

NEVADA
LEGISLATIVE MANUAL

State of Nevada

SEVENTY-FOURTH SESSION

of the

NEVADA STATE LEGISLATURE

2007

CARSON CITY



Nevada Legislative Counsel Bureau

INTRODUCTION

The *Nevada Legislative Manual*, required under *Nevada Revised Statutes* 218.647, is produced each biennium by the Legislative Counsel Bureau. It is designed primarily as a reference tool for legislators. However, it is also intended for use by members of the Executive and Judicial Branches of government, representatives of private interest groups, and interested citizens.

The manual contains information pertaining to legislative structure and procedures, Legislative Counsel Bureau staff services, and administrative details for legislators. It also includes the structure and personnel of the Executive and Judicial Branches of government.

Suggestions for corrections or improvements of the manual are welcome and should be directed to the Research Division, Legislative Counsel Bureau.



The Flag of the Legislature of the State of Nevada

At its 1967 Session, the Legislature of the State of Nevada adopted an official flag, which flies outside the Legislative Building whenever the Senate and Assembly are in session. The flag was designed by the senior government class of Tonopah High School.

TABLE OF CONTENTS

	<i>Page</i>
CHAPTER I—MEMBERS OF THE NEVADA STATE LEGISLATURE	1
Biographies of Members of the Nevada Senate	3
Biographies of Members of the Nevada Assembly	35
Members of the Nevada State Legislature	83
Senate	85
Assembly	87
Members of the Nevada State Legislature by District	91
Senate	91
Assembly	92
Interim Committees and Subcommittees (2005-2006)	93
Senate Standing Committees—2007	99
Assembly Standing Committees—2007	101
 CHAPTER II—LEGISLATIVE STRUCTURE, FINANCIAL OPERATION, AND RESPONSIBILITIES	 103
Legislative Terminology	105
The Legislative Structure	105
Size and Apportionment	106
2001 Reapportionment and Redistricting	106
Membership Qualifications	107
Vacancies	108
Officers and Employees	108
Interest Groups and Media	109
Press	109
Lobbyists	109
Legislative Powers, Privileges, and Responsibilities	110
Legislator Duties	110
Privileges and Immunities	112
Limitations on the Legislative Power	112
Crimes Against the Legislative Power	114
Contracts in Which a Legislator Has an Interest	115
Ethics and Conflict of Interest	116
Reporting of Campaign Contributions and Expenses	117
Financial Disclosure	117
Financial Operation of the Legislature	118
Legislative Fund	118
Legislator Compensation and Allowances	118
Legislators' Retirement	119
Compensation of Employees	120
Endnotes for Chapter II	121

	<i>Page</i>
CHAPTER III—LEGISLATIVE PROCEDURE AND ACTION	125
Legislative Procedure	127
Sessions	127
Legislative Leadership.....	128
Legislative Officers: Senate	128
Legislative Officers: Assembly	130
Floor Leaders	131
Procedure and Order of Business in the Senate and Assembly	131
Quorum	132
Order of Business	132
The Legislature in Action: A Bill Becomes a Law	133
Organizing the Legislature	133
Catastrophic Emergencies	135
Bill Drafting.....	135
Prefiling of Bills	136
Fiscal Notes	137
Introduction and First Reading	138
Committees.....	139
Standing Committees.....	139
Committee of the Whole.....	140
Select Committees and Conference Committees.....	141
Committee Hearing	141
Notice of Bills, Topics, and Public Hearings.....	142
Consent Calendar.....	142
Second Reading	143
General File and Third Reading	144
In the Other House and Conference Committees	145
Deadlines for Legislation	145
Enrollment	145
Gubernatorial Action	146
Effective Date of the Bill.....	146
Adoption or Passage of Resolutions.....	146
Petitions and Memorials	147
Nonlegislative Initiatives to Change Statutes or the <i>Nevada Constitution</i>	147
Distinction Among Types of Legislation	148
Bill	148
Skeleton Bill	148
Joint Resolution	148
Concurrent Resolution.....	149
One-House Resolution.....	149
Endnotes for Chapter III	150

	<i>Page</i>
CHAPTER IV—LEGISLATIVE COUNSEL BUREAU AND	
LEGISLATIVE BUILDING	155
The Legislative Counsel Bureau.....	157
Legislative Commission	158
Interim Finance Committee	159
Director	160
Audit Division	161
Legal Division	163
Research Division.....	165
Fiscal Analysis Division	168
Administrative Division	168
Summary.....	169
Facilities and Services	169
Legislative Counsel Bureau Offices	169
Sedway Office Building.....	170
Las Vegas Office	170
Legislative Building.....	170
Telephone Communications	170
Legislative Telephone Service.....	170
State Legislative Message Center.....	171
Coin Telephones	171
Billing of Legislators for Telephone Service.....	171
Toll-Free Services for Constituents	172
Long-Distance Calls to Legislators.....	172
State Library and Archives Legislative Hot Line Service	172
Public Point of View	172
Postal Service.....	173
Fire and Emergency Procedures	173
Emergency Telephone Numbers (from within the building).....	174
Directory of Community Assistance.....	175
Endnotes for Chapter IV	176
CHAPTER V—RESOURCES FOR LEGISLATORS	179
Basic Printed Resources	181
<i>Statutes of Nevada</i>	181
<i>Nevada Revised Statutes</i>	182
<i>Nevada Administrative Code</i>	185
Daily Histories.....	185
Index of Bills and Resolutions	186
Legislative Journals	187
<i>Biennial Report of Nevada State Agencies and</i>	
<i>Nevada Statistical Abstract</i>	188

	<i>Page</i>
Political History of Nevada	188
Audits of State Agencies	189
Legislative Videorecordings	189
Recommended Schedule of Priorities for Capital Improvements	189
<i>Mason’s Manual of Legislative Procedure</i>	190
<i>Nevada Legislative Manual</i>	190
Legislative Counsel Bureau Publications	190
<i>Executive Budget</i>	191
Economic Forum	192
Library Services for Legislators	192
Research Library—Legislative Counsel Bureau	192
Division of State Library and Archives	193
State Library Services	193
Archives and Records	194
Nevada’s Supreme Court Law Library	195
Internet Services	195
Legislature’s Web Site	195
 CHAPTER VI—APPENDICES OF SELECTED INFORMATION	 197
List of Appendices of Selected Information	199
Appendix A—120-Day Session Calendar and Dates of Interest.....	201
Appendix B—Limitations and Deadlines for Bill Draft Requests.....	207
Appendix C—Nevada’s Legislative Process.....	211
Appendix D—Examples of Bills, Resolutions, and a Fiscal Note	215
Appendix E—Legislative Counsel Bureau Bulletins	239
Appendix F—Legislative Terminology	255
Appendix G—Legislative District Maps	265
Appendix H—Building Maps.....	277
Appendix I—State Agency Map	285
Appendix J—Legislative Manual Index.....	289

CHAPTER I
MEMBERS OF THE
NEVADA STATE LEGISLATURE

BIOGRAPHIES OF MEMBERS OF
THE NEVADA SENATE
2007 SESSION

Biographies Available Online <http://www.leg.state.nv.us/74th/legislators/>

BIOGRAPHIES OF MEMBERS OF
THE NEVADA ASSEMBLY
2007 SESSION

MEMBERS OF THE
NEVADA STATE LEGISLATURE

CHAPTER I
MEMBERS OF THE NEVADA STATE LEGISLATURE
2007 SESSION

SENATE

The information contained in Chapter I is current as of January 2007. To access the most current legislator information, refer to "Senate Member Contact Information" at <http://www.leg.state.nv.us/74th/Legislators/Senators/slist.cfm>.

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
Amodei, Mark E. (R) Capital Senatorial District <i>(Portions of Douglas, Lyon, and Storey Counties, and portions of Carson City)</i>	805 West Sunset Way Carson City, Nevada 89703-3751 <i>mamodei@sen.state.nv.us</i>	(775) 882-0362 (H) (775) 882-6500 (O) (775) 852-3900 (O)
Beers, Bob (R)** Clark, No. 6	9428 Grenville Avenue Las Vegas, Nevada 89134-6206 <i>bbeers@sen.state.nv.us</i>	(702) 256-1072 (H) (702) 592-8822 (C)
Care, Terry John (D) Clark, No. 7	4371 Woodcrest Road Las Vegas, Nevada 89121-4946 <i>tcare@sen.state.nv.us</i>	(702) 436-9298 (O)
Carlton, Maggie (D) Clark, No. 2	5540 East Cartwright Avenue Las Vegas, Nevada 89110-3802 <i>mcarlton@sen.state.nv.us</i>	(702) 452-3619 (M)
Cegavske, Barbara K. (R) Clark, No. 8	6465 Laredo Street Las Vegas, Nevada 89146-5272 <i>bcegavske@sen.state.nv.us</i>	(702) 873-0711 (H/O)
Coffin, Bob (D) Clark, No. 10	1139 5th Place Las Vegas, Nevada 89104-1413 <i>bcoffin@sen.state.nv.us</i>	(702) 384-9501 (O)
Hardy, Warren B., II (R) Clark, No. 12	5070 Arville Street, Suite 4 Las Vegas, Nevada 89118-4904 <i>whardy@sen.state.nv.us</i>	(702) 453-1112 (H) (702) 227-0536 (O)
Heck, Joseph (Joe) J. (R)** Clark, No. 5	P. O. Box 530520 Henderson, Nevada 89053-0520 <i>jheck@sen.state.nv.us</i>	(702) 614-5900 (O)
Horsford, Steven A. (D)** Clark, No. 4	1306 West Craig Road, E-310 North Las Vegas, Nevada 89032-0215 <i>shorsford@sen.state.nv.us</i>	(702) 635-0827 (O)
Lee, John Jay (D)** Clark, No. 1	3216 Villa Pisani Court North Las Vegas, Nevada 89031-7267 <i>jlee@sen.state.nv.us</i>	(702) 258-5447 (H) (702) 647-3550 (O)
Mathews, Bernice (D) Washoe, No. 1	P. O. Box 7176 Reno, Nevada 89510-7176 <i>bmathews@sen.state.nv.us</i>	(775) 673-2086 (H)

*For maps of legislative districts, see Appendix G of this manual.

**Term expires November 2008.

SENATE (continued)

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
McGinness, Mike (R)** Central Nevada Senatorial District (Churchill, Esmeralda, and Mineral Counties, and portions of Clark, Douglas, Lyon, and Nye Counties)	770 Wildes Road Fallon, Nevada 89406-7843 mmcginness@sen.state.nv.us	(775) 423-5889 (H)
Nolan, Dennis (R) Clark, No. 9	P. O. Box 82249 Las Vegas, Nevada 89180-2249 dnolan@sen.state.nv.us	(702) 838-3838 (M/F)
Raggio, William J. (R)** Washoe, No. 3	P. O. Box 281 Reno, Nevada 89504-0281 wraggio@sen.state.nv.us	(775) 786-5000 (O)
Rhoads, Dean A. (R)** Rural Nevada Senatorial District (Elko, Eureka, Humboldt, Lander, Lincoln, Pershing, and White Pine Counties, and portions of Nye County)	Box 8 Tuscarora, Nevada 89834-0008 drhoads@sen.state.nv.us	(775) 756-6582 (H)
Schneider, Michael (Mike) A. (D)** Clark, No. 11	6381 Sandpiper Way Las Vegas, Nevada 89103-2110 mschneider@sen.state.nv.us	(702) 876-5121 (H) (702) 610-5240 (C)
Titus, Alice Costandina (Dina) (D)** Clark, No. 7	1637 Travois Circle Las Vegas, Nevada 89119-6283 dtitus@sen.state.nv.us	(702) 798-8348 (H) (702) 895-3756 (O)
Townsend, Randolph J. (R) Washoe, No. 4 (Portions of Carson City and Washoe County)	P. O. Box 20923 Reno, Nevada 89515-0923 rtownsend@sen.state.nv.us	(775) 825-5111 (H) (775) 954-2020, Ext. 204 (O) (775) 771-1555 (C)
Washington, Maurice E. (R) Washoe, No. 2 (Portions of Lyon, Storey, and Washoe Counties)	P. O. Box 1166 Sparks, Nevada 89432-1166 mashington@sen.state.nv.us	(775) 331-3826 (O)
Wiener, Valerie (D)** Clark, No. 3	3540 West Sahara Avenue, No. 352 Las Vegas, Nevada 89102-5816 vwiener@sen.state.nv.us	(702) 871-6536 (O)
Woodhouse, Joyce L. (D) Clark, No. 5	246 Garfield Drive Henderson, Nevada 89074-1027 jwoodhouse@sen.state.nv.us	(702) 896-1453 (H)

*For maps of legislative districts, see Appendix G of this manual.

**Term expires November 2008.

ASSEMBLY

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
Allen, Francis O. (R) Clark, No. 4	P. O. Box 34718 Las Vegas, Nevada 89133-4718 <i>fallen@asm.state.nv.us</i>	(702) 248-6488 (H)
Anderson, Bernard (Bernie) (D) Washoe, No. 31	747 Glen Meadow Drive Sparks, Nevada 89434-1536 <i>banderson@asm.state.nv.us</i>	(775) 358-8113 (H)
Arberry, Morse Jr. (D) Clark, No. 7	5300 West Spring Mountain Road, No. 104 Las Vegas, Nevada 89146-8721 <i>marberry@asm.state.nv.us</i>	(702) 562-2323 (O)
Atkinson, Kelvin D. (D) Clark, No. 17	5631 Indian Springs Street North Las Vegas, Nevada 89031-5078 <i>katkinson@asm.state.nv.us</i>	(702) 457-9995 (H)
Beers, Bob L. (R) Clark, No. 21	355 Cavalla Street Henderson, Nevada 89704-4952 <i>asmbeers@asm.state.nv.us</i>	(702) 434-8066 (H) (702) 524-9636 (C)
Bobzien, David P. (D) Washoe, No. 24	1605 Wesley Drive Reno, Nevada 89503-2332 <i>dbobzien@asm.state.nv.us</i>	(775) 787-1351 (H)
Buckley, Barbara E. (D) Clark, No. 8	5442 Holbrook Drive Las Vegas, Nevada 89103-2439 <i>bbuckley@asm.state.nv.us</i>	(775) 684-8503 (Capital Office) (702) 222-9901 (H)
Carpenter, John C. (R) District No. 33 (Elko County, and portions of Humboldt County)	P. O. Box 190 Elko, Nevada 89803-0190 <i>jcarpenter@asm.state.nv.us</i>	(775) 738-9861 (H/O)
Christensen, Chad (R) Clark, No. 13	9101 West Sahara Avenue, Suite 105 Las Vegas, Nevada 89117-5799 <i>cchristensen@asm.state.nv.us</i>	(702) 597-5358 (O)
Claborn, Jerry D. (D) Clark, No. 19	6617 Network Circle Las Vegas, Nevada 89156-7015 <i>jclaborn@asm.state.nv.us</i>	(702) 437-9948 (H)
Cobb, Ty (R) Washoe, No. 26	P. O. Box 34375 Reno, Nevada 89533-4375 <i>tcobb@asm.state.nv.us</i>	(775) 287-4827 (C)
Conklin, Marcus L. (D) Clark, No. 37	1600 Palmae Way Las Vegas, Nevada 89128-3244 <i>mconklin@asm.state.nv.us</i>	(702) 363-3885 (O)
Denis, Moises (Mo) (D) Clark, No. 28	3204 Osage Avenue Las Vegas, Nevada 89101-1838 <i>mdenis@asm.state.nv.us</i>	(702) 657-6857 (H) (702) 743-3571 (C)
Gansert, Heidi S. (R) Washoe, No. 25	316 California Avenue, No. 302 Reno, Nevada 89509-1650 <i>hgansert@asm.state.nv.us</i>	(775) 787-5814 (H/O)

*For maps of legislative districts, see Appendix G of this manual.

ASSEMBLY (continued)

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
Gerhardt, Susan I. (D) Clark, No. 29	2245 North Green Valley Parkway, No. 512 Henderson, Nevada 89014-5024 <i>sgerhardt@asm.state.nv.us</i>	(702) 286-2447 (O)
Goedhart, Edwin (Ed) A. (R) District No. 36 (<i>Esmeralda, Lincoln, Mineral, and Nye Counties, and portions of Churchill County</i>)	P. O. Box 70 Amargosa Valley, Nevada 89020-0070 <i>egoedhart@asm.state.nv.us</i>	(702) 682-3339 (C)
Goicoechea, Peter (Pete) J. (R) District No. 35 (<i>Eureka, Pershing, White Pine Counties, and portions of Churchill, Humboldt, Lander, Lyon, and Washoe Counties</i>)	P. O. Box 97 Eureka, Nevada 89316-0097 <i>pgoicoechea@asm.state.nv.us</i>	(775) 237-5300 (H) (775) 778-1620 (C) (775) 237-7383 (Ranch)
Grady, Tom (R) District No. 38 (<i>Storey County, most of Lyon County, and portions of Carson City and Churchill County</i>)	43 Fairway Drive Yerington, Nevada 89447-2170 <i>tgrady@asm.state.nv.us</i>	(775) 463-2612 (H) (775) 771-5199 (C)
Hardy, Joseph (Joe) P., M.D. (R) Clark, No. 20	P. O. Box 60306 Boulder City, Nevada 89006-0306 <i>jhardy@asm.state.nv.us</i>	(702) 293-7506 (H) (702) 643-4563 (O)
Hogan, Joseph (Joe) M. (D) Clark, No. 10	2208 Plaza De La Candela Las Vegas, Nevada 89102-4043 <i>jhogan@asm.state.nv.us</i>	(702) 365-0505 (H)
Horne, William C. (D) Clark, No. 34	2251 North Rampart Boulevard, No. 357 Las Vegas, Nevada 89128-7640 <i>whorne@asm.state.nv.us</i>	(702) 457-6963 (H)
Kihuen, Ruben J. (D) Clark, No. 11	1528 North 22nd Street, No. 3 Las Vegas, Nevada 89101-1346 <i>rkihuen@asm.state.nv.us</i>	(702) 274-1707 (C)
Kirkpatrick, Marilyn (D) Clark, No. 1	4747 Showdown Drive North Las Vegas, Nevada 89031-2133 <i>mkirkpatrick@asm.state.nv.us</i>	(702) 655-0332 (H)
Koivisto, Ellen Marie (D) Clark, No. 14	1147 Timber Ridge Court Las Vegas, Nevada 89110-2545 <i>ekoivisto@asm.state.nv.us</i>	(702) 438-5723 (H)
Leslie, Sheila (D) Washoe, No. 27	825 Humboldt Street Reno, Nevada 89509-2009 <i>sleslie@asm.state.nv.us</i>	(775) 333-6564 (H)
Mabey, R. Garn Jr., M.D. (R) Clark, No. 2	1404 Silver Oaks Street Las Vegas, Nevada 89117-1456 <i>gmabey@asm.state.nv.us</i>	(702) 242-2894 (O)

*For maps of legislative districts, see Appendix G of this manual.

ASSEMBLY (continued)

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
Manendo, Mark A. (D) Clark, No. 18	4629 Butterfly Circle Las Vegas, Nevada 89122-6149 <i>mmanendo@asm.state.nv.us</i>	(702) 451-8654 (H)
Marvel, John W. (R) District No. 32 (Portions of Humboldt, Lander, and Washoe Counties)	P. O. Box 1270 Battle Mountain, Nevada 89820-1270 <i>jmarvel@asm.state.nv.us</i>	(775) 635-2538 (Battle Mountain) (775) 882-2054 (Carson City)
McClain, Kathryn (Kathy) A. (D) Clark, No. 15	2457 Swan Lane Las Vegas, Nevada 89121-5242 <i>kmccclain@asm.state.nv.us</i>	(702) 898-5579 (H/O)
Mortenson, Harry (D) Clark, No. 42	3930 El Camino Road Las Vegas, Nevada 89103-2221 <i>hmortenson@asm.state.nv.us</i>	(702) 876-6944 (H)
Munford, Harvey J. (D) Clark, No. 6	809 Sunny Place Las Vegas, Nevada 89106-3637 <i>hmunford@asm.state.nv.us</i>	(702) 646-4265 (H) (702) 375-0601 (C)
Oceguera, John (D) Clark, No. 16	7655 Chaumont Street Las Vegas, Nevada 89123-1491 <i>joceguera@asm.state.nv.us</i>	(702) 452-4800 (H)
Ohrenschall, James (D) Clark, No. 12	P. O. Box 97741 Las Vegas, Nevada 89193-7741 <i>johrenschall@asm.state.nv.us</i>	(702) 432-6999 (H) (702) 523-4766 (C)
Parks, David R. (D) Clark, No. 41	P. O. Box 71887 Las Vegas, Nevada 89170-1887 or 1700 Gabriel Drive Las Vegas, Nevada 89119-6286 <i>dparks@asm.state.nv.us</i>	(702) 736-6929 (H)
Parnell, Bonnie (D) District No. 40 (Portions of Carson City and Washoe County)	804 Saratoga Way Carson City, Nevada 89703-3656 <i>bparnell@asm.state.nv.us</i>	(775) 883-4234 (H)
Pierce, Peggy (D) Clark, No. 3	5304 Gipsy Avenue Las Vegas, Nevada 89107-3847 <i>ppierce@asm.state.nv.us</i>	(702) 631-8036 (H)
Segerblom, Tick (D) Clark, No. 9	704 South 9th Street Las Vegas, Nevada 89101-7015 <i>tsegerblom@asm.state.nv.us</i>	(702) 386-9945 (H) (702) 388-9600 (O)
Settelmeyer, James A. (R) District No. 39 (Douglas County and portions of Carson City and Washoe County)	770 U.S. Highway 395 North Gardnerville, Nevada 89410-7813 <i>jsettelmeyer@asm.state.nv.us</i>	(775) 265-7739 (H) (775) 450-6114 (C)

*For maps of legislative districts, see Appendix G of this manual.

LEGISLATIVE MANUAL

ASSEMBLY (continued)

<u>Name, Party, and District*</u>	<u>Mailing and E-mail Addresses</u>	<u>Telephone</u>
Smith, Debbie (D) Washoe, No. 30	3270 Wilma Drive Sparks, Nevada 89431-1173 <i>dsmith@asm.state.nv.us</i>	(775) 331-0897 (H) (775) 233-2905 (C)
Stewart, Lynn D. (R) Clark, No. 22	2720 Cool Lilac Avenue Henderson, Nevada 89052-3836 <i>lstewart@asm.state.nv.us</i>	(702) 370-2185 (C)
Weber, Valerie E. (R) Clark, No. 5	10001 Harpoon Circle Las Vegas, Nevada 89117-0931 <i>vweber@asm.state.nv.us</i>	(702) 338-8452 (C)
Womack, RoseMary (D) Clark, No. 23	565 College Drive, C260 Henderson, Nevada 89015-7592 <i>rwomack@asm.state.nv.us</i>	(702) 558-4221 (O)

*For maps of legislative districts, see Appendix G of this manual.

**MEMBERS OF THE NEVADA STATE LEGISLATURE BY DISTRICT
2007 SESSION**

SENATE

<i>District*</i>	<i>Name and Party</i>
Capital Senatorial District.....	Amodei, Mark E. (R)
Central Nevada Senatorial District	McGinness, Mike (R)**
Clark, No. 1	Lee, John Jay (D)**
Clark, No. 2.....	Carlton, Maggie (D)
Clark, No. 3.....	Wiener, Valerie (D)**
Clark, No. 4.....	Horsford, Steven A. (D)**
Clark, No. 5.....	Heck, Joseph (Joe) J. (R)**
Clark, No. 5.....	Woodhouse, Joyce L. (D)
Clark, No. 6.....	Beers, Bob (R)**
Clark, No. 7.....	Care, Terry John (D)
Clark, No. 7.....	Titus, Alice Costandina (Dina) (D)**
Clark, No. 8.....	Cegavske, Barbara K. (R)
Clark, No. 9.....	Nolan, Dennis (R)
Clark, No. 10.....	Coffin, Bob (D)
Clark, No. 11.....	Schneider, Michael (Mike) A. (D)**
Clark, No. 12.....	Hardy, Warren B., II (R)
Rural Nevada Senatorial District	Rhoads, Dean A. (R)**
Washoe, No. 1	Mathews, Bernice (D)
Washoe, No. 2	Washington, Maurice E. (R)
Washoe, No. 3	Raggio, William J. (R)**
Washoe, No. 4	Townsend, Randolph J. (R)

*For maps of legislative districts, see Appendix G of this manual.

