the name of each member voting for and against such amendment, motion, order, or proposition and the names of those members present but not voting shall be made available to the public by the Office of the Secretary during the normal business hours of the Council.

SEC. 412. PROCEEDING OUT OF ORDER

The Chairperson, without objection, or upon the vote of a majority of the members present and voting, may take up any item of business out of order.

SEC. 413. PARTICIPATION BY COUNCILMEMBERS IN COMMITTEE MEETINGS

Any Councilmember who is not a member of the Committee may attend the meetings of the Committee and participate in its deliberations to the extent of discussion but may not make motions or cast votes.

SEC. 414. RECOGNITION OF NON-MEMBERS

The Chairperson may recognize members of the public or employees of the District of Columbia government where the participation of such persons would, in the judgment of the Chairperson, enhance the understanding of the matter under consideration by the Committee.

SEC. 415. NON-GERMANE AMENDMENTS.

Every amendment proposed to a motion or measure must be germane to the subject matter of the motion or measure to be amended. To be germane, the amendment shall relate to the same subject. The amendment may entirely change the effect of or be in conflict with the spirit of the original motion or measure and still be germane to the subject.

SEC. 416. FRIENDLY AMENDMENTS.

Without objection, the mover of a motion or a measure may accept a friendly amendment which, if accepted, shall be voted on simultaneously with the motion or measure. A friendly amendment to a second degree amendment shall not be considered a third degree amendment.

SEC. 417. AMENDMENT IN THE NATURE OF A SUBSTITUTE.

(a) A notice of intent to move an amendment in the nature of a substitute at a Committee meeting shall be circulated to all Members no later than 2 hours prior to the scheduled Committee meeting.

(b) Whenever an amendment in the nature of a substitute is moved, it shall reflect all substantive changes from the prior version of the legislation by using strikeouts on the language which is proposed to be deleted from the prior version and an underscore on all new language being added by the amendment in the nature of a substitute.

(c) The mover of an amendment in the nature of a substitute may have a separate amendment considered simultaneously with the amendment in the nature of a substitute.

ARTICLE V -- LEGISLATION

SEC. 501. REPORTS ON LEGISLATION

(a) Each bill or resolution shall be accompanied by a draft report when the Committee considers it unless the Committee votes to waive this requirement for a particular bill or resolution. In the event of a waiver, the Committee shall vote on the draft report at a regularly scheduled or additional meeting of the Committee before filing the report and the reported bill or resolution with the Secretary.

(b) Each adopted report on a bill or resolution shall be in writing, signed by the Chairperson, accompanied by the final bill or resolution and contain the following information regarding the reported legislation:

- (1) A statement of its purpose and effect;

- (2) A chronology of action, including the date of introduction, public hearings or roundtables, the date that the notice of hearing was published in the D.C. Register, and the date and description of any action taken at a Committee meeting;
- (3) A detailed section-by-section analysis of its provisions;
- (4) The committee reasoning;
- (5) An estimate of its fiscal impact pursuant to subsection (c) of this section;
- (6) An analysis of the impact on existing provisions of law which it would modify or affect;
- (7) Dissenting, separate, and individual views of Committee members if members requested the opportunity to state their views at the time the report was ordered. The member shall have not less than 5 calendar days (excluding Saturdays, Sundays, and legal holidays) to present the written report for inclusion in the Committee report;
- (8) Any additional information which the Committee directs to be included;
- (9) A record of the results of a voice vote or, if a roll call was taken, the votes to adopt the legislation and the motion to adopt the report;
- (10) Any recorded votes on amendments to the bill;
- (11) A list of all introducers and co-sponsors;
- (12) The date that the notice of intended action was published in the D.C. Register;
- (13) A committee print that states the bill or proposed resolution number of the measure; in the top left-hand corner of the measure the name of the committee, the date of the committee markup, and the words "committee print";
- (14) The date of the committee markup shall be the date of the report;
- (15) The committee's response to each relevant issue and concern raised in a recommendation adopted by a resolution of an affected Advisory Neighborhood Commissions, if any; and
- (16) A list of witnesses who testified at the hearing, or who submitted a statement for the record prior to the deadline established by the committee

(c) Except for emergency declaration, ceremonial, confirmation, and sense of the Council resolutions, no bill, resolution, or amendment to a bill or resolution may be enacted or approved by the Council without a Council fiscal impact statement and worksheet, if applicable, which has been reviewed and approved by the Council Budget Director or the Chief Financial Officer in the measure, committee report, presented to the Council, at the time of its consideration. The Council

fiscal impact statement shall include the estimate of the costs which will be incurred by the District as a result of the enactment of the measure in the current and each of the first 4 fiscal years for which the act or resolution is in effect, together with a statement of the basis for such estimate. The statements shall include the following:

- (1) A general statement of the effects the measure will have on the operating and capital budgets for the current and next 4 fiscal years;
- (2) A quantitative estimate of the expenditures needed to implement the measure;
- (3) An identification of the revenues and funds currently available, or likely to be available from existing revenue sources to implement the measure, if it is to be implemented within the current fiscal year;
- (4) A statement on the extent to which current appropriations are available to finance implementation of the measure, if it is to be implemented within the current fiscal year; and
- (5) An identification of the specific funding source to be recommended in the forthcoming fiscal years to implement the measure, if the cost of implementation is estimated to exceed \$100,000 in that fiscal year.

(d) Each report prepared by the Committee on a confirmation of an appointment shall include a current resume of the nominee.

(e) The Chairperson shall file a reported bill or resolution with the Office of the Secretary within 20 days, excluding Saturdays, Sundays, legal holidays, and recesses of the Council, of Committee action on the bill or resolution unless the Committee votes to reconsider the bill or resolution.

ARTICLE VI -- HEARING PROCEDURES

SEC. 601. AUTHORITY TO CALL HEARINGS

The Committee shall hold hearings, which shall be convened by the Chairperson of the Committee, or a member of the Committee authorized by the Chairperson, when required by law and may hold hearings on any matter relating to the affairs of the District that is properly within the Committee's jurisdiction.

SEC. 602. NOTICE OF HEARING

(a) Fifteen days notice by publication in the D.C. Register is required prior to the holding of legislative and investigative hearings. Less than fifteen days notice of intended hearings on bills and resolutions may be given upon good cause found and published with the notice.

(b) A hearing shall be held on all permanent bills prior to final adoption by the Council. A hearing or roundtable is not required where a hearing on the same or a similar bill was held in a prior Council Period.

(c) The Committee may recess and reconvene at a future time or place in order to complete the holding of a scheduled hearing without additional notice by publication in the D.C. Register.

SEC. 603. QUORUM

The Chairperson of the Committee, or a member of the Committee authorized by the Chairperson, shall constitute a quorum for the holding of a hearing.

SEC. 604. METHODS OF NOTICE

Where not otherwise required by these Rules or other provisions of law to be done in specific fashion, notice of hearings may be given by:

- (1) Publication in the D.C. Register;
- (2) Publication in one or more newspapers of general circulation;
- (3) Mailing notices to a mailing list of organizations and individuals established and maintained by the Committee Clerk;
- (4) Giving notice through other news media;
- (5) Posting notice in a prominent place at the John A. Wilson building and other public buildings or posting places;
- (6) By facsimile;
- (7) By electronic mail; or
- (8) In any other manner directed by the Committee.

SEC. 605. PARTICIPATION BY MEMBERS

(a) Any member of the Council may participate in hearings of the Committee, without regard to whether the member is a member of the Committee conducting the hearing.

(b) Each member has a maximum of 10 minutes to question each witness until after each member has had an opportunity to question that witness.

SEC. 606. OPEN TO PUBLIC

(a) All hearings shall be open to the public unless, upon good cause shown, a majority of the Committee approves the convening of a hearing in an executive session.

(b) Except as provided in subsection (c), all testimony taken and evidence received in an executive session shall be confidential and shall not be released to the public.

(c) Upon good cause shown and after notice as provided in this subsection, a majority of the Committee members may approve the release of testimony or evidence received in an

executive session. Ten days prior to the release of testimony or evidence under this subsection, the Committee must notify in writing the affected witness that the Committee intends to release the testimony or evidence. Prior to the expiration of the ten-day period, the affected witness may request, in writing directed to the presiding Committee member, and the Committee may consider withholding the testimony or evidence described in the notice.

(d) If a Committee, in the publication of notice of a public hearing, sets a deadline before which members of the public must contact the Committee in order to be permitted to be witnesses at the public hearing, then at such time as the public hearing is held, all members of the public who complied with the Committee's requirements shall be given an opportunity to testify.

SEC. 607. EXTENSION OF REMARKS

(a) A member with the unanimous consent of the members of the Committee who are present at the hearing may revise and extend his or her remarks made at the hearing. No member may make any extension or revision of remarks that would cause another member's comments to be taken out of context. The official transcript of a hearing shall be annotated to indicate the extension or revision of remarks.

(b) Extension of remarks must be filed with the Office of the Secretary within two days after the first transcript of the remarks has been received in the member's office. Saturdays, Sundays, and legal holidays shall not be included in computing time under this section.

