Policy in Action

Legislative Support

September 2013
The purpose of this information is to help those of you in the field better understand the legislative process by providing slides that will detail the basic information you will need in order for you to become more familiar with the process. This includes information such as:

– The bill process
– How to search and find information about legislative bills at both the State and Federal levels
– How to find specific legislative information (i.e.: important legislative dates)
The first question that needs to be asked when discussing Legislation is: What is the California legislative Process?

- Simply put the answer is:

1. Idea
2. Author
3. Print 1st Reading/Introduction
4. Committee Hearings
5. Second Reading
6. Third Reading/Floor Vote
7. Repeat Same Process in the Second House
8. Concurrence or resolution of difference between the two houses
9. To the Governor
10. Chaptered by the Secretary of State
California Legislative Process In-depth

• **Idea** - All legislation begins as an idea or concept. Ideas and concepts can come from a variety of sources. The process begins when a Senator or Assembly Member decides to author a bill.

• **The Author** - A Legislator sends the idea for the bill to the Legislative Counsel where it is drafted into the actual bill. The draft of the bill is returned to the Legislator for introduction. If the author is a Senator, the bill is introduced in the Senate. If the author is an Assembly Member, the bill is introduced in the Assembly.

• **First Reading/Introduction** - A bill is introduced or read the first time when the bill number, the name of the author, and the descriptive title of the bill is read on the floor of the house. The bill is then sent to the Office of State Printing. No bill may be acted upon until 30 days has passed from the date of its introduction.
• **Committee Hearings** - The bill then goes to the Rules Committee of the house of origin where it is assigned to the appropriate policy committee for its first hearing. Bills are assigned to policy committees according to subject area of the bill. For example, a Senate bill dealing with health care facilities would first be assigned to the Senate Health and Human Services Committee for policy review. Bills that require the expenditure of funds must also be heard in the fiscal committees: Senate Appropriations or Assembly Appropriations. Each house has a number of policy committees and a fiscal committee. Each committee is made up of a specified number of Senators or Assembly Members.

• **During the Hearing** - The author presents the bill to the committee and testimony can be heard in support of or opposition to the bill. The committee then votes by passing the bill, passing the bill as amended, or defeating the bill. Bills can be amended several times. Letters of support or opposition are important and should be mailed to the author and committee members before the bill is scheduled to be heard in committee. It takes a majority vote of the full committee membership for a bill to be passed by the committee.

• **Each House** - Maintains a schedule of legislative committee hearings. Prior to a bill's hearing, a bill analysis is prepared that explains current law, what the bill is intended to do, and some background information. Typically the analysis also lists organizations that support or oppose the bill.
Second and Third Reading - Bills passed by committees are read a second time on the floor in the house of origin and then assigned to third reading. Bill analyses are also prepared prior to third reading. When a bill is read the third time it is explained by the author, discussed by the Members and voted on by a roll call vote. Bills that require an appropriation or that take effect immediately, generally require 27 votes in the Senate and 54 votes in the Assembly to be passed. Other bills generally require 21 votes in the Senate and 41 votes in the Assembly. If a bill is defeated, the Member may seek reconsideration and another vote.

Repeat Process in other House - Once the bill has been approved by the house of origin it proceeds to the other house where the procedure is repeated.

Resolution of Differences - If a bill is amended in the second house, it must go back to the house of origin for concurrence, which is agreement on the amendments. If agreement cannot be reached, the bill is referred to a two house conference committee to resolve differences. Three members of the committee are from the Senate and three are from the Assembly. If a compromise is reached, the bill is returned to both houses for a vote.

Governor - If both houses approve a bill, it then goes to the Governor. The Governor has three choices. The Governor can sign the bill into law, allow it to become law without his or her signature, or veto it. A governor's veto can be overridden by a two thirds vote in both houses. Most bills go into effect on the first day of January of the next year. Urgency measures take effect immediately after they are signed or allowed to become law without signature.