**Term expires November 2008.

ASSEMBLY

<u>District*</u>	<u>Name and Party</u>
No. 1. Clark	Kirkpatrick, Marilyn (D)
No. 2. Clark	Mabey, R. Garn Jr., M.D. (R)
No. 3. Clark	Pierce, Peggy (D)
No. 4. Clark	Allen, Francis O. (R)
No. 5. Clark	Weber, Valerie E. (R)
No. 6. Clark	Munford, Harvey J. (D)
No. 7. Clark	Arberry, Morse Jr. (D)
No. 8. Clark	Buckley, Barbara E. (D)
No. 9. Clark	Segeberblom, Tick (D)
No. 10. Clark	Hogan, Joseph (Joe) M. (D)
No. 11. Clark	Kihuen, Ruben J. (D)
No. 12. Clark	Ohrenschall, James (D)
No. 13. Clark	Christensen, Chad (R)
No. 14. Clark	Koivisto, Ellen Marie (D)
No. 15. Clark	McClain, Kathryn (Kathy) A. (D)
No. 16. Clark	Oceguera, John (D)
No. 17. Clark	Atkinson, Kelvin D. (D)
No. 18. Clark	Manendo, Mark A. (D)
No. 19. Clark	Claborn, Jerry D. (D)
No. 20. Clark	Hardy, Joseph (Joe) P., M.D. (R)
No. 21. Clark	Beers, Bob L. (R)
No. 22. Clark	Stewart, Lynn D. (R)
No. 23. Clark	Womack, RoseMary (D)
No. 24. Washoe	Bobzien, David P. (D)
No. 25. Washoe	Gansert, Heidi S. (R)
No. 26. Washoe	Cobb, Ty (R)
No. 27. Washoe	Leslie, Sheila (D)
No. 28. Clark	Denis, Moises (Mo) (D)
No. 29. Clark	Gerhardt, Susan I. (D)
No. 30. Washoe	Smith, Debbie (D)
No. 31. Washoe	Anderson, Bernard (Bernie) (D)
No. 32. Portions of Humboldt, Lander, and Washoe Counties	Marvel, John W. (R)
No. 33. Elko County and portions of Humboldt County	Carpenter, John C. (R)
No. 34. Clark	Horne, William C. (D)
No. 35. Eureka, Pershing, White Pine Counties, and portions of Churchill, Humboldt, Lander, Lyon, and Washoe Counties	Goicoechea, Peter (Pete) J. (R)
No. 36. Esmeralda, Lincoln, Mineral, and Nye Counties, and portions of Churchill County	Goedhart, Edwin (Ed) A. (R)
No. 37. Clark	Conklin, Marcus L. (D)
No. 38. Storey County, most of Lyon County, and portions of Carson City and Churchill County	Grady, Tom (R)
No. 39. Douglas County and portions of Carson City and Washoe County	Settelmeyer, James A. (R)
No. 40. Portions of Carson City and Washoe County	Parnell, Bonnie (D)
No. 41. Clark	Parks, David R. (D)
No. 42. Clark	Mortenson, Harry (D)

*For maps of legislative districts, see Appendix G of this manual.

INTERIM COMMITTEES AND SUBCOMMITTEES

2005-2006

(The Chair is named first on each committee or subcommittee;
the Vice Chair, if one was selected, follows the Chair;
and the members are listed alphabetically unless otherwise stated.)

INTERIM COMMITTEES

Legislative Commission (NRS 218.660)

Buckley, Oceguera, Amodei, Anderson, Angle, Carpenter, Horsford, Mabey, Tiffany, Titus, Townsend, Wiener.

Interim Finance Committee (NRS 218.6825)

Raggio, Arberry, Beers, Cegavske, Coffin, Denis, Gansert, Giunchigliani, Hettrick, Hogan, Koivisto, Leslie, Marvel, Mathews, McClain, Perkins, Rhoads, Seale, Smith, Titus, Weber.

STATUTORY COMMITTEES

Commission on Special License Plates (NRS 482.367004)

Nolan, Oceguera, Atkinson, Carlton, Sibley. Ginny Lewis, Director, Department of Motor Vehicles; Scott K. Sisco, Interim Director, Department of Cultural Affairs; George Togliatti, Director, Department of Public Safety.

Committee on High-Level Radioactive Waste (NRS 459.0085)

Mortenson, McGinness, Denis, Hogan, Lee, Rhoads, Tiffany, Weber.

Committee on Industrial Programs (NRS 209.4817)

Marvel, Arberry, Beers, Washington. Bruce Aguilera, Michael Mackenzie, Mike Magnani, Al Puliz, Greg Smith, Purchasing Division; Glen Whorton, Department of Corrections; Howard Skolnik, Assistant Director, Industrial Programs, nonvoting member.

Committee to Consult with the Director (NRS 218.6828)

Buckley, Anderson, W. Hardy, Hettrick, Lee, Mabey, Oceguera, Raggio, Titus, Townsend.

Interim Retirement and Benefits Committee (NRS 218.5373)

Arberry, Raggio, Beers, Coffin, Koivisto, Seale.

Legislative Commission's Audit Subcommittee (NRS 218.6823)

Leslie, Marvel, Arberry, Coffin, Rhoads.

Legislative Commission's Subcommittee to Review Regulations (NRS 233B.067)

Oceguera, Amodei, Buckley, Carpenter, Horsford, Townsend.

Legislative Committee for the Review and Oversight of the Tahoe Regional Planning Agency and the Marlette Lake Water System (NRS 218.53871)

Amodei, Pierce, Arberry, Carlton, Grady, Rhoads.

Legislative Committee on Education (NRS 218.5352)

Raggio, Parnell, Cegavske, Christensen, Manendo, Mathews, McCleary, Washington.

Legislative Committee on Education Subcommittee on the Effectiveness of Career and Technical High Schools (A.B. 388, Chapter 309, *Statutes of Nevada 2005*)

Parnell, Cegavske, Christensen, Mathews.

Legislative Committee on Health Care (NRS 439B.200)

Washington, Leslie, J. Hardy, Heck, Horsford, McClain.

Legislative Committee on Health Care Subcommittee to Study Services for the Treatment and Prevention of Substance Abuse (A.B. 2, Chapter 1, *Statutes of Nevada 2005, 22nd Special Session*)

Leslie, J. Hardy, Heck, Horsford.

Legislative Committee on Persons with Disabilities (NRS 218.53791)

Cegavske, Koivisto, Gerhardt, Mathews, Washington, Weber.

Legislative Committee on Persons with Disabilities Advisory Committee (NRS 218.53796)

Karen Taycher, Caroline Bass, Michael Coleman, Kelley DeRiemer, Gloria Dopf, Danell Fanning, Rhonda Feldman, Cindy Frank, David Gordon, Betty Hammond, Jacque Matteoni, Jack Mayes, Gary Olsen, Sally Ramm, Linda Raymond, Gayle Sherman.

Legislative Committee on Public Lands (NRS 218.5363)

Rhoads, Marvel, Care, Claborn, McGinness, Ohrenschall. Tom Fransway, Humboldt County.

Legislative Committee on Taxation, Public Revenue and Tax Policy (NRS 218.53741)

McGinness, Parks, Arberry, Coffin, Hettrick, Pierce, Raggio, Townsend.

Task Force for the Fund for a Healthy Nevada (NRS 439.625)

Washington, McClain, Heck. Dr. John Ellerton, Assembly Speaker appointment; Dr. Elizabeth Fildes, Governor appointment; Greg Griffin, Governor appointment; Tom May, Governor appointment; Carla Sloan, Assembly Speaker appointment; Dr. Paul A. Stewart, Senate Majority Leader appointment.

Advisory Group to Conduct Interim Study on Lease-Purchase and Installment-Purchase Agreements by Public Entities (S.B. 426, Section 31)

W. Hardy, Smith. Andrew Clinger, representing State Governmental Financing; Richard Daly, representing Labor; James Keenan, representing Public Purchasing; Dan O'Brien, representing Public Works; Patrick Schlosser, representing Construction Project Management; John Sherman, representing Local Governmental Financing.

Availability and Inventory of Affordable Housing (A.C.R. 11, File No. 97, *Statutes of Nevada 2005*)

Conklin, Allen, Horsford, Kirkpatrick, Nolan, Washington.

Feasibility and Advisability of Consolidating Water-Related Services in Washoe County (S.C.R. 26, File No. 100, *Statutes of Nevada 2005*)

Amodei, Gansert, Marvel, Mathews, Smith, Washington.

Protection of Natural Treasures (S.C.R. 35, File No. 101, *Statutes of Nevada 2005*)

Titus, Amodei, Grady, Hogan, Mortenson, Munford, Rhoads.

Public Employees' Benefits Program (A.C.R. 10, File No. 91, 2003 Session)

Amodei, Giunchigliani, Beers, Coffin, Goicoechea, Parnell.

School Financing Adequacy (A.C.R. 10, File No. 99, *Statutes of Nevada 2005*)

Smith, W. Hardy, Beers, Holcomb, Perkins, Schneider.

Sentencing and Pardons, and Parole and Probation (A.C.R. 17, File No. 98, *Statutes of Nevada 2005*)

Horne, Anderson, Carpenter, McGinness, Nolan, Wiener.

Subcommittee to Oversee the Consultant to Study the Health, Safety, Welfare, and Civil and Other Rights of Children in the Care of Certain Governmental Entities or Private Facilities (A.B. 580, 2005 Legislative Session)

Leslie, Anderson, Buckley, Carpenter, Townsend, Wiener.

Taxation of Real Property (A.B. 489, 2005 Legislative Session)

Parks, McGinness, J. Hardy, Heck, Pierce, Schneider.

Use, Management, and Allocation of Water Resources (S.C.R. 26, File No. 100, *Statutes of Nevada 2005*)

Rhoads, Claborn, Amodei, Atkinson, Goicoechea, W. Hardy, Parks, Titus.

LEGISLATIVE COMMISSION SUBCOMMITTEES

Information Technology Subcommittee

Rhoads, Denis, Allen, Coffin, Mortenson.

Legislative Counsel Bureau Biennial Budget Review Committee

Raggio, Amodei, Arberry, Buckley, Mabey, Ocegüera, Titus, Townsend.

Security Subcommittee

Ocegüera, Nolan, Schneider, Sibley.

NONLEGISLATIVE COMMITTEES

Advisory Board for the Nevada Task Force for Technological Crime (NRS 205A.040)

Anderson, Wiener. George J. Chanos, Attorney General (Chair); Terry Savage, Director and CIO, Department of Information Technology; Tom Pickrell, Assistant Director, Facilities, Clark County School District; William Uffelman, President and Chief Executive Officer, Nevada Bankers Association; John Colledge III, Resident Agent in Charge, Immigration and Customs; Steven Martinez, Special Agent in Charge, Federal Bureau of Investigation; Donald Means, Crime Lab Director, Washoe County Sheriff's Office.

Advisory Board on Maternal and Child Health (NRS 442.133)

Carlton, Pierce. Roger Volker (Chair); Michelle Kling, R.N., M.S.; Raquel Knecht, M.A.; Donald S. Kwalick, M.D., M.P.H.; Suzanne Magleby; Terrence McGaw, M.D.; Beverly Neyland, M.D.; Terri Rosenberg; Jeffrey Wrightson, M.D.

Advisory Commission on Sentencing (NRS 176.0123)

Allen, Gerhardt, Horsford, Washington.

Advisory Committee for a Veterans' Cemetery in Northern Nevada (NRS 417.230)

McGinness, Grady. Ward Jones (Chair), Kenneth Gardner (Vice Chair), Wesley Block, Richard Bonebrake, Douglas Byington, Gina Crown, additional appointments to be announced.

Advisory Committee for a Veterans' Cemetery in Southern Nevada (NRS 417.230)

W. Hardy, Manendo. Michael Malone (Chair), Bradford L. Benson (Vice Chair), Daniel Johnson, Mitchell Kuhn, Jack Porrino, Salvatore Ruvolo.

Advisory Committee on Nevada Criminal Justice Information Sharing (S.B. 452)

Anderson, Washington. Additional nonlegislative members.

Advisory Council for Community Notification (concerning Sex Offenders) (NRS 179D.700)

Schneider, Mabey, Ohrenschall, Washington. R. Ben Graham, Chief Deputy District Attorney, Clark County; Kristin N. Luis, Attorney, Commission on Ethics; Dorla Salling, State Board of Parole Commissioners.

Commission on Educational Technology (NRS 388.790)

Denis, Horsford. Bart Mangino (Chair), Administrator; Ed Anderson, NSHE; Bob Bass, Senate appointment; Jhone Ebert, Assembly appointment; David Flatt, representing parents; Dori Jensen, elementary teacher; Jeffrey R. Johnston, secondary teacher; Sara Jones, public librarian, rural area; Bill Slentz, private sector; Dr. Keith Rheault, ex officio, nonvoting member; Terry Savage, ex officio, nonvoting member.

Council to Establish Academic Standards for Public Schools (NRS 389.510)

Cegavske, Giunchigliani. Evelyn Allred, Elko, teacher; Sharon Beatty, Clark County, teacher; Scott Craigie, Assembly Speaker appointment; Benjamin A. Hart, Clark County, parent; Elaine Wynn, Senate Majority Leader appointment.

Education Commission of the States (NRS 399.015, Article III)

Cegavske, Parnell, Smith, Titus. Jim Gibbons, Governor; Frank Meyers, Dean Emeritus, College of Education, University of Nevada, Reno; Dr. Keith Rheault, Superintendent of Public Instruction, Department of Education.

Gaming Policy Committee (NRS 463.021)

Amodei, Anderson. Michonne Ascuaga, Peter C. Bernhard, Sean Higgins, Carroll M. Johnston, Arlan Melendez, Dennis K. Neilander, Dr. Dayananda Prabhu Rachokonda, Daniel Wade.

Governor's Workforce Investment Board (Public Law 105-220)

Lee, Ohrenschall, Townsend, Weber. Twenty-nine other members.

Information Technology Advisory Board (NRS 242.122)

Beers, Denis. Rayleen Cudworth, IGT; Nancy Ford, Division of Welfare and Supportive Services; Ginny Lewis, Department of Motor Vehicles; Dave McTeer, Department of Administration; Dr. Keith Rheault, Department of Education; Jonathan Snyder, KeyOn Communications CEO; Lester Lewis, Clark County.

National Conference of Commissioners on Uniform State Laws (NRS 219.020)

Amodei, Care, Horne, Ohrenschall. Professor Annette R. Appell, William S. Boyd School of Law; Professor Kay P. Kindred, William S. Boyd School of Law; Kevin C. Powers, Senior Principal Deputy Legislative Counsel, Legislative Counsel Bureau (LCB); Bradley A. Wilkinson, Chief Deputy Legislative Counsel, LCB. Additional nonlegislative members.

Nevada AIDS Advisory Task Force

Atkinson, Parks, Washington (ex officio). Larry Mastropiero (Chair), Rita Boyd, Mary Guinan, M.D., Ph.D., Marcie Jackson, Henedina Tollerstad, Susan Little, Tyrone Thomapson, Chris Reynolds.

Nevada Commission on Aging (NRS 427A.032)

McClain, Wiener. Michael J. Willden (Chair), Department of Health and Human Services; Larry Curly, Myla C. Florence, Dan Gustin, Despina Hatton, Carl Martinez, Lynnette Boggs-McDonald, Marlene Rengert, Philip Shapiro, Lawrence Weekly. Additional appointments to be announced.

Nevada Commission on Homeland Security (NRS 239C.120)

Nolan, Ocegüera. Dale M. Carrison, M.D. (Chair), Jerry Keller (Vice Chair), Dennis Balaam, Gonzalo Cordova, Robert Fisher, Robert Hadfield, Steven Martinez, Maureen Peckman, Steven M. Smith, Jim Spinello, Rosemary Vassiliadis, Paul Wagner, Bill Welch, William Young.

Nevada Early Intervention Interagency Coordinating Council

Leslie. Janelle Mulvenon, M.S. (Bureau Chief), Keith Allred and David Rovetti (Co-Chairs), Jerry Allen, Ann Bingham, Yvonne Brueggert, Alice Chernich, JoAnn Johnson, Ph.D., Carren and Michael Knehr, Robin Kincaid, Joyce Larson, Pamela A. Mackay, Molly O’Nan-Hayes, Tammy Ritter, Karin Sigdestad, M.D., Caroline Thomas, Rosa Waitman, Sherry Waugh, Richard Weathermon, Richard Whitley, M.S.

Nevada Silver Haired Legislative Forum (NRS 427A.320)

Alice Adams, Clark Senatorial District 2; Clo Banks, Clark Senatorial District 3; Evelyn Cannestra, M.S.W., Clark Senatorial District 8; Thelma Clark, Clark Senatorial District 10; Ruth H. Hart, Washoe Senatorial District 3; Verlia Davis Hoggard, Clark Senate District 4; Ray B. Jones, Rural Nevada Senatorial District; Jane Maxfield, Washoe Senatorial District 4; Robert McCune, Clark Senatorial District 5; Lucy Peres, Silver Representative, District 1 (Forum President); Herbert E. Randall, Ed.D., Clark Senatorial District 5; Mary D. Roberts, Clark Senatorial District 1; Mimi Rodden, Clark Senatorial District 12; Margaret Spooner, Central Nevada Senatorial District; Ronald E. Stoller, Clark Senatorial District 6; Harriet Trudell, Clark Senatorial District 7. Additional appointments to be announced.

Nevada State Council for Interstate Adult Offender Supervision (NRS 213.215)

Ohrenschall, Washington. Additional nonlegislative members.

Nevada State Council for Interstate Juvenile Supervision (S.B. 43)

Gerhardt, Horsford. Additional nonlegislative members.

Nevada Veterans' Services Commission (NRS 417.150)

Care, McClain. Ronald Kruse (Chair), Bradford Benson, Ward Jones, Charles LeBar, Daryl Mobley, Joanne E. Molen, Glenn Tierney, David Wyble, Sr.

State of Nevada Economic Forum (NRS 353.226)

Paul Cary Fisher Jr., Governor appointment; William Martin, Governor appointment; Deborah Pierce, Governor appointment; Leo Seevers, Senate Majority Leader appointment; Michael Small, Assembly Speaker appointment.

Western Interstate Commission for Higher Education Legislative Advisory Committee

Carlton, Allen (alternate member).

SENATE STANDING COMMITTEES

Seventy-Fourth Session, 2007

(The Chair is named first, the Vice Chair is named second,
and the members are listed alphabetically on each committee.)

COMMERCE AND LABOR—

Townsend, W. Hardy, Carlton, Heck, Schneider.

FINANCE—

Raggio, Beers, Cegavske, Coffin, Mathews, Rhoads, Titus.

GOVERNMENT AFFAIRS—

W. Hardy, Beers, Care, Lee, Raggio, Titus, Townsend.

HUMAN RESOURCES AND EDUCATION—

Washington, Cegavske, Heck, Horsford, Nolan, Wiener, Woodhouse.

JUDICIARY—

Amodei, Washington, Care, Horsford, McGinness, Nolan, Wiener.

LEGISLATIVE OPERATIONS AND ELECTIONS—

Cegavske, Raggio, Beers, W. Hardy, Horsford, Mathews, Wiener.

NATURAL RESOURCES—

Rhoads, McGinness, Amodei, Carlton, Coffin, Heck, Schneider.

TAXATION—

McGinness, Townsend, Amodei, Care, Coffin, Rhoads, Schneider.

TRANSPORTATION AND HOMELAND SECURITY—

Nolan, Heck, Amodei, Carlton, Lee, Washington, Woodhouse.

PRESIDENT PRO TEMPORE—

Mark E. Amodei.

MAJORITY FLOOR LEADER—

William J. Raggio.

ASSISTANT MAJORITY FLOOR LEADER—

Dennis Nolan.

MAJORITY WHIP—

Dean A. Rhoads.

ASSISTANT MAJORITY WHIP—

Joseph (Joe) J. Heck.

SENATE STANDING COMMITTEES (continued)

MINORITY FLOOR LEADER—
Alice Costandina (Dina) Titus.

ASSISTANT MINORITY FLOOR LEADER—
Bernice Mathews.

MINORITY WHIP—
Valerie Wiener.

ASSEMBLY STANDING COMMITTEES

Seventy-Fourth Session, 2007

(The Chair is named first, the Vice Chair is named second,
and the members are listed alphabetically on each committee.)

COMMERCE AND LABOR—

Oceguera, Conklin, Allen, Anderson, Arberry, Buckley, Christensen, Gansert, Horne, Kirkpatrick, Mabey, Manendo, Parks, Settlemeyer.

EDUCATION—

Parnell, Smith, Beers, Bobzien, Denis, J. Hardy, Kihuen, Mabey, Munford, Segerblom, Stewart.

ELECTIONS, PROCEDURES, ETHICS (EPE), AND CONSTITUTIONAL AMENDMENTS (CA)—

Koivisto (Chair EPE), Mortenson (Chair CA), Christensen, Cobb, Conklin, Gansert, Goedhart, Kihuen, Kirkpatrick, Munford, Ohrenschall, Segerblom, Settlemeyer.

GOVERNMENT AFFAIRS—

Kirkpatrick, Pierce, Atkinson, Beers, Bobzien, Christensen, Claborn, Goicoechea, Kihuen, Munford, Parnell, Settlemeyer, Stewart, Womack.

HEALTH AND HUMAN SERVICES—

Leslie, Gerhardt, Beers, J. Hardy, Koivisto, McClain, Parnell, Pierce, Stewart, Weber, Womack.

JUDICIARY—

Anderson, Horne, Allen, Carpenter, Cobb, Conklin, Gerhardt, Goedhart, Mabey, Manendo, Mortenson, Oceguera, Ohrenschall, Segerblom.

NATURAL RESOURCES, AGRICULTURE, AND MINING—

Claborn, Hogan, Atkinson, Bobzien, Carpenter, Goicoechea, Grady, Kihuen, Marvel, Ohrenschall, Smith.

SELECT COMMITTEE ON CORRECTIONS, PAROLE, AND PROBATION—

Parks, Anderson, Carpenter, Horne, McClain, Weber.

TAXATION—

McClain, Parks, Allen, Arberry, Denis, Grady, Horne, Marvel, Mortenson, Ohrenschall, Pierce, Weber.

TRANSPORTATION—

Atkinson, Manendo, Bobzien, Carpenter, Claborn, Cobb, Gerhardt, Goedhart, Goicoechea, Hogan, Womack.

WAYS AND MEANS—

Arberry, Leslie, Buckley, Denis, Gansert, Grady, J. Hardy, Hogan, Koivisto, Marvel, McClain, Parks, Smith, Weber.

ASSEMBLY STANDING COMMITTEES (continued)

SPEAKER—
Barbara E. Buckley.

SPEAKER PRO TEMPORE—
Bernard (Bernie) Anderson.

MAJORITY FLOOR LEADER—
John Ocegüera.

ASSISTANT MAJORITY FLOOR LEADER—
Marcus L. Conklin.

MAJORITY WHIP—
Sheila Leslie.

ASSISTANT MAJORITY WHIPS—
William C. Horne.
Debbie Smith.

MINORITY FLOOR LEADER—
R. Garn Mabey Jr., M.D.

ASSISTANT MINORITY FLOOR LEADER—
Heidi S. Gansert.

MINORITY WHIPS—
Peter (Pete) J. Goicoechea.
Joseph (Joe) P. Hardy, M.D.
Valerie E. Weber.

CHAPTER II
LEGISLATIVE STRUCTURE,
FINANCIAL OPERATION,
AND
RESPONSIBILITIES

CHAPTER II

LEGISLATIVE STRUCTURE, FINANCIAL OPERATION, AND RESPONSIBILITIES

This chapter provides an introduction to the Nevada State Legislature. It is intended to serve as a handy reference not only for legislators, but also for citizens who wish to participate in the legislative process.