SEC. 608. RECESS

A hearing may be recessed at any time by the member presiding over the hearing.

SEC. 609. QUESTIONING OF WITNESSES

(a) Witnesses may be questioned by members of the Council or Committee and, with the consent of the Chairperson or presiding member, by Committee staff or counsel advising the Council or Committee.

(b) The Chairperson or presiding member may ask any government employee testifying in a non-official capacity whether the employee has used approved annual leave to be present.

SEC. 610. DECORUM OF WITNESSES

(a) A witness may address a member only through the presiding member.

(b) Witnesses shall confine their remarks to the question under discussion and shall avoid making negative personal comments.

(c) The presiding member shall maintain order in the hearing and, after issuing a warning, may order the removal of any disorderly member of the public.

SEC. 611. RIGHT TO COUNSEL

Any witness who appears before the Committee has the right to be represented by counsel.

SEC. 612. RIGHT TO MAKE OPENING STATEMENT

Any witness testifying at a hearing of the Committee may submit an opening statement that shall be placed in the record of the hearing. The presiding member may permit the witness to read his or her statement at the hearing.

ARTICLE VII-- INVESTIGATIONS AND SUBPOENAS

SEC. 701. RESOLUTION AUTHORIZING THE USE OF SUBPOENAS IN AN INVESTIGATION

(a) In order to use subpoenas to obtain testimony or documents, the Committee must adopt a resolution of the Committee authorizing an investigation subject to the limits of section 401. This resolution must be filed in the Office of the Secretary.

(b) A resolution authorizing investigations under this section must delineate the purpose of the investigation and the subject matter to be investigated to afford witnesses adequate notice of the scope of the inquiry.

SEC. 702. NOTICE OF INVESTIGATION

Pursuant to section 422 of the Rules of Organization and Procedure for the Council of the District of Columbia, Council Period 19, the Committee Clerk shall require the Secretary to publish a notice of each investigation authorized under section 601 of the Rules of Organization and Procedure for the Council of the District of Columbia, Council Period 19, in the D.C. Register which shall include a copy or description of the resolution authorizing the investigation and the date it was filed in the Office of the Secretary.

SEC. 703. REPORT OF INVESTIGATION

(a) Within 90 days of concluding an investigation, under this article, the Committee shall submit to the Council the results of its investigation unless the Council, by majority vote of the members present and voting, extends this time limit.

(b) The Committee, by a majority of the members present and voting, may vote not to release all or part of its report.

SEC. 704. TESTIMONY UNDER OATH

A witness may be affirmed or sworn to give truthful testimony.

SEC. 705. ISSUING THE OATH

Any person authorized by law may issue an oath or affirmation to a witness.

SEC. 706. DEPOSITIONS

The Council or Committee may authorize a member, Committee staff, or counsel advising the Committee to take the testimony of witnesses by oral or written depositions.

SEC. 707. ISSUANCE OF SUBPOENAS

The Committee may subpoena the attendance and testimony of witnesses and the production of documents and other tangible items at meetings, hearings, or depositions in connection with an investigation. Subpoenas shall be issued in the form set forth in the Appendix of the Rules of Organization and Procedure for the Council of the District of Columbia, Council Period 19.

SEC. 708. REPORT TO SECRETARY REGARDING USE OF SUBPOENA

Prior to issuing a subpoena, the Committee shall submit a report to the Secretary to the Council outlining the nature and scope of the investigation and the type of information sought through the use of the subpoena.

SEC. 709. SERVICE OF SUBPOENAS

(a) Except as provided in subsection (b) of this section, subpoenas shall be served personally on the witness or his or her designated agent in one of the following ways, which may be attempted concurrently or successively:

- (1) By a special process server, at least eighteen years of age, designated by the Committee from among the staff appointed by the Secretary to the Council who are not directly involved in the investigation; or
- (2) By a special process server, at least 18 years of age, engaged by the Committee or the Council for this purpose.

(b) If, after a reasonable attempt, personal service on a witness or his or her designated agent cannot be obtained, a special process server identified in paragraphs (a) (1) or (2) of this section may serve a subpoena by registered or certified mail not less than eight business days prior to the return date.

SEC. 710. ENFORCEMENT OF SUBPOENAS

The Committee may refer to the Council any case of contumacy by any person subpoenaed to appear before the Committee.

SEC. 711. RIGHT TO ASSERT PRIVILEGES

(a) Any witness has the right to refuse to answer any question which might tend to incriminate him or her by claiming his or her Fifth Amendment privilege against self-incrimination, other Constitutional privileges, or statutory or common law privileges recognized in the Superior Court of the District of Columbia.

