



FORMAT OF COMMITTEE DEBATE

Please note that this format has been adjusted for local use and may differ from YAG Legislative Conference Committee Session proceedings.

ELECTION OF CHAIR AND CLERK

1. A delegate raises their hand and states "I seek to nominate _____ as the Chair of this committee."
2. Another delegate must then raise their hand to second the motion for it to pass. If more than one delegate is nominated, the committee will vote to elect the Chair.
3. Repeat this process to elect the Committee Clerk (who can still act as a delegate during this session).

BILL DEBATE

1. Chair calls the Committee Session to order.
2. Chair will present the Committee Calendar (order for bills to be presented).
3. Chair will state the next bill before the committee.
4. Clerk reads the bill by number, title, and amendments only.
5. Chair asks if Author is present.
6. Chair asks Author to state name and delegation, and to proceed with their opening speech.
7. Author gives their opening speech (2 minutes).
8. Chair asks whether there are any friendly amendments (such as spelling, grammar, or punctuation corrections). The amendment form will then be placed inside the bill jacket.
9. Chair asks for anyone who wishes to ask non debatable technical questions of the author.
10. Questions of the Author (2 minutes).
11. Chair asks for speeches (con/pro) on the bill (1 minute for each speech, approximately 7-8 minutes total).



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12. Author is recognized for their closing speech (1 minute *plus any time saved from their Opening Speech*).
13. Chair states debate has ended.
14. Clerk again reads the bill by number and title.
15. Repeat Steps 3-14 for next bill until conclusion of Committee.
16. At end of the Committee Session, Chair will ask everyone to complete a Bill Ranking and return to the Clerk.
17. Committee Adjourns.

AMENDMENTS

Amendments may be introduced during the debate. If so, the following process is followed. After an amendment has been voted on, debate resumes where it left off.

1. Amendment Author moves for passage of amendment.
2. Chair confirms that the Clerk has the amendment. Clerk reads the amendment.
3. Chair asks for a second. If there is no second, the amendment fails and debate resumes.
4. Amendment Author gives opening speech (1 minute)
5. Questions of Sponsor (1 minute)
6. Chair asks for speeches con/pro on the amendment (1 minute for each speech, 5 minutes total)
7. Bill Author is recognized for a speech on the amendment (1 minute)
8. Amendment Author gives closing speech (1 minute)
9. Vote on amendment.
10. Chair announces vote and debate on the main bill resumes.