California Law - Bills that are passed by the Legislature and approved by the Governor are assigned a chapter number by the Secretary of State. These Chaptered Bills (also referred to as Statutes of the year they were enacted) then become part of the California Codes. The California Codes are a comprehensive collection of laws grouped by subject matter.
• Action by the Governor Cont. –
  – Deadlines for Action – The Constitution goes on to specify how much time the Governor has to act on (sign or veto) a bill sent to him/her. If the Governor does not act within that time, the bill becomes law without signature. Generally, the Governor’s deadlines are as follows:
  • In the first year of the session: If the bill is delivered to the Governor before the interim recess: 12 days to act. If the bill is delivered after the beginning of recess: 30 days to act.
  • In the second year of the session: If the bill is delivered before adjournment: 12 days to act. If the bill is delivered on or after September 1: until September 30 to act.
THE LIFE CYCLE OF LEGISLATION
From Idea into Law

Although the procedure can become complicated, this chart shows the essential steps for passage of a bill.

Typical committee actions are used to simplify charting the course of legislation.

Some bills require hearings by more than one committee, in which case a committee may re-refer the bill to another committee. For example, bills with monetary implications must be re-referred to the proper fiscal committee in each house before they are sent to the second reading file and final action.

A bill may be amended at various times as it moves through the houses. The bill must be reprinted each time an amendment is adopted by either house. All bill actions are printed in the DAILY FILE, JOURNALS, and HISTORIES.

If a bill is amended in the opposite house, it is returned to the House of Origin for concurrence in amendments. If House of Origin does not concur, a Conference Committee Report must then be adopted by each house before the bill can be sent to the Governor.

LEGISLATURE VOTES AND VETOES MAY ALSO OCCUR DURING THIS TIME AND MUST BE CONSIDERED BY THE HOUSES IN CONSIDERING THE BILL.
Federal Legislative Process

• It is also important to understand the Federal Legislative Process. To understand the process a graph is provided in the next slide; however, if you wish for a more detailed explanation one can be found at:

House

Bill is introduced and assigned to a committee, which refers to the appropriate Committee

Subcommittee
Subcommittee holds hearings and “marks up” the bill. If the bill is approved in some form, it goes to the full committee Committee
Full committee considers the bill. If the bill is approved in some form, it is “reported” to the full House and placed on the House calendar

Rules Committee
Rules Committee issues a rule to govern debate on the floor and sends it to the full House.
Full House
Full House debates the bill and may amend it. If the bill passes and it is in a form different from the Senate version, it must go to a conference committee

Conference Committee
Conference Committee of senators and representatives meet to reconcile differences between bills. When an agreement is reached, a compromise bill is sent back to both the House and the Senate.

President
President signs or vetoes the bill. Congress can override a veto by two-thirds majority vote in both the House and Senate.

Senate

Bill is introduced and assigned to a committee, which refers it to the appropriate subcommittee

Subcommittee
Subcommittee holds hearings, debates provisions, and “marks up” the bill. If the bill is approved, it goes to the full committee Committee
Full committee considers the bill. If the bill is approved in some form, it is “reported” to the full Senate and placed on the Senate calendar.

Leadership
Majority and minority leaders by “unanimous consent” agreements schedule full Senate debate and vote on bill.
Full Senate
Full Senate debates the bill and may amend it. If the bill passes and is in a form different from the House version, it must go to a conference committee.

LAW
When dealing with the California Legislature it is important to understand that every year there is a legislative calendar that specifically details dates that relate to when certain actions by the Legislature and the Governor need to be taken. All these dates are important to know when tracking legislation. Example of important dates include:

- Last day for new bills to be introduced
- Last day for policy committees to hear legislation introduced in the house of origin
- Last day for fiscal committees to meet
- Last day of floor session
• A more in-depth example is contained in the next three slides which provides the 2013 California State Legislature Calendar.

• January Deadlines
  – Jan. 1 Statutes take effect (Art. IV, Sec. 8(c)).
  – Jan. 7 Legislature reconvenes (J.R. 51(a)(1)).
  – Jan. 10 Budget Bill must be submitted by Governor (Art. IV, Sec. 12(a)).
  – Jan. 21 Martin Luther King, Jr. Day observed.
  – Jan. 25 Last day to submit bill requests to the Office of Legislative Counsel.

• February Deadlines
  – Feb. 18 Presidents’ Day observed.
  – Feb. 22 Last day for bills to be introduced (J.R. 61(a)(1), J.R. 54(a)).

• March Deadlines
  – Mar. 21 Spring Recess begins upon adjournment (J.R. 51(a)(2)).
  – Mar. 29 Cesar Chavez Day observed.

