

LEGISLATION 101 - OUTLINE:

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 - Bills & Bill Titles
 - The Budget Bill
 - Other Appropriations Bills
 - Governor “Item Vetos”

- 2) **LEGISLATIVE PROCESS:**
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 - Legislative Committees: Types
 - Legislative Committees: Process
 - Legislative Publications

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Ch. 1 BASICS:

- **Biennial Session**
- **Bills & Bill Titles**
- **The Budget Bill**
- **Other Appropriations Bills**
- **Governor “Item Vetos”**

[BASICS: BIENNIAL SESSION]

- **Legislature is a biennial body**
- **Legislators have two-year terms**
- **Legislation is on a two-year cycle**
- **Jan. 31: Year 2 (2nd year of the biennium). House Of Origin (HOO: Year 1) bills, have a State Constitutional Deadline to have left HOO or else they are considered dead**
- **Nov. 15: Year 2. Drop dead deadline to present bills to Governor**
- **Nov. 30: Year 2. Adjournment *sine die* at midnight**
- **LACDP Spreadsheet: (HOO: Year 1 or HOO: Year 2)**
CA Legislature Website: (Rule 61) - denotes J.R. deadline

[BASICS: BILLS & BILL TITLES]

- **Proposes a new law or amends or repeals the existing law.**
- **One subject per act, must be in title**
- **Becomes statute when signed by Governor & chaptered by the Secretary Of State**

[BASICS: THE BUDGET BILL]

- **Jan. 10: Governor’s Budget Deadline**
- **Jun. 15: Budget Bill must be passed by midnight**
- **No other appropriation bill allowed, until Budget Bill passed**

[BASICS: OTHER APPROPRIATIONS BILLS]

- Only one item of appropriation per bill, expressed for a certain purpose
- 2/3 vote required General Fund appropriations (except for public schools)
- Introduced for 30 days before heard or acted upon

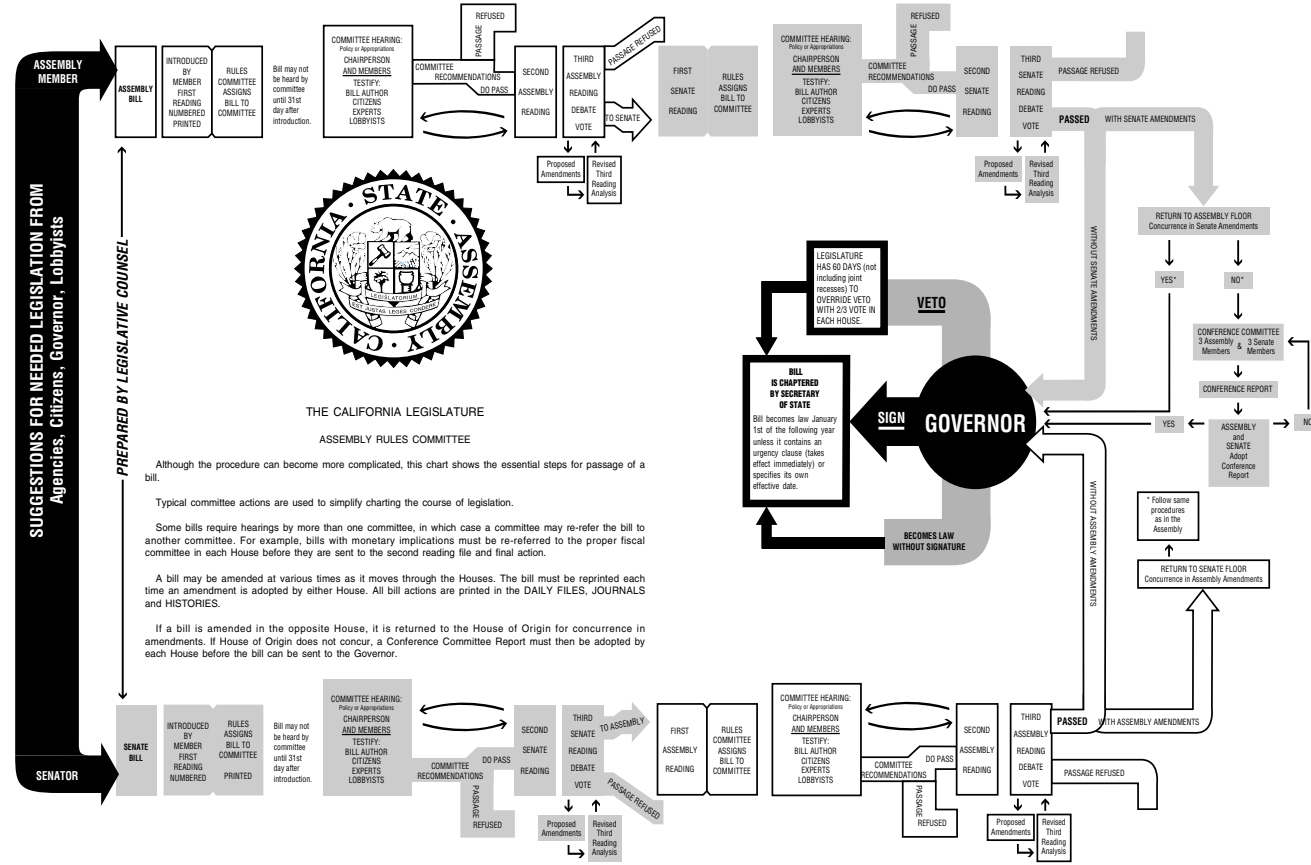
[BASICS: GOVERNOR “ITEM VETOS”]