The State Legislature is Nevada's foremost political institution. Not only does it enact *laws*, it also creates the machinery for carrying out those enactments. In establishing departments, boards, commissions, and bureaus, the Legislature defines the scope of their powers and the extent of their responsibilities. It also regulates the activities of these state agencies by granting or denying them the authority to hire employees and expend public funds. In addition, the Legislature sets down the fundamental rules of government in Nevada in the form of administrative procedures, civil service rules, and election laws.

LEGISLATIVE TERMINOLOGY

The legislative process has acquired a vocabulary of its own over the years. Often these words have a precise and definite meaning that varies considerably from the same word when used in common conversation. This legislative terminology may also vary in meaning from one state legislature to another.

Appendix F provides a list of frequently used terms, primarily from *Mason's Manual of Legislative Procedure*. That manual also contains a number of terms not commonly used in Nevada. The list defines the words most commonly used in the Nevada State Legislature as well as those that will assist in a clear understanding of the various subjects and procedures described in this publication. Where possible, the first use of these terms in the *Legislative Manual* is provided in italics.

THE LEGISLATIVE STRUCTURE

Nevada has a two-house (*bicameral*) Legislature consisting of a *Senate* and an *Assembly*. The two houses jointly are designated by the *Nevada Constitution* as "The Legislature of the State of Nevada."¹ The Legislature is one of three separate and distinct branches of government at the state level, the other two being the Executive Branch (headed by the Governor) and the Judicial Branch (with the Nevada Supreme Court at the top of the structure). According to the *Nevada Constitution*, ". . . no persons charged with the exercise of powers properly belonging to one of these departments shall exercise any functions, appertaining to either of the others . . ." except in certain specified instances.²

However, it is important to realize that:

The Legislature is part of a larger political system . . . No matter how specific the intent of the Legislature, its decisions will require interpretation and implementation by executive officials; no matter how unambiguous its legislative purposes, its laws may come under review in the judicial process.³

Size and Apportionment

Unlike some states, Nevada does not fix the number of its Senators and members of the Assembly in its constitution. Instead, the *Nevada Constitution* sets a maximum limit of 75 legislators from the combined total of the two houses.⁴ No minimum limit is set on the size of the Legislature, but “. . . the number of senators shall not be less than one-third nor more than one-half of that of the members of the assembly.”⁵ The actual size of the Legislature is set by *statute*.⁶

Since 1983, the Nevada State Legislature has had a 42-member Assembly and a 21-member Senate. It has not always been that way. The Legislature had the maximum 75 members in 1875, 1877, 1879, 1913, and 1915, during periods of population growth. The Legislature could, in theory, be as small as three members—two Assemblymen and one Senator. However, the smallest Nevada State Legislature consisted of 45 members. This situation occurred during the sessions of 1893 through 1899, a period of population decline. The *Nevada Constitution* states that Senators and members of the Assembly must be *apportioned* among the several counties of the state or among legislative districts in accordance with law.⁷ The United States Supreme Court has held that both houses of state legislatures must be apportioned on a population basis under the principle of one person, one vote.⁸

Membership in both houses of the Legislature is geographically apportioned throughout the state on the basis of population. Normally, the Legislature redistricts once every ten years during the session next following the federal decennial census, as required by the state constitution.⁹

2001 Reapportionment and Redistricting

During the 2001 Legislative Session, Nevada legislators reapportioned state Senate and Assembly districts. Maps A through J in Appendix G describe the existing boundaries of Nevada legislative districts as developed by the 2001 Legislature. In addition, detailed maps of every district and related statistics are available on the *Legislative Counsel Bureau's* Web site at <http://www.leg.state.nv.us/lcb/research/redistreapp.cfm> and through the Bureau's Publications Unit.

The 2001 Legislature retained 42 Assembly districts, with an average population of 47,578 people (based on the 2000 U.S. Census). It also retained districts for 21 state

Senators. Seventeen of these are single-member senatorial districts, which represent an average of 95,155 citizens per district. The remaining four Senators are in two-member districts in Clark County, which represent about 190,310 residents per district. The average legislative district in Nevada has increased by 66 percent in population over the past decade, reflecting Nevada's rapid growth. The state's population was about 1.2 million in 1990 and reached nearly 2 million in 2000. The actual number of residents in each district has changed since the 2001 reapportionment.

Currently, 14 Senators and 29 Assemblymen represent legislative districts in Clark County, while 4 Senators and 7 Assemblymen serve primarily Washoe County. Three Senators and six Assemblymen represent the remainder of the state. (One Assembly district that includes Washoe County also covers portions of rural Nevada, and one Senate district covers central Nevada and a portion of Clark County.)

Membership Qualifications

Members of the Assembly are elected every two years by the qualified electors in their respective districts. Senators, on the other hand, serve four-year terms, which are staggered so that, as near as possible, one-half of the number of Senators is elected every two years. A constitutional amendment approved by the voters in 1996 limits legislators to 12 years of service in one *house* (six terms for Assemblymen and three terms for Senators).¹⁰ An opinion issued by Nevada's Attorney General concludes that "only periods of service commencing after November 27, 1996, will be counted as a term for limitation purposes."¹¹ As applied to members of the Legislature, term limits will first have a potential impact during the 2010 election cycle.

Members of both houses are elected on the first Tuesday after the first Monday in November of even-numbered years, at intervals of two or four years, depending upon the house in question. Their terms of office begin on the day following their election,¹² but members are not actually sworn in by oath of office until the first day of the legislative session (first Monday of the following February).

To be eligible to serve as a Senator or member of the Assembly, a person must be at least 21 years of age, a qualified elector in the respective county and district, and an actual citizen resident of Nevada for a minimum of one year next preceding the election.¹³ However, the *Nevada Constitution* declares that "each House shall judge of the qualifications, elections and returns of its own members . . . and with the concurrence of two-thirds of all the members elected, expel a member."¹⁴ Thus, theoretically, a house could seat someone who failed to meet the statutory requirements (or deny a seat to someone who met all of the legal requirements for membership in the Legislature) by a two-thirds vote of the elected membership.

No person holding a federal office of profit (with the exception of postmasters earning less than \$500 per year or commissioners of deeds) or a lucrative office under

any other power may serve as a legislator.¹⁵ Persons are also disqualified from holding legislative office if they have been convicted of embezzlement of public funds or bribery in the procurement of election or appointment to office.¹⁶ A legislator may not be appointed to any civil office of profit in the state that was created, or the salary for which was raised, during the legislator's term of office, for a period of one year after the expiration of the term.¹⁷

Vacancies

If a legislator resigns from office, the resignation must be delivered to the Governor. If a legislator dies or resigns during a regular or *special session* of the Legislature or at a time when no *biennial* election or regular election is scheduled between the time the vacancy occurs and the date of the next legislative session, the board of county commissioners from the legislator's district is required to appoint a person who resides in the district and is a member of the same political party as the former incumbent to fill the unexpired term.¹⁸

If the Senator or Assemblyman was elected from a district comprising more than one county, the appointment is required to be made by the county commissioners of each county within or partly within the legislator's district. Each board of county commissioners first meets separately and determines the single candidate it will nominate to fill the vacancy. Then the boards meet jointly and the chairmen, on behalf of the boards, cast a proportionate number of votes based on the population of the district in each county. The person who receives a plurality of these votes is appointed to fill the vacancy. If no candidate receives a plurality of the votes, the various boards of county commissioners each select a candidate. The appointee is then chosen by drawing lots from those candidates nominated by the separate boards.¹⁹

Officers and Employees

Each house of the Legislature employs such staff as is necessary to its operation. During the legislative session, this staff expands to approximately 230 committee staff, personal secretaries, bill clerks, and others who ensure that the session functions smoothly. Several positions are permanent and full-time when the Legislature is not in session: the *Secretary of the Senate*, the *Chief Clerk of the Assembly*, and at least one executive assistant and one technical manager for each house.

The legislative employees are under the supervision of the elected officer of each house. In the Senate, this is the Secretary; in the Assembly, the Chief Clerk. The Secretary of the Senate and the Chief Clerk of the Assembly are elected as officers by the members of the houses they serve. They, in turn, supervise the work of the legislative employees.²⁰

The Secretary and Chief Clerk perform many varied duties. They are present at each daily session of their respective houses, and during those sessions they "read"

each bill and *resolution*—though in greatly abbreviated form—to the members of the house. The Secretary and Chief Clerk maintain all records of the Senate and Assembly, supervise compilation of the daily *journals* and histories of their respective houses, and advise the presiding officer of each house on matters of parliamentary procedure or the house rules. In addition, the Secretary serves as an *ex officio* member of the Senate Committee on Legislative Operations and Elections, and the Chief Clerk is an *ex officio* member of the Assembly Committee on Elections, Procedures, Ethics, and Constitutional Amendments.

When the Legislature is not in session, the permanent legislative officers and employees assist legislative leaders with administrative matters that arise during the *interim*, oversee the publication of the final certified journals and histories, speak with school and civic groups about the legislative process, represent the state at national conferences of legislative officers, and prepare for the next session.

Although the legislative officers and employees are not part of the Legislative Counsel Bureau, their offices are located in the Legislative Building and they are governed by the rules of employment of the Legislative Counsel Bureau.

Interest Groups and Media

PRESS

The news corps is an important adjunct to the Legislature. Public awareness is vital to the democratic process, and it is the function of the press to present, analyze, and interpret the news so that the public is informed and can, therefore, more effectively express itself to and through its elected representatives.

Press representatives are granted official accreditation in each chamber through adoption of a simple *motion* to accredit named individuals at the beginning of the session or at selected times during the session. Space in each chamber is provided for members of the news media to televise or otherwise cover legislative proceedings.

LOBBYISTS

Legislative agents or representatives, commonly known as *lobbyists*, represent various organizations, interests, and causes before the Legislature. Like the news media, they are important to the legislative process as sources of information, channels of communication between constituents and their representatives, and major protagonists in efforts to influence legislation. They frequently point out faults in *bills*, suggest *amendments*, provide valuable testimony, and in general assist the Legislature in assessing the merits of proposed legislation.

The activities of lobbyists in Nevada are controlled by the “Nevada Lobbying Disclosure Act.”²¹ The law requires lobbyists to register with the Director of the

Legislative Counsel Bureau and provide various information about themselves and the groups or individuals they represent. A lobbyist must file a report each month during a legislative session and within 30 days after the close of a session concerning his or her lobbying activities. Each report must include the total expenditures for the month and, if the lobbyist had expenditures of \$50 or more during the month, the report must itemize expenses in connection with any event hosted by an organization that sponsors the registrant; expenditures for entertainment, gifts, and loans; and other expenditures directly associated with legislative *action*. With the exception of expenditures associated with a function to which every legislator was invited, the reports must identify the legislators on whose behalf the expenditures were made. Data on personal expenditures for food, lodging, and travel expenses or membership dues are not required in the monthly reports. Violation of the Act is a misdemeanor.

Other sections in the *Nevada Revised Statutes* (NRS) also address improper influence exerted upon legislators. For example, any person who interferes with the legislative process is guilty of a gross misdemeanor.²² Any person who improperly obtains money or other things of value to influence a member of a legislative body in regard to any vote or legislative action is also guilty of a gross misdemeanor.²³ It is a misdemeanor to misrepresent any fact knowingly when testifying or otherwise communicating to a legislator, though witnesses are absolutely privileged to publish defamatory material that is relevant to a proceeding.²⁴ Moreover, both the giving of a bribe to a legislator and receiving a bribe are crimes against the legislative power and are subject to severe punishments under the law.²⁵ Although lobbying activities are customarily prohibited on the *floor* of both chambers,²⁶ lobbyists may appear before any committee of the Legislature.

LEGISLATIVE POWERS, PRIVILEGES, AND RESPONSIBILITIES

Legislator Duties

The *Nevada Constitution* vests the lawmaking authority for the state in the Nevada State Legislature.²⁷ Generally, the Legislature is empowered to enact the laws of the state;²⁸ levy taxes on individuals, businesses, property, and sales;²⁹ appropriate the funds collected for the support of public institutions and the administration of state government;³⁰ propose amendments to the constitutions of the U.S. and Nevada;³¹ and consider legislation proposed by *initiative petitions*.³² In addition, the Legislature is directed to establish a state university;³³ a public school system;³⁴ and a statewide, uniform system of county and township government.³⁵ The Legislature also has the power to create, revise, or abolish certain county positions;³⁶ determine the compensation of legislative officers and employees,³⁷ certain state officials,³⁸ Supreme and District Court judges,³⁹ and specified county officers;⁴⁰ decide the winner of a tied election for a district or state office or the office of U.S. Senator or Representative;⁴¹ *impeach* the Governor, other state official, or any judge, except a justice of the peace;⁴² and pardon, reprieve, or compel the enforcement of a sentence for the conviction for treason.⁴³ The Legislature also provides oversight of the Executive and Judicial

Branches of government through the *budget*⁴⁴ and *audit*⁴⁵ processes and reviews the regulations developed by state agencies.⁴⁶

The majority of the Legislature's work, however, consists of generating, revising, and occasionally repealing the laws of the state. Through a process defined by the *Nevada Constitution*, state law, and *legislative rules*, the members of the Legislature consider over 1,100 bills and *resolutions* throughout each *regular session*. The regular sessions of the Senate and Assembly are required to be held during each odd-numbered year, beginning on the first Monday of February.⁴⁷ At other times, the Governor may, for a specific purpose, call the Legislature into special session.⁴⁸

During the session, legislators have several responsibilities. They shepherd the measures they introduce through the legislative process by providing testimony at *hearings*, working with others to improve the legislation, and encouraging their colleagues to vote in favor of their bills. Legislators also serve on the committees that review each piece of legislation. Each legislator is typically assigned to three *standing committees*. As committee members, legislators listen to and question witnesses about the provisions of a measure,⁴⁹ participate in subcommittees created to focus on a specific bill or issue,⁵⁰ and vote on whether the bill or resolution should be transmitted to the full house.

At times, all legislators may be required to participate in a *committee of the whole*.⁵¹ Such a committee is formed only once or twice during a session. Much more common are the *conference committees*, formed to resolve differences between amendments proposed by each house to the same bill.⁵² Occasionally, legislators may be assigned to a *joint committee* of the two houses.⁵³

Legislators also are required to attend the daily meetings of their respective houses,⁵⁴ commonly referred to as "floor sessions." The meeting procedures of the Senate, Assembly, and these various committees are discussed elsewhere in this manual.

When not on the floor or in meetings, legislators confer with constituents who call or visit, with lobbyists who represent organizations or certain opinions, and with staff who provide assistance and requested information. Legislators are frequently asked to speak to various groups and attend numerous community functions, most often when the Legislature is not in session.

When the session ends, legislators continue to make speeches, assist constituents, serve on special legislative committees, and compile information in preparation for the next session. Often, legislators serve as facilitators among various groups. For example, a legislator might contact a government agency on behalf of a constituent or bring opposing factions together to solve a problem. In addition, legislators monitor the implementation of certain bills passed during the preceding session. In this capacity, a legislator might attend a hearing conducted by a state agency formulating pertinent regulations.

Between sessions, a legislator may serve on one or more *interim* committees. Some of these committees study a specific subject, provide oversight of ongoing issues, or are part of national organizations that bring together legislators from the various states to discuss similar problems. Permanent committees of the Legislature are created through statute.⁵⁵ Temporary committees usually originate in *concurrent resolutions*⁵⁶ passed in one session and are dissolved by the beginning of the next.

The foregoing description of legislative responsibilities is not comprehensive. Like employees in the private sector, legislators are often responsible for other duties as assigned. Any legislator who chairs a committee or assumes a *leadership* role conducts those duties in addition to the ones mentioned. Legislators are also expected by their political parties and communities to perform certain functions, such as attending party *caucuses* and important local events. In addition, most legislators hold full-time jobs and must fulfill their responsibilities to their employers. Although Nevada prides itself on having a citizen Legislature, it demands a significant commitment of time and effort from each of its citizen representatives.

Privileges and Immunities

Members of the Legislature are immune from arrest on civil process for 15 days prior to and during the course of a session.⁵⁷ Subpoenas served on legislators and the Lieutenant Governor by administrative bodies are ineffective during legislative sessions.⁵⁸ The statutes also protect legislators by prohibiting employment contracts that work a loss of *seniority* on any person absent from regular duties or place of employment while attending a legislative session.⁵⁹ In addition, legislative service cannot be considered as a break in service by an administrator of a private pension plan.⁶⁰

Limitations on the Legislative Power

Although the Nevada State Legislature has far-ranging authority to enact legislation dealing with social and political concerns, it is not without certain constitutional restrictions that circumscribe its powers. The Legislature shall not pass any local or *special laws* covering the following cases:

1. The regulation of the jurisdiction and duties of justices of the peace and constables or the fixing of their compensation;
2. Punishments for crimes and misdemeanors;
3. The regulation of the practices of courts of justice;
4. Any changes in venue of civil or criminal cases;
5. The granting of divorces;

6. The changing of names of persons;
7. Vacating roads, town plots, streets, alleys, and public squares;
8. The summoning and impaneling of grand and petit juries and the provision for their compensation;
9. The regulation of county and township business;
10. The regulation of the election of county and township officers;
11. The assessment and collection of taxes for state, county, and township purposes;
12. The regulation of the opening and conducting of elections of state, county, or township officers, and the designation of places of voting;
13. The sale of real estate belonging to minors or other persons laboring under legal disabilities;
14. Giving effect to invalid deeds, wills, or other instruments;
15. Refunding money paid into the State Treasury or into the treasury of any county; or
16. The release of the indebtedness, liability, or obligation of any corporation, association, or person to the state or its subdivisions.⁶¹

These restrictions, however, do not deny the power of the Legislature to establish and regulate the compensation and fees of certain county officers or to authorize and empower the boards of county commissioners of the various counties of the state to establish and regulate the compensation and fees of township officers. It is likewise permitted to establish and regulate the rates of freight, passage, toll and charges of railroads, toll roads, ditch, flume, and tunnel companies incorporated under the laws of this state or doing business in the state.⁶² The Legislature must exercise its powers through *general laws* of uniform operation.⁶³ Laws cannot be specifically directed to special or local instances.

In addition, the state's constitution prohibits the Legislature from levying a personal income tax or authorizing a state-operated lottery in Nevada.⁶⁴ It must establish a uniform system of county and township government throughout the state.⁶⁵ It may not abolish any county without the approval of the electors residing within the county's jurisdiction.⁶⁶

Individual freedoms, as enumerated in Article 1 of the *Nevada Constitution*, may not be abridged by the Legislature. These rights include such things as the freedom of speech, press, religion, and assembly and prohibitions against bills of attainder, ex-post-facto laws, and laws infringing the obligation of contracts. The list is varied, but most of the rights spelled out in Article 1 of the *Nevada Constitution* are included in the *U.S. Constitution* and, hence, are doubly safeguarded from legislative encroachment.⁶⁷ The *Nevada Constitution* also sets a state debt limitation of 2 percent, exclusive of interest, of the assessed valuation of the state⁶⁸ and prohibits state assumption of county, city, and corporation debts, unless such debts have been incurred to repel invasion, suppress insurrection, or provide for the public defense.⁶⁹

The Nevada State Legislature cannot exercise powers reserved by the *U.S. Constitution* to the federal government or those preempted by the Congress. The state cannot, for example, establish diplomatic relations with a foreign nation; declare war; or, without the consent of the Congress, lay any impost or duties on imports or exports.⁷⁰ In some areas, however, the state and the federal government may exercise concurrent jurisdiction and the Legislature, in these instances, may exercise its lawmaking powers.

The Legislature must provide a uniform rate of assessment and taxation throughout the state and may not permit a total tax levy in excess of 5 cents on the dollar of assessed valuation. Under NRS 361.453, the current limitation on total ad valorem tax levy is set at \$3.64 on each \$100 of assessed valuation. In the case of mines and mining claims, only the net proceeds of minerals may be taxed. Personal property in interstate transit may not be taxed in Nevada, and the Legislature may not impose a state inheritance tax upon the inhabitants of the state. Business inventories are also exempt from taxation.⁷¹

Outside of these and a few other minor restrictions mentioned in the state constitution, the Legislature may enact any laws it deems necessary to promote the general health, welfare, safety, or happiness of the people. Where the exercise of legislative prerogatives is questioned on constitutional grounds, it is within the purview of the courts to determine the legitimacy of any enactment. Until the courts have decided a question, there is a presumption of validity that adheres to all legislative acts.

Crimes Against the Legislative Power

It is unlawful in Nevada to interfere with the legislative process. Disruption of proceedings; defacing official documents or records of the Legislature; withholding, altering, or destroying property owned or used by the Legislature; remaining in the legislative chambers or building after being asked to leave pursuant to the law or rule of the Legislature; coercing or attempting to coerce any legislative member or employee to perform any official act or to refrain from doing so; and possessing firearms or deadly weapons in the Legislative Building all constitute unlawful interferences

with the legislative process and are punishable as gross misdemeanors.⁷² Similarly, it is a gross misdemeanor to refuse to testify or produce documents when summoned to appear before either house or any legislative committee.⁷³ Misdemeanor crimes involving the legislative process include misrepresenting any fact knowingly when testifying or otherwise communicating to a legislator, though witnesses are absolutely privileged to publish defamatory material that is relevant to a proceeding.⁷⁴

It is a felony to alter legislative measures or enrolled bills or resolutions with fraudulent intent. Conviction may result in imprisonment in the state prison for a minimum term of not less than one year and a maximum term of not more than four years. The court may also impose a fine of not more than \$5,000.⁷⁵

Contracts in Which a Legislator Has an Interest

It is unlawful for any member of the Legislature to become a named contractor or named subcontractor under any contract or order for supplies for the state or any of its departments, or for the Legislature or either of its houses, if the contract or order is paid for in whole or in part by money appropriated by the Legislature of which he is a member.⁷⁶ It is also unlawful for any member of the Legislature to be interested, directly or indirectly, as a principal, in any kind of contract so paid.⁷⁷ Finally, it is unlawful for any member of the Legislature to be interested in any contract made by the Legislature of which he is a member, or to be a purchaser or interested in any purchase or sale made by the Legislature of which he is a member.⁷⁸

Despite the general prohibitions stated above, the law provides that a member of the Legislature may sell or enter into a contract to sell, to the state or any of its departments, any item, commodity, service or capital improvement, if the sources of supply are limited; the contracting process is controlled by rules of open competitive bidding; he has not taken part in developing the contract plans or specifications; and he will not be personally involved in opening, considering, or accepting any bids for the sale or contract. Under these same conditions, an exception is provided to the general rule stipulating a public officer (including a legislator) or employee shall not bid on or enter into a contract between any governmental agency and any private business in which he has a significant pecuniary interest.⁷⁹

In addition, any member of the Legislature may, if he is not named in a contract, receive, as direct salary or wages, compensation for which the original source was a legislative appropriation to any governmental entity or a private entity not owned or controlled by the legislator. Finally, the law provides that any member of the Legislature may receive, for services as an instructor or teacher from any county school district or the Nevada System of Higher Education, compensation for which the original source was a legislative appropriation to any governmental entity or a private entity not owned or controlled by the legislator.⁸⁰

The statute provides that a legislator who violates these provisions concerning prohibited interests in a contract is guilty of a gross misdemeanor and forfeits his office.⁸¹

As mentioned earlier under the section entitled “Lobbyists,” anyone offering or giving a bribe or threatening a legislator to influence a vote or to be absent from the pertinent house or committee thereof must, under the law, be punished by imprisonment in the state prison for a minimum term of not less than one year and a maximum term of not more than five years. The court may also impose a fine of not more than \$10,000.⁸² Any legislator asking for or receiving a bribe is liable to the same penalty.⁸³

In addition to these penalties, either house may imprison nonmembers for disorderly or contemptuous behavior in its presence. Such punishment, however, may not extend beyond the final *adjournment* of the session.⁸⁴

Ethics and Conflict of Interest

The NRS expands upon what constitutes legislators’ and other public officers’ breaches of ethics and conflicts of interest in the “Nevada Ethics in Government Law.”⁸⁵ This law contains a code of ethical standards for a public officer relative to accepting gifts, services, favors, employment, or honoraria; negotiating or executing contracts in which the public officer has a significant pecuniary interest; accepting compensation from private sources for the performance of public duties; using information acquired through public duties to further the pecuniary interests of himself or other persons or business; suppressing any governmental report that might tend to affect unfavorably the officer’s pecuniary interests; and using government time, property, or equipment for the private benefit of the public officer.⁸⁶

In addition to the general requirements of the code of ethical standards, the Nevada Ethics in Government Law requires the disclosure of any significant pecuniary interest in matters under consideration. The law further specifies that a public officer of the Legislative Branch shall not vote upon or advocate the passage or failure of, but may otherwise participate in, the consideration of a matter with respect to which the independence of judgment of a reasonable person in the same position would be materially affected by: (1) acceptance of a gift or loan; (2) pecuniary interest; or (3) commitment in a private capacity to the interest of others.⁸⁷

The Standing Rules of both houses also address legislators’ ethics. A Committee on Ethics is established under Assembly Rule 23. This rule states in part that “a legislator who determines that he has a conflict of interest may vote upon, advocate or oppose any measure as to which a potential conflict exists if he makes a general disclosure of such conflict.” Senate Rule 44 provides that the Senate Committee on Legislative Operations and Elections shall, among other things, hear complaints and questions regarding alleged breaches of ethics and conflicts of interest.