• April Deadlines
  – Apr. 1 Legislature reconvenes from Spring Recess (J.R. 51(a)(2)).
• May Deadlines
  – May 3 Last day for policy committees to hear and report to Fiscal Committees fiscal bills introduced in their house (J.R. 61(a)(2)).
  – May 10 Last day for policy committees to hear and report to the floor nonfiscal bills introduced in their house (J.R. 61(a)(3)).
  – May 17 Last day for policy committees to meet prior to June 3 (J.R. 61(a)(4)).
  – May 24 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 3 (J.R. 61(a)(6)).
  – May 27 Memorial Day observed.
  – May 28-31 Floor session only. No committee may meet for any purpose (J.R. 61(a)(7)).
  – May 31 Last day for each house to pass bills introduced in that house (J.R. 61(a)(8)).

• June Deadlines
  – June 3 Committee meetings may resume (J.R. 61(a)(9)).
  – June 15 Budget must be passed by midnight (Art. IV, Sec. 12(c)(3)).

• July Deadlines
  – July 3 Summer Recess begins upon adjournment, provided Budget Bill has been passed (J.R. 51(a)(3)).
  – July 4 Independence Day observed.
2013 CA Legislative Calendar Cont.

• **August Deadlines**
  – **Aug. 5** Legislature reconvenes from Summer Recess (J.R. 51(a)(3)).
  – **Aug. 16** Last day for **policy committees** to meet and report bills (J.R. 61(a)(10)).
  – **Aug. 30** Last day for **fiscal committees** to meet and report bills (J.R. 61(a)(11)).

• **September Deadlines**
  – **Sept. 2** Labor Day observed.
  – **Sept. 3-13 Floor Session only.** No committees, other than conference committees and Rules Committee, may meet for any purpose (J.R. 61(a)(12)).
  – **Sept. 6** Last day to **amend** bills on the floor (J.R. 61(a)(13)).
  – **Sept. 13** Last day for each house to pass bills (J.R. 61(a)(14)). **Interim Recess** begins upon adjournment (J.R. 51(a)(4)).

• **IMPORTANT DATES OCCURRING DURING INTERIM RECESS**
  • **2013** - Oct. 13 Last day for Governor to sign or veto bills passed by the Legislature on or before Sept. 13 and in the Governor’s possession after Sept. 13 (Art. IV, Sec. 10(b)(1)).
  • **2014** - Jan. 1 Statutes take effect (Art. IV, Sec. 8(c)). Jan. 6 Legislature reconvenes (J.R. 51(a)(4)).
Access to Important Information

• The next thing to know is where to find bill information and other important information about the legislature which includes:
  – Where to find and search for specific bills
  – Specific information about committees
    • Such as: who serves on the committees and when the committee meets.
  – The Legislative calendar
  – Finding specific legislators and their districts
  – The daily file
    • The daily file provides information such as: which committee is meeting that day and what bills are going to be heard in committee.

• All this information can be found at the various government web-sites.
Need to Know Web-Sites

• Important Government Web-sites are:
  – California Assembly [http://assembly.ca.gov/](http://assembly.ca.gov/)
  – California Senate [http://senate.ca.gov/](http://senate.ca.gov/)
Welcome to the California State Senate

Wednesday, September 25, 2013
No Floor Sessions Scheduled Today
Today’s Hearings
No Committee Hearings Scheduled Today

Quick Links
- Search Bill Information
- Search California Law
- Senate Office of Research Reports
- Senate Office of Oversight and Outcomes Reports

Current membership:
27 Democrats
12 Republicans
1 Vacancy

Each Senator represents 931,349 Californians.
Steinberg, Leno Announce Constitutional Amendment to Protect CA Public Records Act

Senate President pro Tempore Darrell Steinberg and Senator Mark Leno, Chair of the Senate Budget and Fiscal Review Committee, introduced a Constitutional Amendment, which will require permanent restoration of all California Public Records Act mandates in the state budget, and require that all local government entities pay for those services of providing public access to local...
Amending the Constitution 100 Years of Direct Election

Constitution Day is September 17.

The framers of the Constitution anticipated that future generations of Americans would need to change the U.S. Constitution. Article V provides two options for making amendments—through congressional action or by state constitutional conventions. While the Constitution has only been amended 27 times, more than 11,000 such measures have been introduced since 1789.