- Governor may approve or veto one or more appropriation items in any bill
- Budget Bill (contains several appropriation items, unlike other bills)
- Item Vetos, may be overridden in the same manner as bills vetoed
- Governor may not change a proposed law by striking parts of a bill

Ch. 2 LEGISLATIVE PROCESS:

- The Lifecycle Of Legislation
- Ideas For A Bill
- Introduction / First Reading
- Committee Hearings: General
- Committee Hearings: Process
- Second Reading / Engrossment Of Bills
- Third Reading
- Floor Sessions / Floor Statutes
- Passage Of Bills
- Governor
- Secretary Of State

THE LIFE CYCLE OF LEGISLATION —From Idea into Law



[LEGISLATIVE PROCESS: IDEAS FOR A BILL]

- Anyone can sponsor a bill, need a Legislator to author and carry it
- Legislative Counsel formats idea into a bill (legal language, codes, etc.)
- Only one subject per bill, must also be in bill title
- Two-Year Session Bill Limit:
State Senator (50 bills), Assembly Member (40 bills, w/limit of 5 Resolution introductions)
- Subject to Joint Rules of the Senate & the Assembly
- Feb. 19: Deadline for introduction of bills in 2021
- After deadline: only committee bills, constitutional amendments, resolutions, bills from the Speaker of the Assembly, bills from Senate Rules can be introduced

[LEGISLATIVE PROCESS: INTRODUCTION / FIRST READING]

- First Bills: Initial roll call, Members introduce one bill
- Additional Bills: Members introduce other bills (including constitutional amendments and all resolutions)
- First Reading: includes assigning bill number, reading the author and title
- Introduced for 30 days before heard or acted upon
- After introduction, go to Rules Committee for assignment

[LEGISLATIVE PROCESS: COMMITTEE HEARINGS: GENERAL]

- Rules Refers to a Policy Committee
- Policy Committee: First Hearing
- Fiscal Committee: Second Hearing
Assembly (Appropriations or Budget Committees)
Senate (Appropriations or Budget & Fiscal Review Committees)

[LEGISLATIVE PROCESS: COMMITTEE HEARINGS: PROCESS]

- Introduced for 30 days before heard or acted upon
- Calendar of Bills: 4 days Daily File (1st committee hearing), 2 days (subsequent hearings)
- Bill may be “set for hearing” only 3x per committee
- Standing Committees: can only submit, recommend or propose amendments
- Committee Amendments: generally seen as correcting an error, rarely opposed, must be adopted by the house on second reading to become part of bill

[LEGISLATIVE PROCESS: SECOND READING / ENGROSSMENT OF BILLS]

- Bills Reported Out Of Committee, go to Second Reading File, next legislative day
- Without Amendments: Read Second Time, Returned to Third Reading File
- With Amendments: Reprinted and Re-engrossed (Assembly: Returns to the Second Reading File / Senate: Placed in the Third Reading File for passage the next day)

[LEGISLATIVE PROCESS: THIRD READING]

- Next step in the progress of the bill
- If amended, returned again for a third reading (Assembly: must wait one calendar day / Senate: returned to second reading and must wait until following day)
- Final Vote (after waiting period) to pass House Of Origin (HOO)
(Assembly: 41 majority, 54 2/3 vote / Senate: 21 majority, 27 2/3 vote)
- Bill begins same process in Second House

[LEGISLATIVE PROCESS: FLOOR SESSIONS]

- Floor Sessions are held Mon. & Thurs. & follows the Daily File
- Bill Out of Policy or Fiscal Committee: Sent to Second Reading File
- Second Reading File: Sent to Consent Calendar or to Third Reading File, no floor debate
- Third Reading File:
- Daily Files: printed each day for each house, officer goes through bills on the file, prioritized by Floor Status

[LEGISLATIVE PROCESS: FLOOR STATUSES] Floor Statuses (in order of priority):

-Unfinished Business -- bills coming back to the floor for another hearing.