Reporting of Campaign Contributions and Expenses

Everyone who is a candidate for any state or local office at any election (primary, general, special, or *recall*) must list each campaign contribution and expense on affidavit forms designed and provided by the Secretary of State.⁸⁸ Such reports must be filed with the official with whom the candidate's declaration of candidacy was filed. A candidate may mail the report to that official by certified mail; if certified mail is used, the date of mailing is deemed the date of filing.

Under the law, campaign contributions and expense reports for primary and general elections must be filed not later than:

1. Seven days before the primary election, for the period from 30 days before the regular session of the Legislature after the last election for that office up to 12 days before the primary election;
2. Seven days before the general election, whether or not the candidate won the primary election, for the period from 12 days before the primary election up to 12 days before the general election; and
3. The fifteenth day of the second month after the general election, for the remaining period up to 30 days before the next regular session of the Legislature.⁸⁹

Chapter 294A of NRS requires that candidates, certain individuals who make an expenditure on behalf of a candidate, political organizations, and persons who advocate the passage or defeat of ballot questions must report the name and address of the contributor and the date of each campaign contribution in excess of \$100 and contributions which a contributor has made cumulatively in excess of \$100.⁹⁰ Similar reporting and identification requirements exist for campaign expenditures.⁹¹

Nevada Revised Statutes 294A.160 prohibits the expenditure of money received as a campaign contribution for a candidate's personal use. It also limits the disposition of unspent contributions. *Nevada Revised Statutes* 294A.180 requires the reporting of the manner in which the unspent contributions are disposed.

Financial Disclosure

Every candidate for the Legislature is required to file financial disclosure statements with the Secretary of State. Such statements must be filed no later than the tenth day after the last day to qualify as a candidate for the office and then once a year thereafter, including the year that the term expires, on or before January 15.⁹² The Secretary of State and the Commission on Ethics are required to retain the statements for six years.⁹³

Under the law, statements of financial disclosure are required to contain specified information concerning the candidate's: length of residence in Nevada and the legislative district; sources of income; real estate holdings valued at \$2,500 or more (except for a personal residence); specified creditors to whom the candidate or members of the candidate's household owe more than \$5,000; certain gifts received by the candidate with a value of \$200 or more; and a list of all business entities in which the candidate or a member of the candidate's household is involved as a trustee, beneficiary, director, officer, owner, partner, or shareholder of at least 1 percent of the stock.⁹⁴ A legislator who fails to file the statement of financial disclosure in a timely manner is subject to a civil penalty and payment of court costs and attorney's fees.⁹⁵

FINANCIAL OPERATION OF THE LEGISLATURE

Legislative Fund

During each legislative session, the Legislature appropriates monies from the State General Fund to pay for the cost of the session and the activities of the Legislative Counsel Bureau. These *appropriations* are deposited in the Legislative Fund.⁹⁶ The expenses paid from the Legislative Fund include legislator and staff salaries, travel expenses of both legislators and staff, and operating and capital costs of the Legislature and the Legislative Counsel Bureau.

Legislator Compensation and Allowances

Legislators are paid a salary for the first 60 days of a regular session and for up to 20 days of a special session. The daily salary for legislators elected or re-elected in November 2006 is \$137.90. The daily salary for Senators who are serving in the middle of their terms as of November 2006 remains \$130. Thus, for the 2007 regular session, a legislator will receive a maximum salary of either \$8,274 or \$7,800; for a special session in 2007 or 2008, the maximum salary is either \$2,758 or \$2,600.⁹⁷

Legislators receive additional payments for their travel and per diem during a legislative session. The per diem, which is intended to cover the legislator's lodging, meals, and incidental expenses, is equal to the federal rate for the Carson City area, which is currently \$147. This per diem amount is paid each day that the Legislature is in session. Costs associated with travel during a session (moving expenses, housing and furniture rental, and travel related to legislative business) are reimbursed, subject to an overall limit of \$6,800 during a regular session and \$1,000 during a special session.

For travel to and from Carson City for the legislative session and for a pre-session orientation conference, each legislator is entitled to one day's per diem plus reimbursement of actual travel expenses. Each legislator whose permanent residence is more than 50 miles from Carson City, and who enters into a lease or other agreement for housing during session, is also entitled to a supplemental housing allowance during

the session. This allowance is equal to the fair market rent for a one bedroom unit in Carson City, as published by the U.S. Department of Housing and Urban Development. The most recent rate for the Carson City area is \$659 per month.⁹⁸

In addition to these amounts, each legislator is entitled to a communications allowance of \$2,800 and a postage allowance of \$60.⁹⁹ Legislators who are chairs of *standing committees* or hold leadership positions are entitled to an additional \$900 allowance.¹⁰⁰ Each member also is entitled to a certain number of business cards, stationery, and envelopes from the State Printing Office of the Legislative Counsel Bureau.¹⁰¹ The *Speaker of the Assembly* and the Lieutenant Governor receive an additional \$2 per day during the time of their actual attendance as *presiding officer*.¹⁰²

When the Legislature is not in session, each Senator and Assemblyman is entitled to receive a salary and the per diem allowance and travel expenses provided by law for each day of attendance at a conference, meeting, seminar, or other gathering at which the legislator officially represents the State of Nevada or its Legislature. The salary varies depending on the activity, but does not exceed \$130 or \$137.90 per day.¹⁰³

Legislators' Retirement

Members of the Nevada State Legislature may choose to participate in the Legislators' Retirement System. During a regular session, 15 percent of each legislator's gross compensation is withheld as a contribution to the retirement plan. The state's contribution is made from the Legislative Fund based on the recommendation of a consulting actuary. The minimum requirement for retirement with monthly benefits is ten years of accredited service at the age of 60 years. A lapse in service as a legislator is not just cause for forfeiture of any retirement rights accrued prior to such lapse.

A legislator entering into retirement receives a monthly retirement allowance of \$25 for each year of service up to 30 years, with fractions of years prorated. This allowance is subject to the same cost-of-living increase received by the retirees and beneficiaries of the Public Employees' Retirement System.

The Legislators' Retirement System permits survivor benefits for a legislator's dependents; allows several conversion options to be exercised by a legislator at the time of retirement; permits purchase of previous creditable service performed in the Legislature, if such service was performed prior to the creation of the system; allows purchase of up to five years of out-of-state service performed with any federal, state, county, or municipal public system, if that service is no longer creditable in the other system; and provides for coordination with other retirement systems. All of the provisions relating to legislative retirement are specified in the "Legislators' Retirement Law."¹⁰⁴

Compensation of Employees

The Secretary of the Senate and the Chief Clerk of the Assembly determine compensation rates for employees of their respective houses during legislative sessions. Please contact them for further information.

ENDNOTES FOR CHAPTER II

- ¹ *Nevada Constitution*, Art. 4, Sec. 1.
- ² *Nevada Constitution*, Art. 3, Sec. 1.
- ³ William J. Keefe and Morris S. Ogul, *The American Legislative Process: Congress and The States*, Englewood Cliffs, New Jersey, Prentice-Hall, Inc., 1964, p. 2.
- ⁴ *Nevada Constitution*, Art. 15, Sec. 6.
- ⁵ *Nevada Constitution*, Art. 4, Sec. 5.
- ⁶ *Nevada Revised Statutes* 218.051 through 218.0796, inclusive. The *Nevada Revised Statutes* are hereinafter cited as NRS.
- ⁷ *Nevada Constitution*, Art. 4, Sec. 5.
- ⁸ *Reynolds v. Sims*, 377 U.S. 533 (1964); *Lucas v. 44th General Assembly of Colorado*, 377 U.S. 713; and related cases.
- ⁹ *Nevada Constitution*, Art. 4, Sec. 5.
- ¹⁰ *Nevada Constitution*, Art. 4, Secs. 3 and 4.
- ¹¹ *Attorney General Opinion* 96-23 (8-9-1996).
- ¹² *Nevada Constitution*, Art. 4, Secs. 3 and 4.
- ¹³ NRS 218.010, 281.050, 293.177, and 293.181.
- ¹⁴ *Nevada Constitution*, Art. 4, Sec. 6.
- ¹⁵ *Nevada Constitution*, Art. 4, Sec. 9.
- ¹⁶ *Nevada Constitution*, Art. 4, Sec. 10.
- ¹⁷ *Nevada Constitution*, Art. 4, Sec. 8.
- ¹⁸ *Nevada Constitution*, Art. 4, Sec. 12; NRS 218.040 and 218.043.
- ¹⁹ *Id.*
- ²⁰ NRS 218.130, *et seq.*
- ²¹ NRS 218.900 to 218.944, inclusive.
- ²² NRS 218.544.
- ²³ NRS 198.010.
- ²⁴ NRS 218.5345.
- ²⁵ NRS 218.590 and 218.600.
- ²⁶ Senate Standing Rule 94, *Statutes of Nevada 1999*, 3826; and Assembly Standing Rule 94, *Statutes of Nevada 1997*, 3549.
- ²⁷ *Nevada Constitution*, Art. 4, Sec. 1.
- ²⁸ *Nevada Constitution*, Art. 4, Sec. 23.
- ²⁹ *Nevada Constitution*, Art. 9, Sec. 2; Art. 10, Sec. 1.
- ³⁰ *Nevada Constitution*, Art. 4, Sec. 19.
- ³¹ *Nevada Constitution*, Art. 16, Sec. 1; *United States Constitution*, Art. 5.
- ³² *Nevada Constitution*, Art. 19, Sec. 2.
- ³³ *Nevada Constitution*, Art. 11, Sec. 4.
- ³⁴ *Nevada Constitution*, Art. 11, Sec. 5.
- ³⁵ *Nevada Constitution*, Art. 4, Sec. 25.
- ³⁶ *Nevada Constitution*, Art. 4, Sec. 32.
- ³⁷ *Nevada Constitution*, Art. 4, Secs. 28 and 33.
- ³⁸ *Nevada Constitution*, Art. 15, Sec. 9.
- ³⁹ *Nevada Constitution*, Art. 6, Sec. 15.
- ⁴⁰ *Nevada Constitution*, Art. 4, Sec. 32.

- ⁴¹ *Nevada Constitution*, Art. 5, Sec. 4.
- ⁴² *Nevada Constitution*, Art. 7, Secs. 1 and 2.
- ⁴³ *Nevada Constitution*, Art. 5, Sec. 13.
- ⁴⁴ NRS 353.230.
- ⁴⁵ NRS 218.767, *et seq.*
- ⁴⁶ NRS 233B.066, *et seq.*
- ⁴⁷ *Nevada Constitution*, Art. 4, Sec. 2.
- ⁴⁸ *Nevada Constitution*, Art. 5, Sec. 9.
- ⁴⁹ Senate Standing Rule 43, Assembly Standing Rule 49, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁵⁰ Senate Standing Rule 53, Assembly Standing Rule 43, *ibid.*
- ⁵¹ Senate Standing Rule 46, Assembly Standing Rule 1, *ibid.*
- ⁵² Joint Rule 1, *ibid.*
- ⁵³ Joint Rule 7, *ibid.*
- ⁵⁴ Senate Standing Rule 12, Assembly Standing Rule 10, *ibid.*
- ⁵⁵ For example, see: Legislative Commission (NRS 218.660); Interim Finance Committee (NRS 218.6825); or Committees on Health Care (NRS 439B.200), High-Level Radioactive Waste (NRS 459.0085), or Public Lands (NRS 218.5363).
- ⁵⁶ Joint Rule 7, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁵⁷ *Nevada Constitution*, Art. 4, Sec. 11.
- ⁵⁸ NRS 218.045.
- ⁵⁹ NRS 218.044.
- ⁶⁰ NRS 218.0441.
- ⁶¹ *Nevada Constitution*, Art. 4, Sec. 20.
- ⁶² *Id.*
- ⁶³ *Nevada Constitution*, Art. 4, Sec. 21.
- ⁶⁴ *Nevada Constitution*, Art. 4, Sec. 24 and Art. 10, Sec. 1.
- ⁶⁵ *Nevada Constitution*, Art. 4, Sec. 25.
- ⁶⁶ *Nevada Constitution*, Art. 4, Sec. 36.
- ⁶⁷ *Nevada Constitution*, Art. 1, Secs. 1 through 20.
- ⁶⁸ *Nevada Constitution*, Art. 9, Sec. 3.
- ⁶⁹ *Nevada Constitution*, Art. 9, Sec. 4.
- ⁷⁰ *U.S. Constitution*, Art. 1, Secs. 8 and 10; and various amendments to the *U.S. Constitution*, particularly the Fifth and Fourteenth Amendments.
- ⁷¹ *Nevada Constitution*, Art. 10, Secs. 1, 2, and 5.
- ⁷² NRS 218.542 and 218.544.
- ⁷³ NRS 218.550.
- ⁷⁴ NRS 218.5345.
- ⁷⁵ NRS 218.560 and 218.570.
- ⁷⁶ NRS 218.605.
- ⁷⁷ *Id.*
- ⁷⁸ *Id.*
- ⁷⁹ NRS 281.505.
- ⁸⁰ NRS 218.605.
- ⁸¹ *Id.*

- ⁸² NRS 218.590.
- ⁸³ NRS 218.600.
- ⁸⁴ *Nevada Constitution*, Art. 4, Sec. 7.
- ⁸⁵ NRS 281.411 to 281.581, inclusive.
- ⁸⁶ NRS 281.481 and 281.553.
- ⁸⁷ NRS 281.501.
- ⁸⁸ NRS 294A.120 and 294A.200.
- ⁸⁹ NRS 294A.120.
- ⁹⁰ NRS 294A.120, 294A.140, and 294A.150.
- ⁹¹ NRS 294A.200 through 294A.220, inclusive.
- ⁹² NRS 281.561.
- ⁹³ NRS 281.573.
- ⁹⁴ NRS 281.571.
- ⁹⁵ NRS 281.581.
- ⁹⁶ NRS 218.085.
- ⁹⁷ *Nevada Constitution*, Art. 4, Sec. 33; NRS 218.210; and Assembly Bill 462 (Chapter 329, *Statutes of Nevada 2005*), Sec. 7.
- ⁹⁸ NRS 218.220, Subsections 3(a)(4).
- ⁹⁹ *Nevada Constitution*, Art. 4, Sec. 33; and NRS 218.220.
- ¹⁰⁰ *Nevada Constitution*, Art. 4, Sec. 33; and NRS 218.221.
- ¹⁰¹ NRS 218.225.
- ¹⁰² *Nevada Constitution*, Art. 4, Sec. 33.
- ¹⁰³ NRS 218.223, 218.5373, 218.680, 218.682, and 218.6825.
- ¹⁰⁴ NRS 218.2371 to 218.2395, inclusive; and Senate Bill 346 (Chapter 380, *Statutes of Nevada 2005*).

CHAPTER III
LEGISLATIVE PROCEDURE AND
ACTION

CHAPTER III

LEGISLATIVE PROCEDURE AND ACTION

LEGISLATIVE PROCEDURE

Sessions

Regular sessions of the Nevada State Legislature are held biennially in odd-numbered years. They convene on the first Monday in February after the election of members of the Senate and Assembly unless the Governor, by proclamation, convenes a special session at another time.¹

Sessions are limited to 120 *calendar days* following the approval by voters of a constitutional amendment in 1998.² Previous sessions were unlimited in length following the repeal in 1958 of a constitutional provision setting a 60-day maximum limit on the duration of a session. Since 1958, there has been only one regular session of less than 60 days, that being the single annual session of 1960, which lasted 55 days. Between 1975 and 1997, regular sessions in Nevada ran between 113 and 169 days. Conversely, the 1989 Special Session was the shortest in history, lasting just over two hours in the Senate.

The *Nevada Constitution* also limits the number of days for which legislators may receive compensation. Since 2005, the salary of members has been set by statute at a maximum of \$137.90 per day. However, the *Constitution* forbids compensation for services to be paid to legislators for more than 60 calendar days for any regular session and 20 days for any special session.³ Reimbursement for certain expenses of members, however, may continue for the entire length of a session.

Special sessions of the Legislature may only be convened on the call of the Governor.⁴ After both houses have organized in special session, the Governor is required by the *Nevada Constitution* to state the purpose for which they have been convened. The Legislature may not enact any bills or joint resolutions pertaining to subjects other than those for which it was convened. The Governor, however, may expand the reasons for calling the Legislature into session at any time during that session, thereby reducing the restrictions on legislative initiative.⁵ The Legislature, at times, has adopted simple or concurrent resolutions to express its sentiments on matters not contained in the Governor's call. The last special session, which was the twenty-second in state history, was conducted after the regular session in 2005.

Legislative activities, including committee hearings, are open to the public. The constitution also stipulates that neither house may, without the consent of the other, adjourn for more than three days nor move to any place other than where it is holding its session.⁶ The Joint Rules of the Senate and Assembly specify that one or more

adjournments, for a duration of more than three days, may be taken to permit standing committees, *select committees*, or the Legislative Counsel Bureau to prepare the matters respectively entrusted to them for the consideration of the Legislature as a whole. The total time taken for all such adjournments is not to exceed 20 days during any regular session.⁷ The 1991, 1993, and 1995 Legislatures adjourned for two weeks early in the session to allow the Senate Committee on Finance and Assembly Committee on Ways and Means to work full-time on the review of proposed state agency budgets. During this same period, the remaining “morning” committees of the Legislature held hearings on bills and other legislative matters in the Las Vegas area. Beginning in 1999, the two “money” committees have conducted informational hearings in Carson City as a subcommittee acting under the auspices of the *Legislative Commission* during the two weeks immediately preceding the start of session.

In the case of a disagreement between the two houses with respect to the time of the Legislature’s final adjournment, the Governor is constitutionally empowered to adjourn the Legislature to such a time as deemed proper, but not, however, beyond the time fixed for the meeting of the next Legislature.⁸

Legislative Leadership

LEGISLATIVE OFFICERS: SENATE

To perform their proper roles efficiently, the two houses of the Nevada State Legislature are authorized by the state constitution to choose their own officers (except for the *President of the Senate*). They also may determine the rules of their proceedings, punish their members for disorderly conduct, and, with the concurrence of two-thirds of all the members elected, expel a member.⁹ From tradition and experience, both houses have created internal administrative structures that closely parallel one another. There are, however, certain differences in terminology and the assignment of responsibility that distinguish the two houses.

The Lieutenant Governor is the Senate’s *presiding officer*, sitting as the President of the Senate. The Lieutenant Governor is elected by the public for a four-year term in November of even-numbered years between presidential elections and is the first in line of succession to the governorship. The Lieutenant Governor presides over the Senate but is not a member of it; cannot vote on any question, except to break a tie vote; and is not permitted to vote on any measure (bill or joint resolution).¹⁰

The President calls the Senate to order, chairs the conduct of business before the body, is responsible for the maintenance of decorum in the chamber, and has the general direction of the Senate chamber. In addition, the President recognizes Senators during debate; decides questions of parliamentary procedure, subject to appeal to the whole Senate; and signs all acts, addresses, joint resolutions, writs, warrants, and subpoenas.¹¹

The *President pro Tempore* presides over the Senate in the absence of the President. Unlike the President, the President pro Tempore is a member of the Senate and elected by it. As a Senator, the President pro Tempore may vote on all issues, may enter into debate by relinquishing the chair, and exercises all of the powers and responsibilities of the President.¹² Under the *Nevada Constitution*, the President pro Tempore is the second in line of succession to the governorship, immediately after the Lieutenant Governor.¹³

If both the President of the Senate and the President pro Tempore are absent or unable to discharge their duties, the Standing Rules of the Senate stipulate that the Chair of the Standing Committee on Legislative Operations and Elections or, if this officer is absent, the committee's Vice Chair should preside. In the event that none of the designated officers is able to preside, the rules provide for the Senate to elect one of its members as the presiding officer for that occasion.¹⁴

The Secretary of the Senate is elected by the members of the Senate to serve as Administrative Officer, Parliamentarian, and ex officio member of the Committee on Legislative Operations and Elections. Responsible to the *Majority Floor Leader*, the Secretary coordinates the daily activities of floor sessions, reads official communications to the body, calls roll, tabulates votes, edits the *Journals and Histories of the Senate*, records all floor action, oversees the processing of bills and resolutions, and signs all acts passed by the Legislature. The Secretary also interviews and recommends to the Committee on Legislative Operations and Elections persons to be considered for employment by the Senate and supervises a cadre of assistant clerks and secretaries. At the end of each working day, unless otherwise ordered by the Senate, the Secretary transmits to the Assembly those bills and resolutions upon which the next action is to be taken by that body.¹⁵

The Sergeant at Arms of the Senate is responsible for keeping order in and around the chamber, ensuring that only authorized persons are permitted on the floor, and handling other duties as directed by the Majority Floor Leader. The Sergeant at Arms is also responsible to maintain the Senate's chamber, private caucus room, kitchen, and meeting rooms for committees.¹⁶ The Assistant Sergeant at Arms acts as the Senate doorkeeper, preserves order in the Senate chamber, and provides other assistance to the Sergeant at Arms.¹⁷

In addition to these major Senate officers, there are a number of employees hired to perform miscellaneous functions. Secretaries, clerks, and other *attachés* are appointed to their positions via a one-house resolution. Both houses have such employees, appointed in exactly the same manner. The number of officers and employees of the Senate and the Assembly is determined each session by each respective house.¹⁸

LEGISLATIVE OFFICERS: ASSEMBLY

The presiding officer of the Nevada Assembly is the *Speaker*. Unlike the President of the Senate, the Speaker of the Assembly is elected from among the membership of the Assembly. The Assembly Standing Rules provide that the Speaker shall, among other things: (1) preserve order and decorum and have general direction of the chamber; (2) decide all questions of order, subject to each member's right to appeal; (3) have the right to assign the duties of the Chair to any member for up to one *legislative day*; (4) have the power to accredit the persons who act as representatives of the news media and assign their seats; (5) sign all bills and resolutions passed by the Legislature and all subpoenas issued by the Assembly or any committee thereof; and (6) vote on final passage of a bill or resolution. The Speaker is not required to vote in ordinary legislative proceedings except when such a vote would be decisive. In all yea and nay votes, the Speaker's name is required to be called last.¹⁹ The Speaker is third in the line of succession to the governorship, behind the Lieutenant Governor and President pro Tempore of the Senate.²⁰ The tenures of the President pro Tempore and the Speaker continue beyond the end of the session and until their successors are designated after the general election.²¹

It has been customary for the Assembly to elect a *Speaker pro Tempore* to preside in the temporary absence of the Speaker. This officer's duties are comparable to those of the President pro Tempore of the Senate, exclusive of the right of succession to the governorship. Assembly Standing Rule 1 requires that if a permanent vacancy occurs in the office of Speaker, the Assembly shall select a new Speaker.²²

The *Chief Clerk* is elected by the members of the Assembly to serve as Administrative Officer, Parliamentarian, and ex officio member of the Committee on Elections, Procedures, Ethics, and Constitutional Amendments. Responsible to the *Speaker*, the Chief Clerk coordinates the daily activities of floor sessions, reads official communications to the body, calls roll, tabulates votes, edits the *Journals and Histories of the Assembly*, records all floor actions, oversees the processing of bills and resolutions, and signs all acts passed by the Legislature. The Chief Clerk also interviews and recommends to the Committee on Elections, Procedures, Ethics, and Constitutional Amendments, persons to be considered for employment by the Assembly and supervises a cadre of assistant clerks and secretaries. At the end of each working day, unless otherwise ordered by the Assembly, the Chief Clerk transmits to the Senate those bills and resolutions upon which the next action is to be taken by that body.²³

The Sergeant at Arms of the Assembly is responsible for keeping order in and around the chamber, ensuring that only authorized persons are permitted on the floor, and handling other duties as directed by the Speaker and Chief Clerk. The Sergeant at Arms is also responsible to maintain the Assembly chamber, private caucus room, and

kitchen.²⁴ The Assistant Sergeant at Arms acts as the Assembly doorkeeper, preserves order in the Assembly chamber, and provides other assistance to the Sergeant at Arms.²⁵

The law permits the Senate and Assembly to invite ministers of the different religious denominations to officiate alternately as chaplains of the respective houses.²⁶ By custom, the chaplains are usually selected from the local clergy association. Occasionally, however, ministers from other locations or legislators themselves serve as chaplains.