(b) If a witness asserts a privilege, the presiding member shall inquire into the witness's reasons for claiming the privilege. If the presiding member determines that the claim of privilege is not warranted, he or she shall direct the witness to answer the question. A witness's continued claim of privilege in the face of an order by the presiding member to answer a specific question constitutes contumacy by the witness.

SEC. 712. NOTIFICATION OF RIGHTS

Where a witness under subpoena is not represented by counsel, the presiding member shall advise the witness of his or her privilege against self-incrimination.

SEC. 713. RIGHT TO TRANSCRIPT

A witness under subpoena is entitled to receive, at the cost of producing it, a written transcript or a transcription of his or her testimony in connection with an investigation.

SEC. 714. RIGHTS OF PERSONS WHO ARE SUBJECTS OF INVESTIGATIONS

Any person who is the subject of an investigation authorized under section 601 of the Rules Resolution for Council Period 19 may submit written questions for the cross-examination of other witnesses at public hearings called by the Committee. With the consent of the members present and voting, those questions may be put to the witness by any member, by any authorized staff member, or by counsel advising the Council or a Committee.

SEC. 715. RIGHTS OF PERSONS IDENTIFIED IN INVESTIGATIONS

Any person who is named or specifically identified in connection with an investigation and who believes that the testimony or other evidence or comment by a member of the Council or a Committee or its staff does not comport with the truth may file a sworn statement of facts relevant to the testimony or other evidence or comment of which there is a complaint.

ARTICLE VIII-- MISCELLANEOUS PROVISIONS

SEC. 801. PARLIAMENTARY AUTHORITY

Matters not covered by these Rules or the Rules Resolution for Council Period 19 will be governed by Robert's Rules of Order, Newly Revised. It is the duty of the Chairperson to interpret these rules. Matters not covered by Robert's Rules of Order, Newly Revised, will be determined by the Chairperson subject to the right of any member to appeal the ruling of the Chairperson.

SEC. 802. GENDER RULE OF CONSTRUCTION

Unless the context indicates otherwise, words importing one gender include the other gender.

SEC. 803. SUSPENSION OF RULES

Except for rules regarding notice, quorum, or amendment of these Rules and any requirement of the Charter or any other law, any rule governing procedures of the Committee may be suspended during the consideration of a specified matter by motion to suspend the rules approved by 2/3 of the members present and voting.

SEC. 804. AMENDMENT OF RULES

The Rules may be amended by a vote of a majority of the Committee at any Committee meeting. Notice of the proposed amendment shall be in writing, signed by the proponent and circulated to each Committee member at least 15 days prior to the meeting at which the proposed amendment is to be considered, unless the notice is waived by a majority of the Committee.

SEC. 805. FILING WITH THE COUNCIL

Upon the adoption of these rules or any future amendments, the Committee staff shall file a copy of the final rules or amendments with the Secretary to the Council.

SEC. 806. RULES OF THE COUNCIL

The Rules of the Council are the rules of the Committee as far as applicable and, wherever any inconsistency between the Committee rules and the Rules of the Council arises, the Rules of the Council shall govern: 101 (Definitions); 202 (Code of Official Conduct); 203 (Conflict of Interest); 304 (Quorum); 305 (Meetings Open to the Public); 306 (Executive Meetings); 307 (Hearing the Mayor); 321 (Decorum of Members); 322 (Decorum of Members of the Public); 331 (Obtaining the Floor); 332 (Limitations on Debate); 333 (Personal Privilege); 334 (Points of Order); 335 (Appeal); 336 (Extension of Remarks); 341 (Motions Recognized During Debate); 342 (Withdrawal or Modification of Motions); 343 (Amendments to be Written); 351 (Form of Vote); 352 (Voice Votes); 353 (Demand for Roll Call Vote); 356 (Proxy Voting Prohibited); 357 (Reconsideration); 425 (Methods of Notice); 448 (Records of Legislative Meetings); 450 (Effect of End of Council Period); 1001 (Parliamentary Authority); 1002 (Gender Rule of Construction); and 1003 (Suspension of Rules).

When these rules are used as Committee rules, and unless the context dictates a different meaning, the term “Council” means “Committee”, the term “member” or “member of the Council” means “member of the Committee”, the term “Chairman” means “Chairperson of the Committee”, and the term “Secretary” means “Clerk or other staff of the committee”.

SEC. 807. EFFECTIVE PERIOD

These Rules will be effective until superseded by Rules of Organization and Procedure for the Committee on Human Services of the Council of the District of Columbia adopted in a succeeding Council Period.