-Concurrence

-Conference Reports

-Reconsideration Measures

-Veto and Item Vetoes

-Second Reading File

-Third Reading File

-First and Second Day Consent Calendar

-Inactive File

-Governor's Appointments (Senate Only)

-Actions on the floor also include Motions and Resolutions that are used to grant rule waivers or to introduce guests on the floor.

[LEGISLATIVE PROCESS: PASSAGE OF BILLS]

- Consent Calendar: No Revenue Measures, Unanimous Vote, No Opposition In Committee

- Reconsideration Of Bills

- Concurrence In Amendments Of The Other House

- Conference Committees

- Enrollment Of Bills

[LEGISLATIVE PROCESS: GOVERNOR]

- Governor has 12 days to take action on a bill (30 days, if on or after Aug. 20 of Year 2)
- Sign The Bill: The Bill Becomes Law
- Does Not Sign The Bill: Automatically Becomes Law Without Signature
- Veto or Item Veto (portions of) The Bill
- Override Veto: Legislature has 60 Days to act upon Veto, 2/3 Vote Both Houses Required
- Law goes into effect: Jan. 1 of the next year, unless urgency measure (which is immediate)
- Adjournment: Nov. 30 of Year 2

[LEGISLATIVE PROCESS: SECRETARY OF STATE]

- After Governor approves bill, signs, dates and deposits to Secretary of State
- Secretary Of State, numbers and chapters the new law.

Ch. 3 TRACKING BILLS:

- Types Of Bills
- What To Look At On A Bill
- Legislative Committees: Types
- Legislative Committees: Process
- Legislative Publications

[TRACKING BILLS: TYPES OF BILLS]

- Assembly Bills / Senate Bills (ABs and SBs)
- Constitutional Amendments (ACAs and SCAs)
- Resolutions - (3) Types:
 - Joint Resolutions (AJRs and SJRs)
 - Concurrent Resolutions (ACRs and SCR)s
 - {the Joint Rules (J.R.) of the CA Legislature, ususally SCR 1 are an example of this}
 - Simple Resolutions (HRs and SRs)

[TRACKING BILLS: WHAT TO LOOK AT ON A BILL]

- **[TEXT TAB]: Text Of The Bill, Authors and Co-Authors, Introduction Date, Section Codes, Legislative Counsel's Digest**
- **[VOTES TAB]**
- **[HISTORY TAB]**
- **[BILL ANALYSIS TAB]**
- **[TODAY'S LAW AS AMENDED TAB]**
- **[COMPARE VERSIONS TAB]**
- **[STATUS TAB]**

[TRACKING BILLS: LEGISLATIVE COMMITTEES: TYPES]

- **Legislature operates on a Committee Basis**
- **Types of Committees: Standing Policy & Fiscal Committees**
- **Subcommittees**
- **Select & Special Committees**
- **Conference Committees**
- **The Rules Committee**

[TRACKING BILLS: LEGISLATIVE COMMITTEES: PROCESS]

- **Quorum**
- **Committee Agenda**
- **Committee Analysis**
- **Author's Summary & Testimony**
- **Amendments**
- **Committee Actions**

[TRACKING BILLS: LEGISLATIVE PUBLICATIONS]
- [PUBLICATIONS TAB] - On Legislature's Website

Daily File: Assembly / Senate

Legislative Index

Table Of Sections Affected

Statutory Record

New Laws Report

Daily Journal: Assembly / Senate

Legislative Histories: Assembly / Senate

Rules Of The Legislature: Assembly / Senate / Joint

Glossary Of Terms

Ch. 4: KEY WEBSITES

KEY LEGISLATIVE WEBSITES
{Refer to Page 11 of handout}

Ch. 5: LEGISLATIVE CALENDAR

[2021 IMPORTANT DATES: ASSEMBLY / SENATE]
{Refer to Pages 12-13 of handout}

KEY LEGISLATIVE WEBSITES:

- LEGISLATION WEBPAGES:

State Of California: <http://leginfo.legislature.ca.gov/>

Federal Government: <https://www.congress.gov/>

- FIND MY DISTRICT WEBPAGE:

<http://findyourrep.legislature.ca.gov/>

- MEMBER DIRECTORIES WEBPAGES:

California Assembly: <http://assembly.ca.gov/assemblymembers>

California Senate: <http://senate.ca.gov/senators>

- LEGISLATIVE COMMITTEE DIRECTORIES WEBPAGES:

California Assembly: <http://assembly.ca.gov/committees>

California Senate: <http://senate.ca.gov/committees>

- LEGISLATIVE CALENDAR WEBPAGES:

California Assembly: <http://assembly.ca.gov/legislativedeadlines>

California Senate: <http://senate.ca.gov/legdeadlines>

- DAILY FILE WEBPAGES:

Chief Clerk Of The Assembly: <http://clerk.assembly.ca.gov/daily-file>

Secretary Of The Senate: <http://senate.ca.gov/dailyfile>

- WEEKLY HISTORY WEBPAGES:

Chief Clerk Of The Assembly: <http://clerk.assembly.ca.gov/weekly-histories>

Secretary Of The Senate: <http://senate.ca.gov/content/senate-histories>

- DAILY JOURNAL WEBPAGES:

Chief Clerk Of The Assembly: <http://clerk.assembly.ca.gov/daily-journals>

Secretary Of The Senate: <http://senate.ca.gov/dailyjournals>

- LEGISLATIVE GLOSSARY:

California Legislature: <http://www.legislature.ca.gov/quicklinks/glossary.html>

LEGISLATIVE CALENDAR: 2021 IMPORTANT ASSEMBLY / SENATE DATES

Jan. 1: Statutes take effect (Art. IV, Sec.8(c)).

Jan. 10: Budget must be submitted by Governor (Art. IV, Sec.12(a)).

Jan. 11: **Legislature Reconvenes** (J.R. 51(a)(1)).

Jan. 22: Last day to submit **bill requests** to the Office of Legislative Counsel.

Feb. 19: Last day for bills to be **introduced** (J.R. 61(a)(1), J.R. 54(a)).

Mar. 25: **Spring Recess** begins upon adjournment of this day's session. (J.R. 51(a)(2)).

Apr. 5: **Legislature Reconvenes** from Spring Recess (J.R. 51(a)(2)).

Apr. 30: Last day for **policy committees** to hear and report to fiscal committees **fiscal bills** introduced in their house (J.R. 61(a)(2)).

May 7: Last day for **policy committees** to hear and report to the Floor **non-fiscal** bills introduced in their house (J.R. 61(a)(3)).

May 14: Last day for **policy committees** to meet prior to June 7 (J.R. 61(a)(4)).

May 21: Last day for **fiscal committees** to hear and report to the **Floor** bills introduced in their house (J.R. 61(a)(5)). Last day for **fiscal committees** to meet prior to June 7 (J.R. 61(a)(6)).

Jun 1-Jun. 4: **Floor Session Only.** No committee, other than Conference or Rules, may meet for any purpose (J.R. 61(a)(7)).

Jun. 4: Last day for bills to be **passed out of the house of origin** (J.R. 61(a)(8)).

Jun. 7: Committee meetings may resume (J.R. 61(a)(9)).

Jun. 15: **Budget Bill** must be passed by **midnight** (Art. IV, Sec. 12(c)(3)).

Jul. 14: Last day for **policy committees** to meet and report bills (J.R. 61(a)(10)).

Jul. 16: **Summer Recess** begins upon adjournment of this day's session, provided Budget Bill has been passed (J.R. 51(a)(3)).

Aug. 16: **Legislature reconvenes** from **Summer Recess** (J.R. 51(a)(3)).

Aug. 27: Last day for **fiscal committees** to meet and report bills to the Floor (J.R. 61(a)(11)).

Aug. 30- Sep. 10: **Floor Session only.** No committees, other than conference committees and Rules Committee, may meet for any purpose (J.R. 61(a)(12)).

Sep. 3: Last day to **amend** bills on the Floor (J.R. 61(a)(13)).

Sep. 10: Last day for **each house to pass bills** (J.R. 61(a)(14)). **Interim Study Recess** begins at end of this day's session (J.R. 51(a)(4)).

Oct. 10: Last day for Governor to sign or veto bills passed by the Legislature on or before Sep. 10 and in the Governor's possession after Sept. 10 (Art. IV, Sec. 10(b)(1)).

[2022]

Jan. 1: Bills enacted on or before this date take effect Jan. 1, 2022 (Art. IV, Sec. 8(c)).

Jan. 3: **Legislature reconvenes** (J.R. 51 (a)(4)).