FLOOR LEADERS

In addition to the formal leadership in the two houses of the Legislature, the partisan nature of the chambers makes it necessary to use party leadership positions to manage the legislative workload. In both houses, *Majority* and *Minority Floor Leaders* of their respective parties are selected during party caucuses, and their election is announced from the floor of the houses. The Senate and Assembly also have, by custom, established the positions of Assistant Majority Floor Leader, Assistant Minority Floor Leader, Majority *Whip*, and Minority Whip. The Senate established an Assistant Majority Whip to its leadership prior to the 1997 Legislative Session. House leaders are not legal officers of the houses, since their offices do not exist under provisions of law.²⁷ In Nevada, the Senate Majority Floor Leader is the actual leader of the Senate, with powers similar to those of the Speaker of the Assembly.

Usually, the Assistant Majority Floor Leader in each house *refers* to committee those bills that are received from the other house and works closely with the presiding officer on parliamentary operations involving legislation being considered on the floor. Thus, a thorough knowledge of parliamentary procedure is an important attribute of a competent Majority Floor Leader.

Floor leaders are party officials in the Legislature and are responsible for maintaining party discipline in their respective houses. Straight party voting is relatively uncommon in the Nevada State Legislature, as members customarily exercise wide latitude in voting. But in certain critical areas (as in the organization of the Assembly), the Majority and Minority Floor Leaders are expected to call a caucus to determine their party's stance on an issue. Once a position is agreed upon, the floor leaders act as "whips" to solidify partisan support for the caucus decision. The tenure of the floor leaders extends during the interim between regular sessions of the Legislature and until the election of their successors after the general election.²⁸

Procedure and Order of Business in the Senate and Assembly

The Senate and the Assembly function in accordance with constitutional and statutory provisions as well as standing rules.

The Senate and Assembly rules stipulate that *Mason's Manual of Legislative Procedure* shall govern in all cases in which it is not inconsistent with the Standing Rules and orders and the Joint Rules of the two houses.²⁹

Under the Standing Rules of the Senate, precedence of authority is outlined within *Mason's Manual of Legislative Procedure*, Sec. 4.2.

Under the Standing Rules of the Assembly, precedence of parliamentary authority is as follows:

1. The *Nevada Constitution*.
2. The *Statutes of Nevada*.
3. The Standing Rules of the Assembly and the Joint Standing Rules of the Senate and Assembly.
4. *Mason's Manual of Legislative Procedure*.³⁰

The Secretary of the Senate and the Chief Clerk of the Assembly serve as parliamentarians for their respective houses.

Under the rules of the Senate, the President calls the chamber to order at 11 a.m. each day of sitting unless the Senate has adjourned to some other day and hour.³¹ The Assembly also meets daily at 11 a.m., unless it has previously adjourned to some other hour.³²

Quorum

The *Nevada Constitution* states that a majority of all members elected to each house constitutes a *quorum* to transact business. However, a number smaller than this quorum may adjourn from day to day and may compel the attendance of absent members.³³

Order of Business

Each house has an official order of business incorporated into its Standing Rules. In the Senate, the proposed order of business for the 2007 Session is as follows:

1. Roll Call.
2. Prayer and Pledge of Allegiance to the Flag.
3. Reading and Approval of the Journal.
4. Reports of Committees.
5. Messages from the Governor.
6. Messages from the Assembly.
7. Communications.
8. Waivers and Exceptions.
9. Motions, Resolutions, and Notices.

10. Introduction, First Reading, and Reference.
11. Consent Calendar.
12. Second Reading and Amendment.
13. General File and Third Reading.
14. Unfinished Business.
15. Special Orders of the Day.
16. Remarks from the Floor; Introduction of Guests.³⁴

On the Assembly side, the order of business varies slightly:

1. Call to Order.
2. Reading and Approval of Journal.
3. Presentation of Petitions.
4. Reports of Standing Committees.
5. Reports of Select Committees.
6. Communications.
7. Messages from the Senate.
8. Motions, Resolutions, and Notices.
9. Introduction, First Reading, and Reference of Bills.
10. Consent Calendar.
11. Second Reading and Amendment.
12. General File and Third Reading.
13. Unfinished Business of Preceding Day.
14. Special Orders of the Day.
15. Remarks from the Floor, Limited to Ten Minutes.³⁵

Each item in the official order of business is considered as the house progresses through the day’s program of business. From time to time, however, members may request that the presiding officer turn to items of business that are out of the usual order.

THE LEGISLATURE IN ACTION: A BILL BECOMES A LAW

The steps through which a bill progresses toward enactment are outlined in a chart entitled “Nevada’s Legislative Process,” which is located in Appendix C at the end of this manual. The following discussion provides a brief overview of the process. The 2005 Regular Session of the Nevada State Legislature considered 1,107 bills—580 from the Assembly and 527 from the Senate. Of this total, 513 bills were approved. The Governor signed 510 bills and *vetoed* 3 bills. During the 22nd Special Session, 12 bills were introduced. Of these, 11 bills were enacted into state law.³⁶

Organizing the Legislature

When the Legislature convenes in February of odd-numbered years, there are no operative rules and, in the Assembly, no presiding officer. The Secretary of State calls

the Assembly to order at the beginning of a session and appoints a Temporary Chief Clerk. After *call to order*, the Secretary of State appoints temporary Committee on Elections, Procedures, Ethics, and Constitutional Amendments, which examines the election certificate of each member of the Assembly and recommends the seating of legislators whose certificates are in order. Once the members of the Assembly have been sworn in by the Chief Justice of the Supreme Court, the Secretary of State customarily asks for nominations for Speaker. Since the speakership is usually predetermined in caucus, by tradition, the procedure is to nominate only one candidate, who is elected unanimously. The Secretary of State then turns the chair over to the new Speaker, who proceeds to conduct elections for Speaker pro Tempore and Chief Clerk of the Assembly.³⁷ After the Assembly is organized and standing rules are adopted, committees are appointed to inform the Senate and Governor that the Assembly is ready for business.

On the Senate side, the Lieutenant Governor presides over the chamber as President, in accordance with the provisions of the *Nevada Constitution*. With the exception of the election of a presiding officer (which is dispensed within the Senate), the procedures parallel those of the Assembly. The major difference is that the Senate is not an entirely new body. As near as is possible to one-half of the Senators are elected at each general election, the remainder serving in a holdover capacity.

In recent years, the *State of the State Address* by the Governor has been given to a joint gathering of the members of the Senate and Assembly prior to the start of the session. The text of the message is then officially accepted on the first day of the session. In this message to the Legislature, the Governor outlines the major problems confronting the state and proposes legislative solutions for the consideration of the houses. Under usual circumstances, the speech highlights the most important elements of the Governor's party's legislative program. It constitutes the "action" *agenda* of the session, for even if the legislative majority party is not of the same political persuasion, the Governor's message will delineate the significant sphere of issues to be resolved.

Long before the Legislature convenes in February, the legislative process is set in motion in subtle and frequently intangible ways. Social problems enter the forum of public debate and, through the exchange of ideas among the citizenry, certain opinions and issues are given the impetus needed to find expression in the legislative arena. Contending positions on public questions are identified, and proposed solutions to problems and conflicts are advocated in the press, among the people, in the academic community, within various interest groups, and among concerned governmental agencies and officials. But whatever the source of an idea for resolving a civic issue, that idea must be translated into a concrete legislative proposal for action—a bill or resolution—before it can formally enter the legislative forum for consideration.

In Nevada, only members of the Legislature or standing committees from either house can introduce legislation. Advocates of proposed legislation must secure a

legislator *sponsor* in order to see their ideas enacted into law. Once a sponsor is obtained, a proposal may then be drafted in the form of a bill or a resolution, whichever is appropriate to the matter under consideration. Much of the proposed legislation is initiated by the legislators themselves.

Catastrophic Emergencies

The Legislature has established a plan for the continuation of state and local governmental operations in the event of a catastrophic emergency. The Governor must first determine that the provisions in the *Nevada Constitution* and the *Nevada Revised Statutes* are not able to provide for a sufficiently expedient continuity of government and temporary succession of power as a result of vacancies in office created by the catastrophic emergency.³⁸ Under the plan, if vacancies occur in more than 15 percent of the seats in either house of the Legislature (six in the Assembly or three in the Senate) as a result of a catastrophic emergency, the remaining legislators available for duty constitute the Legislature and have full power to act in separate or joint assembly by majority vote of those present. Legislative measures may be approved in the same proportion necessary as if the entire Legislature were present. Any requirement for a quorum must initially be suspended and adjusted as vacant offices are filled. The Legislature may meet at a location other than the location the legislative body ordinarily meets (Carson City), if the legislative body determines that such a change is needed due to safety and related concerns.

Bill Drafting

Before starting its journey through the Legislature, each piece of proposed legislation must be drafted in suitable form and terminology. Under law, this function for the Nevada State Legislature is performed by bill drafters employed by the Legislative Counsel.³⁹ The Legislative Counsel and bill drafting staff provide legal services on a 12-month basis at no charge for all legislators, regardless of political party. The service is confidential, and contents of proposed legislation will not be divulged to anyone without the express consent of the sponsor or sponsors.

After obtaining the facts and objectives from a sponsor, the bill drafter must translate the information into proper legal terminology, form, and style. The bill must be coherent, concise, understandable, and free of ambiguity; it must be checked for conformance with the *U.S. Constitution* and the *Nevada Constitution*; court decisions relevant to the legislation must be checked; and the Nevada statutes must be studied to ascertain whether there are conflicts. To the extent practicable, the Legislative Counsel shall cause each bill or joint resolution introduced in the Legislature to include a digest. The digest must be printed on the bill immediately following the *title* of the bill.⁴⁰ However, before making anything other than technical changes in proposed legislation, the Legislative Counsel must obtain the consent of the sponsor of the bill.⁴¹ In addition, the bill drafter must check the measure for compliance with the provision

in the *Nevada Constitution* that requires that each law enacted by the Legislature must be limited to one subject area.⁴²

The Legislative Counsel, insofar as it is possible, processes legislators' bill drafting requests in the order in which they are received. However, legislators may designate different drafting priorities for their own bills and resolutions. Bill drafting requests from the chairs of committees cannot take precedence over the Legislative Counsel's processing order except where urgency is recognized.⁴³

In addition to drafting bills for legislators, the Legislative Counsel also prepares bills for the Executive Branch when authorized by the Governor or a designated staff member.⁴⁴ The Legislative Counsel also prepares legislative measures requested by the Supreme Court, which are transmitted to the Chair of the Committee on Judiciary of each house at the next regular session.⁴⁵ Authorization for bill drafts on behalf of state constitutional officers, the Board of Regents of the University of Nevada, local governments, school districts, and other groups are also specified in statute.⁴⁶ Appendices A and B provide a general overview of the statutory limitations and deadlines for *bill draft requests*.

After November 1 of the year preceding the next regular session, full priority is given to legislative members' requests for bill drafting, and the Legislative Counsel is not permitted to prepare any proposed legislation during any regular session of the Legislature except as authorized by statute or joint rule of the Legislature.⁴⁷ On July 1 of the year preceding the next regular session (and each week thereafter until adjournment of the Legislature), the Legislative Counsel prepares a list of all requests received for the preparation of measures to be submitted to the Legislature.⁴⁸

Prefiling of Bills

A majority of states, including Nevada, authorize the prefiling of bills. Prefiling allows drafted bills and joint resolutions, upon the approval of the primary sponsor, to be numbered, printed and made available for public review, and scheduled for hearing before the start of session. On the first day of session, these measures are formally introduced and referred to committee. Prefiled bills and resolutions could be heard in committee as early as the second or third day of session. The process of prefiling is designed to help expedite the review of a significant number of bills early in the session.

The statutory provisions regarding prefiling are found in NRS 218.277 through NRS 218.279. These provisions were added to state law in 1973 but apparently were not used because Nevada did not have full-time staff for the Senate and Assembly until after the 1983 Session. After establishing a subcommittee to study the procedures required to prefile bills, the Legislative Commission, in 1994, authorized that prefiling be initiated for the first time in Nevada.

Fiscal Notes

A *fiscal note* is a document that details the fiscal effect of certain bills, resolutions, and ballot questions and is attached to or becomes a part of the bill, resolution, or ballot question. An example of a fiscal note may be found in Appendix D. The statutory provisions regarding fiscal notes are found in NRS 218.272 through NRS 218.2758, inclusive. A bill or joint resolution is required to have a fiscal note if it meets any of the following criteria: (1) creates or increases a fiscal liability or decreases revenue for the state government by more than \$2,000; (2) has an adverse fiscal effect on any local government; or (3) increases or provides for a new term of imprisonment or makes release on parole or probation less likely.⁴⁹ Information regarding the necessity of a fiscal note for a bill or resolution can be found in the *summary*.⁵⁰ All ballot questions have fiscal notes.⁵¹

When a bill or resolution is drafted, the Legislative Counsel consults with the Fiscal Analysis Division of the Legislative Counsel Bureau to determine if a fiscal note is required. If the requester is a legislator, the Fiscal Analysis Division then informs the legislator requesting the bill draft that a fiscal note is required and requests permission to begin preparing the fiscal note. If the legislator does not give permission, the preparation of the fiscal note is started automatically upon *introduction* of the bill. Although a bill can be introduced without a fiscal note, the legislative committees may not vote on a measure that requires a fiscal note until the fiscal note is attached.⁵²

Any legislator may request that a fiscal note be done on any bill while it is before the house of the Legislature to which the legislator belongs. Upon receiving the request, the presiding officer of the full house or the committee may direct the Fiscal Analysis Division to obtain the requested note.⁵³ A fiscal note is required only on the original bill or joint resolution unless an amendment by either house invalidates the original fiscal note and the presiding officer directs the Fiscal Analysis Division to obtain a new one showing the effect of the amended bill or joint resolution.⁵⁴

During the preparation of the fiscal note, the Fiscal Analysis Division releases the contents of a bill on a need-to-know basis only and does not release the name of the party requesting the bill. State agencies have five working days from the date of request to prepare the fiscal information, send it to the Department of Administration for review and comments, and return it to the Fiscal Analysis Division. The Fiscal Analysis Division may grant up to a ten-day extension if the subject requires extensive research.⁵⁵ Fiscal information prepared by the Judicial Branch, the Legislature, or other nonexecutive branch agencies is returned directly to the Fiscal Analysis Division and is not subject to administrative review. Local government fiscal notes are compiled by the Fiscal Analysis Division based on the fiscal note provided by appropriate local government agencies.⁵⁶

Introduction and First Reading

After a bill has been drafted, it is ready for introduction in the Legislature. Only legislators and standing committees are authorized to introduce a bill. Under the *Nevada Constitution*, any bill may originate in either house, and all bills passed by one may be amended in the other.⁵⁷ This is a significant departure from the practice in the United States Congress, where bills raising revenue must originate in the House of Representatives. But in Nevada, as in Congress, bills originating in one house must be sponsored by a member of that house. Joint sponsorship of legislation by standing committees and by one or more legislators from one or both houses (Senate and Assembly) is authorized.⁵⁸

The Senate and the Assembly have joint rules that place a time and number limit on legislators' requests for the drafting of bills and resolutions. After a regular legislative session has convened, each member of the Assembly is entitled to two, and each Senator is entitled to four, requests for the drafting of a bill that must be submitted by the eighth calendar day of session.⁵⁹ The number of requests for bills by standing committees is also limited, and these requests must be submitted by the nineteenth calendar day of session.⁶⁰ Emergency bills may be authorized by the Majority Floor Leader of the Senate, the Speaker of the Assembly, the Minority Leader of the Senate, and the Minority Leader of the Assembly.⁶¹ All bill draft requests must be introduced no later than ten calendar days after initial delivery.⁶² Appendix A provides an overview of the deadlines for introduction and passage of legislation.

All bills in Nevada, except for those placed on a *consent calendar*, are required by the *Constitution* to be read by sections in each house on three separate days. In an emergency, two-thirds of the house where a bill is pending may order this rule dispensed with on the *first* and *second readings*, but a bill must be read by sections on its final passage.⁶³ To comply with the constitutional requirements, the houses have first, second, and *third readings* on every bill and joint resolution. However, because of the volume of bills processed through the chambers, time considerations have necessitated a liberal interpretation of the meaning of the phrase "to read by sections." At the time the constitution was framed, printed bills were not available to each legislator for analysis, so three full readings permitted a greater study and understanding of a bill's contents and any amendments added to it prior to the vote on final passage. Today, of course, bills are readily available with the latest amendments incorporated into their texts.

The *first reading* in both houses is for information only.⁶⁴ When the bills are introduced and first read, they are delivered by a legislator or legislative page to the desk of the Secretary or Chief Clerk, as the case may be, who assigns numbers to the bills and gives them first reading by *title*. In the Assembly, a motion is usually made for referral to committees by the introducer. In the Senate, bills and resolutions are usually referred to committees with jurisdiction over measures affecting specific

titles and chapters of NRS as prescribed in its Senate Standing Rule 40. Although the introducer normally makes a motion to *refer* a bill to a particular committee, on occasion, different committees may be proposed from the floor. In such instances, the whole house votes on the question. (When a bill introduced and passed in the first house is presented to the other house, it is the Assistant Majority Floor Leader in the Senate and the Majority Floor Leader in the Assembly who refer it to committee.) Shortly thereafter, a duplicate copy must be referred to the Legislative Counsel for photocomposition and filing.⁶⁵ By the following day, printed copies of the bills or resolutions are inserted in the bill books of all members of the Legislature, and the official copies are delivered to the Secretary or Chief Clerk. Immediately thereafter, the official copies are delivered by receipt to the chairs of the committees to which the bills or resolutions were referred.

Committees

STANDING COMMITTEES

Each house of the Nevada State Legislature has its own *standing committees*, the members of which are appointed (Assembly) or announced (Senate) by the presiding officer in accordance with current standing rules.⁶⁶ The number of members is determined by these rules, and many times there are changes made, especially in the Assembly, at the beginning of each session. In the Senate, the composition and leadership of the committees is usually determined in party caucuses. In the Assembly, the Speaker, who is usually a member of the majority party, makes the committee appointments, and uses such appointments as part of the campaign to be Speaker. The Speaker also designates the Chair and Vice Chair of each committee.⁶⁷ Usually, minority party memberships in Assembly committees are determined in caucuses of the minority party, and the Speaker appoints the members as agreed to in such caucuses. With some exceptions, the general practice is for the majority party to have a bare majority of the members in each committee (or most committees) when total membership of a house is closely divided between both political parties. When there is a substantial margin of majority party members, however, this practice has been modified to allow a predominance of majority party members on each standing committee. Basic rules for the functioning of committees are contained in the standing rules of the houses and *Mason's Manual of Legislative Procedure*, which has been adopted by both houses as the basis of parliamentary practice in all cases in which it is applicable and in which it is not inconsistent with the standing rules of the houses.⁶⁸

The names and memberships of Senate and Assembly standing committees for the 2007 Session are listed in Chapter I of this manual.

Committees are the workshops of the Legislature. Visitors to the two chambers are often amazed at the rapidity with which business is dispatched, little realizing that long hours in committee sessions have transpired prior to any floor action on a bill. It is in

committee that hearings are held, testimony from interested parties is taken, and bills are analyzed line by line for their legal and social merits.

Committees make several types of recommendations on legislative measures that come before them for consideration. A committee of either house may report a bill back to the whole house with a: “Do pass”; “*Amend*, and do pass, as amended”; or a “Do pass, as amended” recommendation. Such recommendations mean that a committee considers a bill to have sufficient merit to justify its enactment, either as introduced or with appropriate amendments. Other recommendations concerning a bill include: (1) a report that the bill be passed and rereferred or amended and rereferred to a specified committee; (2) “Do not pass” (in which case the committee is recommending its rejection by the whole house); and (3) “Do pass, and place on consent calendar.” This last procedure is discussed later under the heading “Consent Calendar.”

A standing committee of either house may report a one-house or concurrent resolution back to the floor with a “Be adopted” recommendation. Resolutions may be amended and/or rereferred by recommendation as well. A “Do not adopt” recommendation means the committee could not reach a conclusion and reported it out for consideration by the whole body.

A committee may also report a bill or resolution “Without recommendation,” or “Amend, but without recommendation,” which means that the committee was unable to reach a conclusion on what it believes should be the action to be taken by the whole house.

Three Assembly rules (46, 47, and 48) require that records be kept of committee votes on bills or resolutions and of committee proceedings. Furthermore, these records, minutes, and documents are required to be filed in the offices of the Legislative Counsel Bureau upon adjournment sine die. Senate Rule 53 requires that minutes and complete records of all bills be maintained.

Standing committees may perform other functions besides considering legislation. For example, Senate Rule 54 encourages each standing committee of the Senate to plan and conduct a general review of selected programs of state agencies or other areas of public interest within the committee’s jurisdiction.

COMMITTEE OF THE WHOLE

In addition to standing committees, which continue in existence throughout a session, there are two other types of committees used by the Legislature in Nevada—committees of the whole and select committees. A committee of the whole is a committee composed of the entire membership of one of the houses. It is usually convened so that the house can consider proposed legislation informally, without being bound by the requirements on formal consideration set out in the *Nevada Constitution*,

statutes, and legislative rules. Such restrictions include limitations on debate and the necessity for maintaining a quorum. It is a procedural device for expediting house action. When the Senate forms itself into a committee of the whole, the Majority Leader names a Chair to preside over the committee. In the Assembly, the Speaker names a Chair to preside. A committee of the whole is a temporary, or “ad hoc,” committee. At the conclusion of its deliberations, the committee of the whole (through its Chair) normally reports its recommendations back to the house for formal action, in the same manner as standing or select committees.⁶⁹

SELECT COMMITTEES AND CONFERENCE COMMITTEES

Select committees are also temporary committees appointed for a special purpose, which may be the consideration of a particular bill or the performance of a ceremonial function (e.g., a committee on escort for a visiting dignitary). In Nevada, bills of application or primary concern to particular localities are sometimes referred to select committees composed of the legislative delegation from the area affected.

A particularly important type of select committee is the conference committee. Whenever a bill is passed by both houses in differing forms because of amendments added by one of the houses, and the two houses cannot agree on identical language for the bill in question, each house appoints a number of conferees to meet with conferees of the other house to seek a resolution of the differences existing in the two versions of the bill. In a conference committee, the conferees of one house may agree to amendments adopted in the other house or *recede* from the amendments adopted by their chamber. Conferees may also decide that new amendments or even new bills are necessary to reach accord. A conference committee may consider the whole subject matter of a bill without restriction to the points in dispute and may make any changes it deems appropriate. Once the conferees reach an agreement, they report back to their respective houses with their recommendations. The report of a conference committee may be adopted by acclamation, and such action is considered equivalent to the adoption of any amendments or changes recommended in the report, but conference reports themselves are not subject to amendment.