When the framers convened in Philadelphia in 1787, they struggled over the question of who should elect United States senators. They considered several options, including selection by the House of Representatives and direct election by the people. Ultimately they decided on a method of election that had been utilized in selecting delegates to attend the Convention itself—election by the state legislatures.

In the early years of the nation, this system of indirect election of senators seemed to work well. After several decades, however, growing partisanship in some state legislatures resulted in contentious deadlocks that left Senate seats vacant. The impetus for reform began as early as 1826, when direct election of senators was first proposed, but it was not until the latter half of the 19th century that the system of indirect election came under constant
How to Search for Legislation at the State Level

To find specific legislation click on the link “Find Legislation”

Here you can do a search by bill number or by a keyword search
Example of a Search by Bill Number

Click on the link to search for a specific Bill Number. In this example, the bill number is "AB 1285." After entering the bill number, click on the search button to view the results.
Search By Keyword

Bill Information > Bill Search

Bill Search

Bill Number:  
House:  Both  
Statute Year:  

Session Year:  2013 - 2014  
Author:  All  
Chapter Number:  

Keyword(s):  community colleges  
For a phrase: "Surround it with Quotes"

Quick Search:  
Bill Keyword:  community colleges  
go

Search Results:  
Bills Returned: 871  
Bills Displayed: 1 - 10  
Page 1 of 88 pages

AB-586  Author: fox  
...An act to amend Section 66700 of the Education Code, relating to community colleges. Community...

AB-713  Author: mansoor  
...An act to add Section 78015.5 to the Education Code, relating to community colleges, and making...

SB-490  Author: Jackson  
...Community Colleges and the California State University as 2 of the 3 segments of public postsecondary...

AB-1358  Author: fong  
...An act to amend Section 76060.5 of the Education Code, relating to community colleges. Student body...

AB-1199  Author: fong  
...An act to add Section 84750.9 to the Education Code, relating to community colleges, and declaring...

AB-575  Author: fong  
...An act to amend Section 87605 of the Education Code, relating to community colleges. Community...

AB-388  Author: chestrub  
...An act to amend Section 78211.5 of the Education Code, relating to community colleges. Community...

AB-283  Author: bloom  
...An act to add Section 84751.3 to the Education Code, relating to community colleges, and making...

SB-379  Author: hancock  
...effective collaborative effort between local school districts and community colleges. This bill would...
The Cal Channel offers the ability to watch hearings live by clicking on “Live Webcast” or past hearings, which can be seen by clicking on “Video on Demand.”

The ability to watch committee hearings and floor debates is important and if you cannot watch them in person, it is possible to watch them live on the internet.
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How to Search for Legislation at the Federal Level

Under Bills & Reports: Click on Bill Status to Search for Bill Information

Search By Bill Number or Word/Phrase
Contact Information

California Community Colleges – Chancellor’s Office | 112 Colleges | 72 Districts | 2.6 Million Students

Governmental Relations

Policy in Action

Representing the Chancellor’s Office before the Legislature and Executive Branch of the state and federal government, we are responsible for formulating and advancing the legislative agenda of the California Community Colleges.

Questions about legislation that affect the community colleges may be directed to 916.445.4434

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California Community College Chancellor’s Office
Priority Legislation

Assembly Bill 13 (Chavez) Nonresident Tuition Exemption: Veterans (Support - Position Letter)
 Eliminates the requirement that a student veteran must be stationed in California to receive the nonresident tuition exemption. It requires the student to be discharged within the prior year to receive the exemption. This is now a 2-year bill and was re-referred to the Senate Committee on Rules (9/8/13).

Assembly Bill 955 (Williams) Community College Intersession Programs (Oppose - Position Letter)

Authorizes community college districts to offer an extension program for credit courses during summer and winter intersessions under certain requirements. This bill passed the Assembly and Senate floors and was sent to enrollment (9/10/13).

Assembly Bill 1100 (Levine) Telecommunications: California Teleconnect Fund Administrative Committee Fund (Support - Position Letter)

Amends the Public Utilities Code to remove the annual reimbursement limit for California Community Colleges participating in the California Teleconnect Fund. This bill was held in the Assembly Appropriations Committee Suspense File.