The Joint Rules of the Senate and Assembly require that there be no more than two conference committees on any bill or resolution. The rules also require that a majority of the members from each house on a committee be members who voted for passage of the measure. No member who served on the first conference committee for a measure may be appointed to the second.⁷⁰ If agreement cannot be reached by the second conference committee, the bill or resolution is dead.

Committee Hearing

The rules of the Senate require committees to consider all measures referred to them and report thereon.⁷¹ Committees may also initiate legislation within their sphere

of competence. In the Senate, any bill or other matter referred to a committee may be withdrawn from it by a two-thirds vote of the Senate. The Senate rules require that at least one day's notice of a withdrawal motion be given to a committee and specify that no motion for withdrawal is in order on the last two days of the session.⁷²

At a committee hearing, the proponents and opponents of a measure are given an opportunity to present their cases. Testimony may be taken from lobbyists, academicians, public officials, special interest groups, and private citizens. To avoid additional expense and duplication of effort for both witnesses and committee members, joint hearings by committees in both houses may be held.

In the Assembly, when a measure is referred concurrently to two committees, the rules specify that it goes to the first committee named. If the first committee votes to *amend* the bill or resolution, the rules specify that the measure be *reprinted* with amendments and then returned to the first committee or sent to the second committee. If no amendment is proposed by the first committee or if the first committee acts upon the bill or resolution after amendment, the measure must be sent with the committee recommendation immediately to the second committee.⁷³

Witnesses summoned to appear before the Senate or Assembly or any of their committees are compensated at the same rate as witnesses required to attend a court of law in Nevada.⁷⁴ However, witnesses appearing of their own volition do so at their own expense.

As discussed under the heading "Standing Committees," committees may or may not report bills out to the floor of the houses for further action, and they may report them out with a variety of recommendations. When a committee reports a bill and recommends a certain disposition of it, the bill is then placed on the *second reading* file for the next legislative day.

Notice of Bills, Topics, and Public Hearings

Both Senate and Assembly rules require that adequate notice be provided on bills, resolutions, and public hearings.⁷⁵ Notices must include the date, time, place, and agenda to be covered and must be: (1) posted conspicuously in the Legislative Building; (2) published in the daily history; and (3) made available to the news media. Both houses permit suspension of this requirement for an emergency by two-thirds affirmative vote of the committee members appointed.

Consent Calendar

To process bills of a noncontroversial nature in a more efficient and less time-consuming manner, the rules of the Senate and Assembly, as well as the *Nevada Constitution*, provide for the use of consent calendars by both houses of the

Nevada State Legislature. Bills on a consent calendar are considered for final passage and do not require second or third readings.

Standing committees may report a bill out with the recommendation that it be placed on a consent calendar. In the Assembly, a bill may be placed on the consent calendar if it has: (1) been recommended for passage; (2) no amendments recommended for it; and (3) received a unanimous vote by the standing committee to be placed on the consent calendar. The Chief Clerk of the Assembly is required to maintain a list of bills recommended for the consent calendar that must be printed in the daily history. In the Senate, a measure that is recommended both for passage with no amendments and for placement on the consent calendar must be included in the *daily file* listed in the Senate's daily history for at least one calendar day before it may be considered. Measures that contain an appropriation, require a two-thirds vote, or are controversial in nature are not eligible for the Senate's consent calendar.

The standing rules of both the Senate and the Assembly require that a bill on a consent calendar must be transferred to the second reading file if any member objects to the bill's inclusion on the consent calendar or requests such bill's removal from the consent calendar.⁷⁶

Second Reading

Committees cannot amend bills; they can only suggest amendments for adoption by their respective houses. In fact, the rules of both chambers specify that a bill cannot be amended until read twice. Assembly rules require that bills be read the second time on the first legislative day after reported from committee unless a different day is designated by motion.⁷⁷ If the committee recommends amendment or individual legislators propose amendments, copies of the amendments must be made available to all members prior to actual adoption or rejection of the amendments proposed.⁷⁸ Although the Senate rules are silent on this point, the practice is generally the same.

On second reading, the Secretary or Chief Clerk usually reads the history of the bill, its title, the various sections by number only, and the amendments by number only. In the Senate, the Secretary begins reading the amendment. A senator will move to dispense with reading of the amendment. Assembly rules require, however, that amendments be read in full if a member so moves.⁷⁹ Committee amendments or amendments from individual legislators are then adopted or rejected by simple majority vote of the members present and voting. Voting on amendments is normally by voice vote, although other methods, including *roll calls*, may be employed on demand of three members present or in order to determine the prevailing side.⁸⁰ If a bill is amended on second reading, the presiding officer orders the bill reprinted, engrossed, and placed on the *general file* for third reading and final action.

General File and Third Reading

At the end of each day's session, the bills or joint resolutions placed on the general file for third reading and final passage are posted on the Nevada State Legislature's Web site (<http://www.leg.state.nv.us/>), and along with the second reading file and committee notices, the general file is printed in the daily history. When the order of business "general file and third reading" is reached on the following day, the bills are considered in their proper order, unless a motion is made and approved to move certain bills to a different position on the general file. The Secretary or Chief Clerk reads the bill by title, enacting clause, and each section.⁸¹ If new amendments are proposed and adopted, the process stops immediately, and the bill is sent back for reprinting and goes through the reprinting and *engrossment* process once more. If there are no amendments, the merits of the bill are discussed and then the roll is called.⁸²

In debate, a legislator rises and addresses the chair ("Mr. or Madam Speaker," "Mr. or Madam President"). The legislator is expected to observe decorum at all times, speak only on the subject under consideration, and avoid all references to personalities.⁸³ To be entitled to the floor, a speaker must be recognized by the presiding officer, and when two or more legislators rise at the same time, it is the prerogative of the presiding officer to name the one to speak first. In doing so, it is customary to give preference to the mover or introducer of the subject under consideration.⁸⁴

In debate, a legislator may not speak more than twice during the consideration of any one question on the same day, except for explanation, nor a second time without leave of the body when others who have not spoken desire the floor. Incidental or subsidiary questions are not considered the same question.⁸⁵ In closing debate, the author of the bill, resolution, or main question customarily has the privilege of speaking last, unless the previous question has been sustained.⁸⁶

In order for a bill or joint resolution to pass, the *Nevada Constitution*⁸⁷ requires that a majority of the members elected vote for the measure. Bills or joint resolutions which create, generate, or increase public revenue through taxes, fees, or similar mechanisms require approval by *two-thirds* of the members unless the measure is referred to the voters by a majority vote. All votes on final passage are by roll call and are recorded in the journal of the chamber taking the action. If the bill passes, it is transmitted to the other house after adjournment for the day unless it cannot be transmitted immediately because notice of reconsideration is given on the day on which the bill is passed.

Notice of reconsideration must be made by a legislator voting on the prevailing side on the same day on which the final vote was taken. Reconsideration itself may not take place on the day on which the final vote was taken, except by unanimous consent, since normally one day's notice of a member's desire to reconsider a bill must be given. A motion to "indefinitely postpone" may not be reconsidered. Motions to reconsider

a vote upon amendments may be made immediately after the vote.⁸⁸ Finally, motions to reconsider have precedence over every other motion, except a motion to adjourn.⁸⁹

After a bill has passed on third reading and been transmitted to the other house, the house of origin has relinquished control over the measure. To take further action on it, the house of origin must either petition the other chamber, through a concurrent resolution, to return the bill or wait until it has finally passed in the other house and is returned for final disposition.⁹⁰

In the Other House and Conference Committees

Each bill must go through the entire process all over again when it is transmitted to the other house. If a bill is passed by the other house without amendment, it is sent back to the originating house for final *enrollment* (preparation for final printing by the Legislative Counsel) and delivery to the Governor. If the other house amends the bill, then it is necessary for the originating house to *concur* or not to concur with the amendments. If the originating house concurs in the amendments, the bill is ready for enrollment. If it does not concur and the other house does not recede, the bill must go to a conference committee, composed of an equal number of members from the Senate and the Assembly, for settlement of its final form.

Deadlines for Legislation

Prior to each session, the Legislative Commission's Committee to Consult with the Director considers methods of improving the operation of the session.⁹¹ The recommendations of the Committee to the next Legislature may affect many procedural rules, including limitations on the number of bills that may be requested; deadlines for the submission, introduction, and passage of legislation; and the procedure for obtaining waivers. These procedures are generally contained in the Joint Rules of the Senate and Assembly, the Senate Standing Rules, and the Assembly Standing Rules, which are adopted at the beginning of each session.⁹² Appendix A provides an overview of the deadlines for introduction and passage of legislation.

Measures within the jurisdiction of the Senate Committee on Finance or the Assembly Committee on Ways and Means; bills required to carry out the business of the Legislature; and joint, concurrent, or simple resolutions are generally exempted from these limitations.⁹³ Also exempt are emergency requests submitted by the Majority Leader of the Senate, the Speaker of the Assembly, and the Minority Leaders in the Senate and the Assembly.⁹⁴

Enrollment

After a bill has passed both houses in identical form, it is transmitted by the Secretary of the Senate or the Chief Clerk of the Assembly (depending upon the house

in which the bill originated) to the Legislative Counsel to be enrolled.⁹⁵ The Legislative Counsel then prepares the passed bill for the final printing. The Legislative Counsel embosses the first page of the bill with the legislative seal to designate the copy as the original.⁹⁶ It is inserted in a white cover, which contains blanks for the signatures of the President and Secretary of the Senate, the Speaker and Chief Clerk of the Assembly, the Governor, and the Secretary of State. After final printing, the bill is returned to the Legislative Counsel, who compares the enrolled copy with the engrossed copy. If the enrolled bill is found to be correct, the Legislative Counsel presents the measure to the proper legislative officials for their signatures.⁹⁷ The bill is then delivered by the Legislative Counsel, or that person's designee, to the Governor for consideration.⁹⁸ Once the Governor signs the bill, it is delivered to the Secretary of State for permanent filing.⁹⁹

Gubernatorial Action

The Governor has the choice of signing bills, vetoing bills, or allowing them to become law without his signature. If the bill is delivered to the Governor with more than five days remaining in the session, the Governor has five days to make a decision. If it is delivered to the Governor with less than five days remaining in the session or after the Legislature has adjourned sine die, the Governor has ten days after sine die to make this decision. The day of delivery and Sundays are not counted for purposes of calculating these five- and ten-day periods. If the Governor vetoes a bill during the session, the measure is returned to the house of origin for further action, and the veto may be either sustained or overridden by a two-thirds vote of the elected members of each house. If the Governor vetoes a bill within ten days after adjournment (day of receipt and Sundays excepted), the bill must be filed, together with the specific objections to it, in the Office of the Secretary of State. When the next session of the Legislature convenes, the Secretary of State must present the vetoed bill to the house of origin for final disposition. If a two-thirds majority of the elected members of each house of the Legislature vote to override any gubernatorial veto on a recorded roll call vote, the measure becomes law despite the veto. If the Governor does not sign or veto a bill in the allotted time, it becomes law without that officer's signature.¹⁰⁰

Effective Date of the Bill

If no specific date is included in a bill to indicate when it will become effective (e.g., "This act shall become effective upon passage and approval" or "This act shall become effective May 1, 2007"), it automatically becomes effective on October 1 of the year in which the bill is passed (October 1, 2007, for this session of the Legislature).¹⁰¹

Adoption or Passage of Resolutions

The *Nevada Constitution* requires that bills and joint resolutions be processed and passed in an identical manner,¹⁰² except that joint resolutions are delivered directly to

the Secretary of State (not the Governor). Joint resolutions amending the constitution are held by the Secretary of State and returned to the next chosen Legislature for reconsideration.¹⁰³ If the next Legislature approves the proposed constitutional amendment, it then must be submitted to the people “in such manner and at such time as the legislature shall prescribe” for a vote.¹⁰⁴ The law currently requires that this opportunity to vote be at the next general election.¹⁰⁵

Concurrent resolutions must be adopted by both houses; they may be adopted by a voice vote, and only a majority of the members present are necessary for the adoption. Concurrent resolutions are not signed by the Governor and are delivered to the Secretary of State for filing.

Senate or Assembly one-house resolutions are adopted by a voice vote by a simple majority of the members present and are enrolled and delivered to the Secretary of State. A recorded vote is required to be taken for both concurrent and one-house resolutions if such is requested by three members present.¹⁰⁶

Petitions and Memorials

From time to time, the Legislature is presented with petitions from various groups and individuals, as well as memorials from other legislatures. Although the essence of these documents may vary from requests to take certain action to expressions of gratitude for courtesies extended, their contents are always made known to the chambers through a statement by the presiding officer or the legislator presenting the material. The petitions or memorials then lie on the table or are referred to committee as deemed appropriate by the chair or the chamber.¹⁰⁷

The right to petition for redress of grievances is a time-honored tradition of our system of government. It is one means by which citizens can voice their opinions on the course of public affairs and, on occasion, have a direct impact on the legislative process.

Nonlegislative Initiatives to Change Statutes or the *Nevada Constitution*

Initiative petitions may be used to amend the *Nevada Constitution* and to enact a new statute or amend an existing law. An initiative petition to amend the *Nevada Constitution*, after the required number of signatures are gathered, is submitted directly to the voters at the next general election. If approved, it must be returned to the next general election for a second approval of the voters before the constitution is officially amended.¹⁰⁸

An initiative petition to enact a new statute or amend an existing law that receives the required number of signatures is transmitted by the Secretary of State to the Legislature as soon as it convenes in regular session. The petition must be enacted

without change or rejected by the Legislature within 40 days. If the proposed statute or amendment to a statute is enacted by the Legislature and approved by the Governor, it becomes law. If it is rejected or is not acted upon by the Legislature within 40 days, the Secretary of State must submit the initiative question to the voters for approval or disapproval at the next general election.

After rejecting the proposed statute or amendment to a statute, the Legislature is authorized to propose an alternative measure on the same subject, which (if approved by the Governor) must also be submitted to the voters. If both provisions (the original initiative question and the alternative measure) are approved, the question receiving the largest number of affirmative votes becomes law. An initiative petition approved by the voters cannot be amended, annulled, repealed, set aside, or suspended by the Legislature within three years from the date it takes effect.¹⁰⁹

DISTINCTION AMONG TYPES OF LEGISLATION

Several types of bills and resolutions may be acted upon by the Nevada State Legislature. Examples of these types of measures are presented in Appendix D of this manual.

Bill

A bill is a draft of a proposed statute, which, to become law, must be passed by both houses of the Legislature on roll call vote and be approved by the Governor.

Skeleton Bill

Skeleton bills may be introduced when, in the opinion of the sponsor and the Legislative Counsel, the full drafting of the bill would entail extensive research or be of considerable length. Such a bill is a presentation of ideas or statements of purpose sufficient in style and expression to enable the Legislature and the committee to which the bill may be referred to consider the substantive merits of the legislation proposed. The committee, if it treats the skeleton bill favorably, must then request the drafting of a completed bill in such detail as would afford the committee the opportunity of considering the legislative ideas proposed in context with all their ramifications.¹¹⁰

Joint Resolution

A joint resolution is passed by both houses in the same manner as a bill. Joint resolutions are used for the purpose of requesting Congress, the President, a federal agency, or members of Nevada's Congressional Delegation to perform some act believed to be in the best interests of the state or nation. The joint resolution is also

employed to amend the *Nevada Constitution* and also to ratify an amendment to the *U.S. Constitution*.¹¹¹

Concurrent Resolution

A concurrent resolution must be adopted by both houses to amend the Joint Rules; express facts, principles, opinions, and purposes of the Senate and Assembly; establish joint committees of the two houses; direct the Legislative Commission to conduct interim studies; resolve that the return of a bill from the other house is necessary and appropriate; and request the return from the Governor of an enrolled bill. It may also be used to memorialize a former member of the Legislature or other distinguished person upon death or to congratulate or commend any person or organization for a significant and meritorious accomplishment. However, any request for drafting a resolution congratulating or commending a person or organization must be approved by the Senate Committee on Legislative Operations and Elections or the Assembly Committee on Elections, Procedures, Ethics, and Constitutional Amendments before submission to the Legislative Counsel.¹¹² A concurrent resolution is acted upon by voice vote unless three members request a roll call vote.

One-House Resolution

Traditionally, a one-house (simple) resolution may be adopted by either house to express an opinion, appoint a committee, express regret on the death of a former member of the Legislature or other person, recognize a meritorious service, commemorate a special day or occasion, appoint attachés, or to provide postage and stationery money for the members. Except when three members request a roll call vote, a one-house resolution is acted upon by voice vote.

ENDNOTES FOR CHAPTER III

- ¹ *Nevada Constitution*, Art. 4, Sec. 2; and Art. 5, Sec. 9.
- ² *Nevada Constitution*, Art. 4, Sec. 2.
- ³ *Nevada Constitution*, Art. 4, Sec. 33.
- ⁴ *Nevada Constitution*, Art. 5, Sec. 9.
- ⁵ *Id.*
- ⁶ *Nevada Constitution*, Art. 4, Sec. 15.
- ⁷ Joint Rule 9, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁸ *Nevada Constitution*, Art. 5, Sec. 11.
- ⁹ *Nevada Constitution*, Art. 4, Sec. 6.
- ¹⁰ *Nevada Constitution*, Art. 5, Sec. 17; Senate Standing Rule 31, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹¹ Senate Standing Rule 1, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹² NRS 218.110 and Senate Standing Rule 2, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹³ *Nevada Constitution*, Art. 5, Sec. 17.
- ¹⁴ Senate Standing Rule 2, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹⁵ NRS 218.140; Senate Standing Rule 3, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹⁶ Senate Standing Rule 4, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹⁷ Senate Standing Rule 5, *ibid.*
- ¹⁸ NRS 218.130 and 218.160.
- ¹⁹ Assembly Standing Rule 1, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ²⁰ NRS 223.080.
- ²¹ Joint Rule 15, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ²² Assembly Standing Rule 1, *ibid.*
- ²³ NRS 218.170.
- ²⁴ NRS 218.160.
- ²⁵ *Id.*
- ²⁶ NRS 218.200.
- ²⁷ The Majority Floor Leader and Minority Floor Leader of each house are, however, cited in NRS 218.221 for the purpose of receiving specified communications expenses.
- ²⁸ Joint Rule 15, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ²⁹ Senate Standing Rule 90, Assembly Standing Rule 90, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ³⁰ Assembly Standing Rule 100, *ibid.*
- ³¹ Senate Standing Rule 10, *ibid.*
- ³² Assembly Standing Rule 10, *ibid.*
- ³³ *Nevada Constitution*, Art. 4, Sec. 13.

- ³⁴ Senate Standing Rule 120, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ³⁵ Assembly Standing Rule 120, *ibid.*
- ³⁶ “Legislative Box Score, 2005 Session of Nevada State Legislature,” *Senate History and Assembly History, Final Volumes*, Nevada State Legislature at Carson City, 73rd Session, 2005.
- ³⁷ NRS 218.100.
- ³⁸ NRS 239C.260.
- ³⁹ NRS 218.240.
- ⁴⁰ NRS 218.249.
- ⁴¹ NRS 218.250.
- ⁴² *Nevada Constitution*, Art. 4, Sec. 17.
- ⁴³ NRS 218.242.
- ⁴⁴ NRS 218.241 and 218.2455.
- ⁴⁵ NRS 218.247.
- ⁴⁶ NRS 218.241, 218.2413, 218.2415, 218.245, and 218.2455.
- ⁴⁷ NRS 218.245.
- ⁴⁸ NRS 218.2475.
- ⁴⁹ NRS 218.272 and 218.2723.
- ⁵⁰ NRS 218.2754.
- ⁵¹ NRS 218.443 and 293.250.
- ⁵² NRS 218.272 and 218.2723.
- ⁵³ NRS 218.2758.
- ⁵⁴ NRS 218.273.
- ⁵⁵ NRS 218.2752.
- ⁵⁶ NRS 218.2723.
- ⁵⁷ *Nevada Constitution*, Art. 4, Sec. 16.
- ⁵⁸ Joint Rule 5, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁵⁹ Joint Rule 14, *ibid.*
- ⁶⁰ As recommended by the Legislative Committee to Consult with the Director; see Joint Rule 14, Standing Rules of the Senate and Assembly, Nevada Legislature, 74th Session, 2007, upon adoption.
- ⁶¹ Joint Rule 14.4, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁶² Joint Rule 14.2, *ibid.*
- ⁶³ *Nevada Constitution*, Art. 4, Sec. 18.
- ⁶⁴ Senate Standing Rule 109, Assembly Standing Rule 109, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁶⁵ NRS 218.280.
- ⁶⁶ Senate Standing Rule 40, Assembly Standing Rule 40, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁶⁷ Assembly Standing Rule 41, *ibid.*
- ⁶⁸ Senate Standing Rule 90, Assembly Standing Rule 90, *ibid.*
- ⁶⁹ Senate Standing Rule 46, Senate Standing Rules 47 and 48, Assembly Standing Rule 1, *ibid.*
- ⁷⁰ Joint Rule 1, *ibid.*
- ⁷¹ Senate Standing Rule 43, *ibid.*
- ⁷² Senate Standing Rule 50, *ibid.*

- ⁷³ Assembly Standing Rule 52, *ibid*.
- ⁷⁴ Senate Standing Rule 140, Assembly Standing Rule 140, *ibid*.
- ⁷⁵ Senate Standing Rule 92, Assembly Standing Rule 92, *ibid*.
- ⁷⁶ *Nevada Constitution*, Art. 4, Sec. 18; Senate Standing Rule 110, Assembly Standing Rule 111, *ibid*.
- ⁷⁷ Assembly Standing Rule 110, *ibid*.
- ⁷⁸ Senate Standing Rule 113, Assembly Standing Rule 110, *ibid*.
- ⁷⁹ Assembly Standing Rule 110, *ibid*.
- ⁸⁰ Senate Standing Rule 30, Senate Standing Rule 32, Assembly Standing Rule 30, *ibid*.
- ⁸¹ *Nevada Constitution*, Art. 4, Sec. 18.
- ⁸² Senate Standing Rule 113, Assembly Standing Rule 110, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁸³ Senate Standing Rule 80, *ibid*; *Mason's Manual of Legislative Procedure*, Secs. 120 through 126.
- ⁸⁴ Senate Standing Rule 124, *ibid*; *Mason's Manual of Legislative Procedure*, Sec. 91.
- ⁸⁵ Senate Standing Rule 80, Assembly Standing Rule 80, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁸⁶ Senate Standing Rule 81, Assembly Standing Rule 81, *ibid*.
- ⁸⁷ *Nevada Constitution*, Art. 4, Sec. 18.
- ⁸⁸ Senate Standing Rule 115, Assembly Standing Rule 115, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁸⁹ Senate Standing Rule 68, Assembly Standing Rule 68, *ibid*.
- ⁹⁰ Joint Rule 7, *ibid*.
- ⁹¹ NRS 218.6828.
- ⁹² Joint Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁹³ Joint Rule 14.6, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁹⁴ Joint Rule 14.4, *ibid*.
- ⁹⁵ NRS 218.340.
- ⁹⁶ NRS 218.300
- ⁹⁷ NRS 218.350; Joint Rule 4, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁹⁸ NRS 218.380.
- ⁹⁹ NRS 218.370.
- ¹⁰⁰ *Nevada Constitution*, Art. 4, Sec. 35; and NRS 218.420.
- ¹⁰¹ NRS 218.530.
- ¹⁰² *Nevada Constitution*, Art. 4, Sec. 18.
- ¹⁰³ NRS 218.390.
- ¹⁰⁴ *Nevada Constitution*, Art. 16, Sec. 1.
- ¹⁰⁵ NRS 218.390.
- ¹⁰⁶ Senate Standing Rule 30, Assembly Standing Rule 30, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005; and NRS 218.440.
- ¹⁰⁷ Senate Standing Rule 97, Assembly Standing Rule 97, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹⁰⁸ *Nevada Constitution*, Art. 19, Sec. 2.
- ¹⁰⁹ *Nevada Constitution*, Art. 19, Secs. 2 and 3.

- ¹¹⁰ Senate Standing Rule 106, Assembly Standing Rule 106, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ¹¹¹ *Nevada Constitution*, Art. 4, Sec. 18; Joint Rule 7, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005; NRS 218.395.
- ¹¹² Joint Rule 7, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.

CHAPTER IV
LEGISLATIVE COUNSEL BUREAU
AND
LEGISLATIVE BUILDING

CHAPTER IV

LEGISLATIVE COUNSEL BUREAU AND LEGISLATIVE BUILDING

THE LEGISLATIVE COUNSEL BUREAU

Legislative service agencies were created to free legislators from dependence upon the Executive Branch of state government and lobbyists for information and assistance. With service agencies, a legislator is not dependent upon a lobbyist or a governor to draft a bill, research data, or provide information about other states with similar problems. The more professional and expert the service agency staff, the less legislators need to depend on sources of support that may be biased.

Many states, including Nevada, use the basic legislative council pattern providing for a body composed of legislators from each house and from each party empowered to function during the interim between sessions. Powers and responsibilities vary among the states, but basically councils carry out functions assigned by the full legislatures. These functions range from simple administrative duties to extensive power of legislative oversight, policy research, and emergency appropriations.

Although many states maintain separate staff for each house in addition to partisan staff, the Legislative Counsel Bureau is a nonpartisan centralized agency serving both houses and members of all political parties.

In March of 1945, the Nevada State Legislature recognized a need for more information and assistance in order to deal with increasingly complex tasks as described in the *preamble* to the bill creating the Legislative Counsel Bureau:

At each biennial session of the legislature, that body is confronted by requests for legislation expanding and changing the functions of and increasing the appropriations of numerous offices, departments, institutions, and agencies of the state government; and . . . not withstanding the information provided by the messages and budgets of the governor and the reports of public officers, it is impossible for the legislature or its committees to secure sufficient information to act advisedly on such requests in the time limited for its sessions.¹

The 1945 law establishing the Bureau charged it with assisting the Legislature to find facts concerning government, proposed legislation, and various other public matters.²

During the next several years, the duties of the Bureau and its staff were modified and expanded. In 1963, the Nevada State Legislature reorganized the Legislative Counsel

Bureau, giving it structure and responsibilities similar to those it has today.³ One part of this change was the incorporation of the Statute Revision Commission into the Legislative Counsel Bureau as the Legal Division. The Statute Revision Commission was originally created by the Supreme Court in 1951 and became involved in bill drafting as an adjunct to its statute revision work. The 1963 legislation also added a Fiscal and Auditing Division and a Research Division.⁴

Today, the Legislative Counsel Bureau consists of the Legislative Commission, an Interim Finance Committee, a Director, an Audit Division, a Fiscal Analysis Division, a Legal Division, a Research Division, and an Administrative Division.⁵ The following sections describe activities of these units.

Legislative Commission

The Legislative Commission consists of 12 legislators who exercise general policymaking and supervising authority over the operations of the Legislative Counsel Bureau. At every regular session of the Legislature, the Senate and the Assembly each designate six members and alternates for those members to serve on the Commission. The Legislature is required to determine, by joint rule at each regular session in odd-numbered years: (1) the method of determining the majority and minority party regular and alternate membership on the Commission; (2) the method of filling vacancies on the Commission; (3) the terms of office of the Commission members; (4) the method of selecting the Chair; and (5) the term of office of the Chair.⁶ These provisions are currently enumerated in Joint Rule 11.

Members of the Legislative Commission serve until their successors are appointed. However, retiring legislators or those who have been defeated for reelection serve only until the day after the general election. The resulting vacancies are filled in the same manner as vacancies arising from other causes.⁷

For each day's attendance at a meeting of the Legislative Commission or while engaged in official Legislative Counsel Bureau business, Commission members receive a salary of \$130 plus the standard per diem and travel allowances. An alternate who attends a meeting of the Commission but does not replace a regular member is entitled to travel expenses but not salary.⁸

The Director of the Legislative Counsel Bureau acts as the nonvoting Recording Secretary of the Legislative Commission, which meets periodically, as the accumulation of business requires, on call of the Chair, or by decision of a majority of the Commission. Seven members of the Commission constitute a quorum.⁹

The Legislative Commission is designated by law as Nevada's Commission of Interstate Cooperation. In this capacity, the Commission is charged with the responsibility of working with The Council of State Governments and the

National Conference of State Legislatures to exchange ideas and information with other states, so that the Legislature may have the benefit of the latest thinking on matters falling within its purview. Nevada is a member of The Council of State Governments and the National Conference of State Legislatures, and its annual dues for membership in these organizations are paid by the Commission out of the Legislative Fund.¹⁰ The Commission also pays membership dues to the American Legislative Exchange Council.

The Commission, which is designed to assist the Legislature in maintaining its independent and coordinate status with the Executive and Judicial Branches of state government, may investigate and inquire into any area within the competence of the Legislature. Normally, the investigative responsibilities of the Commission are delegated to subcommittees of the Commission, which are assisted by the staff of the Legislative Counsel Bureau. When it holds hearings, the Commission is required to receive recommendations and suggestions for legislation or investigation from state and local governments, officers, and legislators, and may receive recommendations and suggestions from specified private groups or any citizens desiring to report to it.¹¹ It also has subpoena power and may compel the attendance of witnesses and the production of documents necessary to the discharge of its duties.¹²

The Commission appoints the Nevada representatives to the National Conference of Commissioners on Uniform State Laws¹³ and other interstate bodies; formulates proposals for interstate compacts and agreements; and in general, facilitates Nevada's contacts with the other states, the federal government, and local units of government.¹⁴

Between sessions of the Legislature, the Legislative Commission fixes the work priority of all studies and investigations assigned to it by concurrent resolutions of the Legislature. Normally, such studies are carried out by subcommittees of the Commission or Bureau staff under the direction and supervision of the Commission. The Commission may, between sessions, authorize the initiation of additional studies or investigations not specifically requested by the Legislature at the preceding session.¹⁵

Interim Finance Committee

In 1969, the Legislature created the Interim Finance Committee to function within the Legislative Counsel Bureau between sessions and administer a contingency fund. This fund was set up for emergency use by state agencies to supplement regular appropriations which fail to cover unforeseen expenses when the Legislature is not in session. To obtain funds, agencies must submit their requests to the State Board of Examiners for review and recommendation. If the Board finds sufficient justification for the requests submitted to it, it must make a recommendation to the Interim Finance Committee by transmitting it to the Director of the Legislative Counsel Bureau, who is required to notify the Chair of the Interim Finance Committee. Upon receiving

the recommendation, the Chair of the Committee must call a meeting to act upon the agency requests. The Interim Finance Committee is not bound to follow the recommendation of the State Board of Examiners. The Committee, by resolution, may allocate an amount for the purposes requested. In authorizing an allocation, the Committee directs the State Controller to transfer the approved amount from the Contingency Fund Account to the appropriate agency account.¹⁶

The Interim Finance Committee also reviews state agency requests to accept certain gifts and grants, to modify legislatively approved budgets, and to reclassify state merit system positions in certain circumstances. State agencies must receive prior approval of the Interim Finance Committee before they: (1) accept federal grants in excess of \$100,000; (2) accept gifts or donations of a monetary value over \$10,000; (3) accept gifts or grants that involve the hiring of new employees; (4) amend legislatively approved budgets in an amount more than \$20,000, when considered with previous changes, or increase or decrease a budget category by the lesser of 10 percent or \$50,000; or (5) convert or reclassify a merit system position to another type of position when this conversion significantly changes the job scope or job duties of the position as budgeted by the Legislature.¹⁷

The Interim Finance Committee, when the Legislature is not in session, must also approve any change in the scope of the design or construction of a capital improvement project authorized by the Legislature, including new construction, major repair, and landscaping.¹⁸

The Interim Finance Committee is composed of members of the Senate Committee on Finance and the Assembly Committee on Ways and Means from the preceding session. Chairmanship of the Interim Finance Committee alternates between immediate past chairmen of the two legislative committees. Membership on the committee terminates at the beginning of the next legislative session for any legislator who retires or is defeated for reelection.¹⁹

In voting on matters before the Interim Finance Committee, a vote is taken of the Senate and Assembly members separately. No action can be taken unless a majority of both groups votes in the affirmative.²⁰

Director

The Director functions as the executive head of the Legislative Counsel Bureau and supervises all of its daily administrative and technical activities.²¹ The Legislative Commission appoints the Director and sets the compensation for the position. The Director, in turn, appoints the chiefs of the Divisions, subject to the approval of the Legislative Commission.²²

The Director employs staff for the Bureau at salaries within the limits of legislative appropriations and the salary schedule approved by the Legislative Commission

and authorizes claims against the Legislative Fund.²³ In that capacity, the Director signs checks for the Bureau's payroll and for the Special Intergovernmental Account and makes the necessary deductions and contributions for legislators' retirement.²⁴ Other duties and responsibilities are discussed in the section on the Administrative Division.

The Director is also required to report inventory and purchases of supplies for each session and to assign space in and supervise the upkeep of the Legislative Building, other buildings used for legislative purposes, and the legislative grounds.²⁵ With the authorization of the Legislative Commission, the Director may enter into agreements for the acquisition of property necessary to support the Legislature and its staff.²⁶

The Director is given the statutory responsibility of registering lobbyists.²⁷ This responsibility includes duties regarding identification badges, statements, reports, and investigations.

In addition, the Director serves as Secretary to the Legislative Commission, the Interim Finance Committee, and various other legislative committees.²⁸ He also provides a secretary for the Interim Retirement and Benefits Committee and the Committee on High-Level Radioactive Waste.²⁹

The Director must consult with a Standing Committee of the Legislative Commission concerning the general management, organization, and function of the Legislative Counsel Bureau and the necessary preparations for the next regular legislative session.³⁰

Audit Division

The Audit Division performs audits of the Executive and Judicial Branches of state government.³¹ The audits furnish independent and factual information to assist the Legislature in the discharge of its constitutional duties.³² All audits are conducted in accordance with generally accepted governmental auditing standards.³³ The objective of each audit varies depending on the nature of the agency, but generally includes determining one or more of the following:

1. Whether the agency's financial statements or other financial reports are fairly presented.
2. Whether the agency has complied with applicable laws and regulations.
3. Whether the agency has established effective management control systems to ensure resources are safeguarded against waste, loss, or misuse; appropriate goals and objectives are met; and reliable data are obtained, maintained, and fairly disclosed.³⁴

4. Whether the agency can improve efficiency or operate programs more effectively.

The Legislative Commission approves the biennial audit program of the Legislative Auditor and can direct the Auditor to make any special audit or investigation considered necessary.³⁵ The Legislature itself may also direct the Legislative Auditor to conduct special audits or investigations.

All state agencies must provide the Audit Division with any books, accounts, claims, reports, vouchers, or other records of information, confidential or otherwise, requested by the Legislative Auditor for inspection.³⁶

Written audit reports, including the agency's response, are presented to the Audit Subcommittee of the Legislative Commission. Copies are made available to all members of the Legislature and other appropriate state officers. The results of the audits are confidential and may not be disclosed until the audit report is presented to the Audit Subcommittee.³⁷

If evidence is found of improper practices of financial administration or inadequacy of fiscal records, the Legislative Auditor must report these practices immediately to the Governor, each member of the Legislature, the head of the agency, and, if illegal transactions are involved, the Attorney General.³⁸

Sixty days after an audit report becomes a public document, the agency audited must file a report outlining a plan of action to implement the recommendations. Six months later, a status report must be filed indicating what recommendations in the audit report have been implemented, what recommendations have not been implemented, and the reason why they have not been implemented.³⁹

The Audit Division is headed by the Legislative Auditor, who must be a certified public accountant or public accountant qualified to practice public accounting in Nevada. Minimum qualifications include five years of progressively responsible experience in governmental accounting and auditing and a comprehensive knowledge of the principles and practices of public budgeting, governmental accounting, finance, auditing standards, statistical methods, and operational analysis.⁴⁰ The Legislative Auditor serves as Secretary to the Audit Subcommittee of the Legislative Commission.⁴¹

The Legislative Auditor also oversees the state's Single Audit required by Public Law 104-156, the Federal Single Audit Act Amendments of 1996.⁴² This audit, conducted by a qualified accounting firm under contract with the Legislative Auditor, ensures the continuation of the state's federal funding. Additionally, the Legislative Auditor must count the money in the State Treasury at least annually.⁴³

The Legislative Auditor prepares a biennial report for the members of the Legislature and the Governor, which analyzes the audit program and recommends necessary improvements to the operations of state government.⁴⁴

Copies of the annual audit reports on professional boards and commissions are required to be filed with the Legislative Auditor.⁴⁵ If a contract audit is performed on a state agency, a copy of the report also must be furnished to the Legislative Auditor.⁴⁶ Such audit reports received are enumerated in a special report issued every six months.

Legal Division

The Legal Division drafts bills and resolutions, issues legal opinions, provides committee counsel to all interim studies and certain standing legislative committees, reviews administrative regulations, and provides certain other assistance when requested.⁴⁷ The Legal Division also is responsible for the preparation and publication of supplements, annotations and indexes to the *Nevada Revised Statutes* (NRS), and several compilations of selected portions of NRS.⁴⁸ The staff produces an electronic version of the statutes and other publications titled the *Official Nevada Law Library* which is available on CD-ROM. The Division also is responsible for the production and distribution of the *Nevada Administrative Code* (NAC) and the *Register of Administrative Regulations*. In conjunction with its publications program, the Legal Division also operates the State Printing Office and the Nevada Legislative Gift Shop. The State Printing Office serves the printing needs of the Judicial and Executive Branches of government, in addition to the Legislative Branch.

The Legal Division is headed by the Legislative Counsel, who must be an attorney licensed to practice law in one of the United States. The Legislative Counsel must be familiar with political science, parliamentary practice, legislative procedure, and methods of research, statute revision, and bill drafting.⁴⁹ The Legislative Counsel is one of Nevada's Commissioners on Uniform State Laws.⁵⁰

The Legislative Counsel is the legal adviser to the Legislative Branch of government, providing legal counsel for legislative committees and subcommittees and issuing legal opinions, which may influence the construction and application of statutes. On the direction of the Legislative Commission, the Legislative Counsel or attorney staff may appear in, commence, prosecute, defend, or intervene in any action, suit, or other judicial or administrative proceeding to protect the official interests of the Legislature or any of its committees.⁵¹ The Legislative Counsel only issues opinions upon the request of a member or committee of the Legislature, the Legislative Commission, or the Director or another Division of the Legislative Counsel Bureau.⁵² The opinions of the Legislative Counsel do not have any binding force but are intended to guide public officials in the absence of an authoritative decision rendered by a court of law.

Upon request, the Division prepares or assists in the preparation of legislative measures for members of the Legislature, state agencies and departments, the Governor, certain local governments, and members of the judiciary. However, the Division cannot prepare or assist in the preparation of any measures proposed by the Executive Branch unless a request has been approved by the Governor and is received on or before September 1 preceding the convening of a session. Proposed legislation from a county, school district, or city also must be approved by the appropriate governing body and submitted to the Legislative Counsel on or before September 1.⁵³ The preparation of bills and resolutions entails research into the legal effect of proposed changes in existing laws, the development of sufficient background information to enable the bill drafter and the legislative sponsor to understand fully the ramifications of the suggested legislation, and the actual drafting of the measures in proper form and style.

The staff of the Division, as well as other officers and employees of the Legislative Counsel Bureau, is prohibited from urging or opposing any legislation and is bound to observe the confidentiality of all matters within the work assigned unless those matters have become public records or the sponsor has granted consent for release.⁵⁴

Before introduction, every request for a bill must be delivered to the Legal Division to be put in the proper form. The Legislative Counsel may correct any clerical errors in a proposed bill or resolution, but if a correction might change the substance of a measure, permission of the measure's author must be obtained before making the change.⁵⁵ All bills or resolutions of both houses designated for reprinting, engrossment, reengrossment, and enrollment must be routed directly through the Legal Division so that adopted amendments may be inserted prior to engrossment or enrollment.⁵⁶

The staff of the Legal Division performs engrossing and enrolling for the Legislature. Whenever a bill or resolution has passed both houses of the Legislature, the measure is transmitted to the Legislative Counsel for enrollment, at which time a receipt must be issued to the Secretary of the Senate or the Chief Clerk of the Assembly bearing the date of delivery. When the measure is delivered to the Governor, the Legislative Counsel must note this fact over the Legislative Counsel's signature as a part of the bill's history.⁵⁷ The official engrossed bill is then delivered to the Secretary of State.⁵⁸ The Legislative Counsel also makes recommendations to the Legislature for the clarification of specific statutes, the elimination of obsolete sections of NRS, and the resolution of conflicting portions of the law.⁵⁹ The Legislative Counsel is responsible for revising NRS and all other authorized publications of the Legal Division of the Legislative Counsel Bureau. Additional responsibilities of the Legislative Counsel include indexing NRS, *Statutes of Nevada*, and other publications and legal materials of the Legislative Counsel Bureau.

The Legal Division is also responsible for preparing the NAC.⁶⁰ This responsibility requires examining all regulations adopted by the agencies of the Executive Branch, except those exempted from the Nevada Administrative Procedures Act, to determine

which provisions are current and arrange them in logical sequence. Every proposed regulation must also be examined and revised, if necessary, to fit into the existing regulations. The code is designed to present the regulations in clear and concise language and make those on a particular subject easy to find. The Legislative Counsel also provides legal advice to the Legislative Commission in its review of adopted administrative regulations for compliance with legislative intent.⁶¹

The Legislative Counsel hires and directs the staff of attorneys and other members of the Legal Division engaged in the legal work of the Bureau.

Nevada State Printing was transferred from the Executive Branch of state government to the Legal Division of the Legislative Counsel Bureau on July 1, 2003. Located across Stewart Street from the Legislative Mall, the State Printing Office provides diverse printing, finishing, and binding services to all State of Nevada agencies. Currently housing seven offset presses and two high-volume digital printers, the mission of the State Printing Office is to produce and publish high-quality graphics, text, and forms in an economical and timely manner, and to provide the best value possible for all state agencies and citizens of Nevada.

Research Division

The Research Division is the general information and service arm of the Legislature. It conducts research into a wide variety of subjects at the request of legislators, legislative committees, other state and local officials, and citizens of Nevada. It also responds to inquiries concerning Nevada's government, laws, and public policy issues from residents, counterpart agencies, and public officials in other states.

Most of the statutory duties of the Division and its director are described in NRS 218.735. These responsibilities include:

1. Providing the Legislature, its members, and committees with research, information, and assistance concerning public policy, including proposed or possible legislation, and national, state, and local issues of interest to the State of Nevada and its political subdivisions.
2. Providing staff to standing and interim committees as assigned by the Director of the Legislative Counsel Bureau, the Legislature, or the Legislative Commission.
3. Providing the Legislature and its members and committees with comprehensive, accurate reports and background information on subjects of legislative interest.
4. Analyzing, comparing, and evaluating the programs and statutory provisions of the State of Nevada and other states.

5. Advising the Legislature and its members and committees regarding matters relating to the resources and procedures necessary to conduct research.
6. Preparing publications relating to the Legislature and the Legislative Counsel Bureau.
7. Managing the Research Library of the Legislative Counsel Bureau.
8. Providing information and assistance to the Legislature and its members and committees concerning the apportionment of legislative districts and any other political districts, the boundaries of which are determined by the Legislature.
9. Performing such other functions as may be assigned by the Legislature, the Legislative Commission, or the Director of the Legislative Counsel Bureau.⁶²
10. Working with the Legal and Fiscal Analysis Divisions to prepare ballot language regarding proposed constitutional amendments and other statewide measures, which must be voted on by the people.⁶³

The Research Director, or a designee, is the nonvoting recording secretary and primary technical staff person of Nevada's Legislative Committee on Public Lands,⁶⁴ and the Division also provides primary legislative staff support to the statutory Committees on Education; Health Care; High-Level Radioactive Waste; Persons With Disabilities; the Tahoe Regional Planning Agency and Marlette Lake Water System; the Task Force for the Fund for a Healthy Nevada; and the Commission on Special License Plates.

The general function of the Research Division is to provide information and services. Its major responsibility is to prepare responses to requests from individual legislators for information, analysis, and assistance at any time, regardless of whether or not the Legislature is in session. Assistance with constituent concerns is also available through the Division's Constituent Services Unit.

During the months prior to the legislative session, the Division prepares the *Legislative Manual* as required under NRS 218.647. The Division also prepares background papers and research briefs on issues likely to be prominent during the legislative session, policy and program reports on state government, and a publication titled *Guide to the Nevada State Legislature*.

During legislative sessions, Research Division personnel serve as professional staff for all standing committees except the appropriations and revenue committees, which are served by the Fiscal Analysis Division. Research staff assist the chairmen and other members by providing information and research on bills and related matters under consideration by the committees. Division personnel also summarize each measure passed out of committees to which they are assigned. In addition to committee

work, research staff assist individual legislators in developing ideas for legislation and preparing bill analyses.

Following the legislative session, the Research Division summarizes each enacted measure and compiles the *Summary of Legislation*. The Division also prepares a comprehensive presentation titled *The Nevada Legislature: Review of Legislative Actions on State Issues* (also known as the “End of Session Speech”), which describes legislative activities by subject area for each regular session and certain special sessions.

During the period between sessions, the staff of the Research Division is assigned to ongoing statutory committees. The staff members prepare background material for the committees, arrange committee hearings, and prepare each committee’s final report to the Legislative Commission. The recommendations from all the interim studies are compiled in the *Summary Bulletin*, which also is prepared by the Research Division.

The research staff is available to individual legislators to conduct research and prepare written analyses on specific topics throughout the year. The staff also assists legislators to prepare for speeches and other public presentations, if they are not related to election campaigns. In addition to assisting legislators, the Division answers requests for information from state agencies, legislative staff in other states, businesses, legislative constituents, and the general public.

The Research Library provides materials and services in support of legislative research. Library collections include current and past *Nevada Revised Statutes*, *Statutes of Nevada*, *Journals of the Senate and Assembly*, *Bill Indexes and Histories*, bills and reprints, and legislative committee minutes and exhibits. The library includes studies and reports from federal, state, and professional organizations that have a bearing on potential legislation. The reference collection includes many directories and books of statistical or comparative data. The Research Library also maintains subject files of research analysis prepared by the Division staff. A professional library staff, utilizing print and electronic sources, assists in locating information pertaining to legislative or general issues. Staff also compiles a bibliographic database of books, journal articles, legislative histories, pamphlets, reports and research memoranda. The Library Web page, www.leg.state.nv.us/lcb/research/library, provides extensive legislative history information, links to compiled legislative history packets, and links to key informational sources.

In summary, the primary function of the Research Division is to provide Nevada legislators and others with basic services and all types of information regarding legislative issues that are not specifically fiscal or legal in nature.

Fiscal Analysis Division

The Fiscal Analysis Division provides the Legislature with the capability for independent review and analysis of budgetary and fiscal matters. It examines the *Executive Budget* and suggests possible changes, provides expenditure and revenue projections to aid the legislative *money committees*, and assists the Legislature to interpret factual data related to the fiscal aspects of the operation of state and local government.

Other duties of the Fiscal Analysis Division include: (1) analyzing the past history and probable future trends of the state's financial position so that a sound fiscal policy may be developed and maintained; (2) analyzing appropriations bills, revenue bills, and bills having a fiscal impact upon the operation of the government of the State of Nevada or its political subdivisions; (3) thoroughly examining all agencies of the state with special regard to their activities and the duplication of efforts between them; and (4) ascertaining facts and making recommendations to the Legislature concerning the budget of the state and the estimates of expenditure requirements of the agencies of the state.⁶⁵

After each legislative session, the Division prepares and publishes *The Appropriations Report*, which describes in some detail the fiscal actions of the Legislature, all appropriation and authorization acts, and changes to the state tax and revenue structure. This publication highlights legislative budget actions and serves as a valuable reference document.

Because of the critical importance of adequate financial data on which to base legislative decisions, the Fiscal Analysis Division is an indispensable adjunct of the Legislature. The services it provides help the Legislature to set economically sound policies for the state, anticipate future needs, and objectively analyze budgetary requests submitted to it.

Administrative Division

The Administrative Division provides support to the other Divisions of the Legislative Counsel Bureau and to the Legislature. The Division is responsible for accounting; communications equipment; videoconferencing; control of inventory; information technology; janitorial services; maintenance of buildings, grounds, and vehicles; purchasing; police; shipping and receiving; photocopying; and utilities and warehouse operations.⁶⁶

The Director of the Division is the *ex officio* Legislative Fiscal Officer and maintains a complete set of accounting records and reports for all legislative operations. The payroll records for all legislators and employees of the Legislative Branch of government are maintained by the Director.⁶⁷

Summary

The staff services of the Legislative Counsel Bureau are furnished throughout the year for any legislator. Legal advice, fiscal information, and background research are furnished upon request. Services of a more extensive nature are executed when the Legislature so orders by means of a law or resolution. Between sessions, such projects may be requested through the Legislative Commission.

FACILITIES AND SERVICES

Legislative staff and services are located in four separate facilities: the Sedway Office Building, the State Printing Office, and the Legislative Building in Carson City; and the Grant Sawyer State Office Building in Las Vegas.

Legislative Counsel Bureau Offices

(A more detailed directory of Legislative Counsel Bureau staff is included in the “Directory of State and Local Government” at the end of the *Legislative Manual*.)

Director’s Office and Administrative Division—Legislative Building, 775-684-6800

Director—Lorne J. Malkiewich

Las Vegas Office—555 East Washington Avenue, Room 4400, 702-486-2800

Legislative Services Officer—Brian L. Davie

Audit Division—Sedway Office Building, Second Floor, 775-684-6815

Legislative Auditor—Paul V. Townsend

Fiscal Analysis Division—Sedway Office Building, Third Floor, 775-684-6821

Fiscal Analyst (Senate)—Gary L. Ghiggeri

Fiscal Analyst (Assembly)—Mark W. Stevens

Legal Division—Legislative Building, First Floor, 775-684-6830

Legislative Counsel—Brenda J. Erdoes

State Printing Office—301 South Stewart Street, 775-684-6950

Manager—Kevin R. Honkomp

Research Division—Sedway Office Building, First Floor, 775-684-6825

Research Director—Donald O. Williams

SEDWAY OFFICE BUILDING

The Sedway Office Building is located southeast of the Legislative Building on the corner of Fifth and Stewart Streets. This three-story structure houses the Legislative Library and the offices of the Audit, Fiscal Analysis, and Research Divisions.

LAS VEGAS OFFICE

The Legislative Counsel Bureau is located in the Grant Sawyer State Office Building at 555 East Washington Avenue in Room 4400. The Las Vegas office furnishes legislative information, provides access to all Legislative Counsel Bureau staff services, and manages individual and committee meeting space for the Legislature in the facility. The office also contains a library area, which is open to the public, with legislative reference material and a computer to access the Legislature's Web site. The floor plan of the Las Vegas office may be found in Appendix H.

LEGISLATIVE BUILDING

Located on the Legislative Mall, which covers an area of seven former city blocks south of the Capitol, the Legislative Building contains 180,000 usable square feet and facilities for the Legislature and the Legislative Counsel Bureau. Included within the building are equipment and accommodations for the public and the Legislature, which make the building one of the finest in the nation for its purpose. The Administrative and Legal Divisions of the Legislative Counsel Bureau are located on the first floor of the Legislative Building. The building was constructed following the 1969 Legislative Session and remodeled and substantially expanded following the 1995 Session. The floor plan of the Legislative Building may be found in Appendix H.

TELEPHONE COMMUNICATIONS

Three basic types of telephone communications services are available in the Legislative Building:

1. Legislative Telephone Service;
2. State Legislative Message Center; and
3. Coin-operated Telephone.

Legislative Telephone Service

The area code for all areas of the state except Clark County is 775. In Clark County, the area code is 702. A computerized long-distance dialing system allows legislators

to place calls directly from their offices on a 24-hour per day basis. Long-distance calls to areas inside and outside the state may be placed as follows:

- Dial 9 (dial tone)
- Dial 1
- Dial area code
- Dial seven-digit number

Long-distance calls made from legislators' offices are automatically billed to their office telephone number. To make special calls (credit card, collect, 800, and non-seven-digit numbers) the caller must dial 9 to obtain an outside line before placing these types of calls.

State Legislative Message Center

If a legislator's telephone is not answered by the third ring, the call will be forwarded to voice mail. If the person does not wish to leave a message on voice mail, the caller may dial 0 and the call is transferred to the Message Center, which is located on the first floor of the Legislative Building. All messages for legislators taken by the Message Center are electronically mailed to the legislators' offices. Emergency messages are delivered directly to either the Sergeant at Arms or the legislators' secretaries.

The Message Center is also provided as a public service for the convenience of the general public for receiving telephone calls during the legislative session. The Message Center is open daily on the days the Legislature is in session from 8 a.m. until 5 p.m., and its number is 775-684-6789. The Message Center may also be called toll-free from Las Vegas by dialing 486-2626 or from other Nevada areas by dialing 1-800-978-2878 or 1-800-995-9080.

Coin Telephones

A coin-operated telephone that is TDD enabled is located on the first floor of the Legislative Building. All outgoing calls (local and long-distance) made by the general public must be placed through this telephone.

Billing of Legislators for Telephone Service

Each legislator receives a \$2,800 telephone allowance during a regular session to defray telephone charges incurred in the performance of official duties. Each member is responsible for the payment of telephone bills incurred in the Legislative Building.

Legislators are billed for long-distance calls made from their office telephones on a monthly basis by the Accounting Unit of the Legislative Counsel Bureau. Charges for calls made on the least-cost routing system are based on time and distance. Questions

about telephone billing should be discussed with the Accounting Unit at 775-684-6805. Payment of a legislator's state telephone bill should be made to:

Legislative Counsel Bureau
Accounting Unit
401 South Carson Street
Carson City, Nevada 89701-4747

Toll-Free Services for Constituents

Several information services are available to constituents.

LONG-DISTANCE CALLS TO LEGISLATORS

Constituents outside the local calling area may make toll-free calls to their legislators from 8 a.m. to 5 p.m. by dialing 1-800-992-0973 for all of Nevada. Las Vegas area callers may also dial 486-2626. All calls will be put through to the legislator's secretary. If the telephone is not answered by the third ring, the call will forward to voice mail. If the person does not wish to leave a message on voice mail, the caller may dial 0 to be transferred to the Message Center, which is located on the first floor of the Legislative Building. All messages for legislators taken by the Message Center are electronically mailed to the legislators' offices. Emergency messages are delivered directly to either the Sergeant at Arms or the legislator's secretary.

STATE LIBRARY AND ARCHIVES LEGISLATIVE HOT LINE SERVICE

To receive information concerning legislative bill status, committee hearing dates, and specific activities of the Legislature, constituents outside the local calling area may dial 1-800-995-9080 or 1-800-978-2878 and ask for the Hot Line service. Las Vegas area callers should dial 486-2626 and ask for the Hot Line service. Constituents within the local calling area may dial 684-3300. The State Library and Archives offers this service Monday through Friday between 8 a.m. and 5 p.m. during the legislative session. Inquiries between sessions are handled by reference librarians at the State Library and Archives (775-684-3360) or the Legislative Counsel Bureau's Research Library (775-684-6827). Electronic mail assistance is available at: nsoref@clan.lib.nv.us.

PUBLIC POINT OF VIEW

Constituents calling legislators to register their point of view on a particular measure or topic for which a poll is being conducted may dial toll-free from anywhere within the state. The number to dial is: 1-800-995-9080. Constituents in the local calling area (Carson City, Crystal Bay/Incline Village, Dayton, Gardnerville, Minden, Reno, Sparks, and Virginia City) may dial 775-684-6789. Constituents may also register their point of view online at <http://www.leg.state.nv.us> and then clicking on the "Opinion Poll" link.

POSTAL SERVICE

All mail is routed through the General Services Unit of the Legislative Counsel Bureau. Each house of the Legislature independently provides for the distribution of mail to its own members.

FIRE AND EMERGENCY PROCEDURES

The Legislative Building and Sedway Office Building are equipped with a smoke- and heat-detecting fire alarm system. Should sufficient heat or smoke be detected by the sensors, the fire alarm will activate automatically. Whenever the alarm bell sounds, do not assume that the alarm is only a drill. Evacuation of the buildings must begin immediately.

Evacuation should be completed as rapidly as possible and without panic. When the alarm sounds, elevators will be called to the first floor and locked down. Do not use elevators! Evacuation will be by stairways only. There are numerous stairways throughout the buildings. Employees should be familiar with the stairway closest to their work space. Evacuate by the stairway nearest you if you can do this safely.

All employees should be aware of and assist any disabled person to the stairwell furthest from any known fire. Notify Legislative Police and the fire department of their location so they may be evacuated. For the third floor of the Legislative Building only, Room 3158 will be used as a refuge area to evacuate disabled and nonambulatory persons who cannot be evacuated through stairwells.

Evacuation maps of the Legislative and Sedway Office Buildings are posted throughout those buildings. Locate the map nearest your location and familiarize yourself with the route.

Upon completion of evacuation, employees of the Legislative Building will assemble in the mall area north of the Legislative Building. Avoid any area that is being utilized by fire department vehicles. At the Sedway Office Building, assemble in the rear parking area, but use caution as this area will be utilized by the fire department.

Supervisors or their designees will be responsible to obtain an accurate count of employees and notify the Legislative Police and fire department of any missing personnel and the last location seen.

The following procedure applies when an employee detects a fire prior to the alarm sounding:

If the fire cannot be put out with fire extinguishers located on each floor throughout the buildings:

1. Notify the Legislative Police at 684-6812 and report the exact location of the fire.
2. Pull the nearest fire alarm switch and proceed with evacuation as noted above.
3. Close doors behind you as you exit the building.

ALL FIRES, NO MATTER HOW SMALL, MUST BE REPORTED.

Reentry into the building will not be allowed until the fire department has determined it is safe to do so. Legislative Police will notify employees when it is safe to reenter the building.

Emergency Telephone Numbers (from within the building)

Legislative Police	4-6812
First Aid	4-6812
Fire	9 + 911
Ambulance	9 + 911
Sheriff	9 + 911
Senate Sergeant at Arms	4-3558
Assembly Sergeant at Arms	4-8525
Emergency Coordinator: Robert (Bob) Milby, Chief, Legislative Police	4-6812

AFTER CALLING FOR AMBULANCE OR OTHER EMERGENCY EQUIPMENT, NOTIFY LEGISLATIVE POLICE.

The Legislative Police are trained and certified to respond to situations requiring medical first aid. Please notify the Legislative Police when an emergency occurs. Describe the situation completely so that officers can respond with the proper personnel and equipment. Advise the Legislative Police if an ambulance or other emergency equipment has already been requested.

DIRECTORY OF COMMUNITY ASSISTANCE

A directory of community services available throughout the state is located at the Legislative Police Office. The directory contains information on a variety of topics, including the following: alcohol and drug abuse, child abuse, child care, elderly care, financial assistance, health care, legal services, parenting, psychological services, and sexually transmitted diseases.

ENDNOTES FOR CHAPTER IV

- ¹ Chapter 91, *Statutes of Nevada 1945*, 136 and 137.
- ² *Id.*, 136.
- ³ Chapter 403, *Statutes of Nevada 1963*, 1011.
- ⁴ *Id.*, 1014.
- ⁵ NRS 218.620.
- ⁶ NRS 218.660.
- ⁷ Joint Rule 11, Standing Rules of the Senate and Assembly, Nevada Legislature, 73rd Session, 2005.
- ⁸ NRS 218.210 and 218.680.
- ⁹ NRS 218.670.
- ¹⁰ NRS 218.682.
- ¹¹ NRS 218.681.
- ¹² NRS 218.6821.
- ¹³ NRS 219.020.
- ¹⁴ NRS 218.682.
- ¹⁵ NRS 218.635.
- ¹⁶ NRS 353.266 through 353.269, inclusive.
- ¹⁷ NRS 353.220, 353.224, and 353.335.
- ¹⁸ Chapter 608, *Statutes of Nevada 1983*, 1961, codified as NRS 341.145.
- ¹⁹ NRS 218.6825.
- ²⁰ *Id.*, subsection 6.
- ²¹ NRS 218.683.
- ²² NRS 218.620.
- ²³ NRS 218.085 and 218.683.
- ²⁴ NRS 218.2387, 218.641, and 218.644.
- ²⁵ NRS 218.650 and 331.135.
- ²⁶ NRS 218.682.
- ²⁷ NRS 218.900, *et seq.*
- ²⁸ NRS 218.5353, 218.53725, 218.53743, 218.53792, 218.5383, 218.53872, 218.670, 218.6825, and 439B.210.
- ²⁹ NRS 218.5373, 218.683 and 459.0085.
- ³⁰ NRS 218.6828.
- ³¹ NRS 218.737 to 218.893, inclusive.
- ³² NRS 218.767.
- ³³ NRS 218.770.
- ³⁴ NRS 218.770 and 218.775.
- ³⁵ NRS 218.850.
- ³⁶ NRS 218.780.
- ³⁷ NRS 218.823.
- ³⁸ NRS 218.880.
- ³⁹ NRS 218.8235 and 218.8245.
- ⁴⁰ NRS 218.740.
- ⁴¹ NRS 218.6823.

- ⁴² NRS 218.891 through 218.893, inclusive.
- ⁴³ NRS 353.060.
- ⁴⁴ NRS 218.830.
- ⁴⁵ NRS 218.825.
- ⁴⁶ NRS 353.325.
- ⁴⁷ NRS 218.240 through 218.255, inclusive; and 218.695.
- ⁴⁸ NRS 220.040, *et seq.*, and 233B.065.
- ⁴⁹ NRS 218.690.
- ⁵⁰ NRS 219.020.
- ⁵¹ NRS 218.697.
- ⁵² NRS 218.695.
- ⁵³ NRS 218.245.
- ⁵⁴ NRS 218.625.
- ⁵⁵ NRS 218.250.
- ⁵⁶ NRS 218.315.
- ⁵⁷ NRS 218.340.
- ⁵⁸ NRS 218.370.
- ⁵⁹ NRS 220.080.
- ⁶⁰ NRS 233B.062 through 233B.120, inclusive.
- ⁶¹ NRS 233B.067.
- ⁶² NRS 218.735.
- ⁶³ NRS 218.443.
- ⁶⁴ NRS 218.5365.
- ⁶⁵ NRS 218.686.
- ⁶⁶ NRS 218.6851.
- ⁶⁷ NRS 218.6853.

CHAPTER V
RESOURCES FOR LEGISLATORS

CHAPTER V

RESOURCES FOR LEGISLATORS

During every legislative session, legislators find themselves deluged with official reports, documents, and communications. Separating the significant from the insignificant becomes a sizeable chore. However, there are a few key resources that bear more directly and more constantly on the legislators' work than any others likely to cross their desks.

These resources may be divided into two categories—basic printed resources and library services. The basic printed materials may be supplemented by additional information available through the libraries.

BASIC PRINTED RESOURCES

Most of the basic printed resources are issued by the Legislature and the Legislative Counsel Bureau. However, at least four documents issued by the Executive Branch—the *Executive Budget*, the *Recommended Schedule of Priorities for Capital Improvements*, the *Nevada Statistical Abstract*, and *Perspectives: A Biennial Report of Nevada State Agencies*—should also receive legislators' scrutiny. The major printed resources available to Nevada legislators are briefly highlighted below. Many of these resources are accessible through the Web sites of the Legislature (<http://www.leg.state.nv.us>) and the state (<http://www.nv.gov>).

Statutes of Nevada

The *Statutes of Nevada*, sometimes called the session laws, are a bound compilation of all general and special laws and resolutions enacted in a specific legislative year. They have been published for every session since territorial days. Thoroughly indexed, they are normally available within a few months following the close of a session. Between the end of a session and the publication of the *Statutes of Nevada*, a temporary compilation of the session laws, known as the *Advance Sheets*, is available to interested parties. This softbound publication contains all of the laws and resolutions adopted at the recently adjourned session in the same order of appearance as in the *Statutes of Nevada* and includes an index and locater tables.

The text of all bills and resolutions enacted at a session appears in the *Statutes of Nevada* in the same form as the enrolled copies filed with the Secretary of State. With some exceptions, new material is printed in italics, while material enclosed in brackets is struck out of the existing law. Laws are arranged in the *Statutes of Nevada* by chapter number assigned by the Secretary of State in the order received from the Governor.

Besides the complete text of all laws and resolutions adopted during a session, the *Statutes of Nevada* contains indexed copies of the *United States* and *Nevada Constitutions*. The *Statutes of Nevada* also includes several tables useful in determining the laws in place in Nevada prior to the biennial reprint of the *Nevada Revised Statutes* (NRS). These tables are:

1. A table of bills and resolutions passed during the session showing their chapter numbers and page numbers in the *Statutes of Nevada*.
2. A table of sections of NRS amended or repealed during the session.
3. A table of chapters of NRS amended by the addition of new sections.
4. A table of titles of NRS amended by the addition of new chapters.
5. A list of selected special and local acts amended or repealed.
6. A table of statutes, or sections thereof, repealed or amended.
7. A table of contents showing the title and chapter numbers (or file numbers for resolutions) of all the measures enacted during the session.

The reprint of NRS incorporates the statutory changes adopted during the previous session.

Nevada Revised Statutes

Nevada Revised Statutes is an annotated codification of all statute laws in Nevada of a general, public, and permanent nature. Officially cited as NRS, the code consists of 52 loose-leaf volumes including indices, comparative tables, and certain special and local acts.

The NRS is revised and published by the Legislative Counsel Bureau. It is organized according to subject matter, but unlike the codes of some states, there is a single, unified system of section numbers running from beginning to end so that codes, titles, and chapters need not be cited. The four broadest divisions are codes:

1. The *Remedial Code*, which deals with court structure and organization and civil procedure and remedies.
2. The *Civil Code*, which deals with relationships between persons.
3. The *Penal Code*, which encompasses crimes and punishments and criminal procedure.

4. The *Political Code*, which relates to the structure and organization of state and local governments and with the services rendered and the regulation exercised by government.

Within the codes are the titles, numbered consecutively from 1 through 59, each of which embraces a major subject area of law. The titles, in turn, are broken down into chapters, and within the chapters are the specific provisions of the law set forth as sections, which are given identifying numbers. In citing a law contained in NRS, the numbers preceding the decimal point indicate the chapter in which the provision is located, while those following the decimal pinpoint the specific section referred to in the citation. Hence, a citation reading NRS 218.340 would mean that the law in question is found in Chapter 218 of NRS, while 340 indicates its place in that chapter. The system is truly decimal, that is, NRS 218.5333 lies between NRS 218.533 and NRS 218.534.

The numbers, dates, and symbols at the conclusion of each NRS section refer to the statutory history of the sections and permit the quick location of their statutory antecedents. An explanation of the code employed is contained in the Legislative Counsel's Preface in Volume 1.

The rules of Nevada's courts are also printed with the NRS. Court Rules Volume I contains the *Nevada Rules of Civil Procedure*, *Nevada Short Trial Rules*, and *Rules Governing Alternative Dispute Resolution*. Court Rules Volume II contains *Justice Court Rules*, *Local Justice Court Rules*, *District Court Rules*, and *Local Rules of Practice*. Court Rules Volume III contains *Nevada Rules of Appellate Procedure*, *Supreme Court Rules*, the *Code of Judicial Conduct*, the *Rules Governing the Standing Committee on Judicial Ethics and Election Practices*, the *Nevada Rules on the Administrative Docket* and the *Minimum Records Retention Schedules*. Court Rules Volume IV contains *U.S. District Court Rules* and the *U.S. Ninth Circuit Court Rules*. The court rules are not assigned chapter numbers and are arranged simply in numerical order by rule. Citations for these rules may be given as S.C.R. 4, N.R.C.P. 65(a), N.R.A.P. 1(a). The alphabetical listing of Nevada's Supreme Court cases and their citations are in NRS Volume 47.

The Nevada Admission Acts and the *Nevada Constitution* with its index are found in Volume 43 of NRS. Volume 44 contains the *U.S. Constitution* with its index and charters for all incorporated cities. Volume 45 contains a selection of local and special acts that appear to have a continuing effect and may have a significant degree of public interest. Major inclusions are water and sewer districts, convention centers, and other special acts. Volume 46 provides comparative tables, relating NRS sections to those found in the previous compilation and to new sections added by statutes enacted subsequent to the adoption of NRS as the law of Nevada. Also included is a table of all sections repealed or replaced in the revision. Volumes 48 through 52 comprise the comprehensive index to NRS.

At each session of the Legislature, numerous changes are made in the existing body of law contained in NRS. To keep NRS current, the Legislative Counsel prepares biennial supplements, which contain all changes made in NRS at the immediately preceding session. Supplements to NRS are printed periodically throughout the biennium to update the annotations.

The volumes of NRS currently sell for \$695 per set and may be ordered from the Publications Unit of the Legal Division of the Legislative Counsel Bureau. Legislators desiring to obtain one personal set of NRS may order it directly from the Bureau at a cost of \$50. This fee entitles a legislator to a complete set of NRS. Sets of replacement or supplementary pages as issued during the legislator's term of office are provided without additional charge.

The NRS contain annotations that assist in interpreting the meaning of statutory language appearing in NRS. The annotations contain several basic aids to understanding Nevada law:

1. **Reviser's Notes.** The Reviser's Notes explain the reasons for omissions, changes of wording, and reorganizations made during the revision of NRS. They also set forth selected preambles, legislative policy statements, and other provisions of law having more than temporary effect which are not included in NRS. In a few instances, they provide additional information about the source or effective date of a provision.
2. **Legislative Histories.** The legislative history for each section of NRS is inserted in brackets immediately following the section. The history contains a reference to the section, chapter, and year of the *Statutes of Nevada* from which the section is derived and includes references to subsequent amendments. In addition, Volume 46 of NRS provides a legislative history of the enactment, repeal, and replacement of the sections of NRS, including the sections that existed prior to the enactment of NRS.
3. **References to Nevada Constitutional Debates and Proceedings.** Annotations to the *Nevada Constitution* contain references to the *Debates and Proceedings in the 1864 Constitutional Convention of the State of Nevada*, as reported by Andrew J. Marsh and published in 1866.
4. **Notes of the Advisory Committees of the Nevada Supreme Court.** The annotations to *Nevada Rules of Appellate Procedure*, *Nevada Rules of Civil Procedure*, and *Nevada Justices' Courts Rules of Civil Procedure* contain notes as prepared by the respective advisory committees appointed by Nevada's Supreme Court.
5. **NRS Cross References.** The annotations contain references to sections of *Nevada Revised Statutes* that are related to the statutory provision.

6. **NAC Cross References.** The annotations contain references to sections of *Nevada Administrative Code* that are related to or adopted pursuant to the statutory provision.
7. **Relevant Judicial Decisions.** The annotations contain notes and citations for decisions of Nevada’s Supreme Court, federal courts, and courts of other jurisdictions that bear upon the provisions of NRS. Also included are statements of holdings in cases decided under former statutes that were substantially the same as the provisions in NRS.
8. **West Publishing Company.** Immediately following selected statutes and chapter or subchapter headings, there are references to West Publishing Company’s key number classifications as contained in its *American Digest System*® and to West Publishing Company’s legal encyclopedia, *Corpus Juris Secundum*®.
9. **Notes of Opinions of the Attorney General.** Where appropriate, the annotations contain brief notes on pertinent Opinions of the Attorneys General of the State of Nevada since 1869. These are identified by the citation prefix “AGO,” followed by the number of the opinion and its date of issuance.

Nevada Administrative Code

It is the policy of the State of Nevada that every regulation adopted pursuant to law by a state agency be made easily accessible to the public and expressed in clear and concise language. To assist in carrying out this policy, most permanent regulations are incorporated in the *Nevada Administrative Code* (NAC), and procedures for the adoption of emergency or temporary regulations are set forth by statute. Information relating to a proposed or adopted regulation is provided in the *Register of Regulations*, which is published by the Legislative Counsel. The Register includes the proposed and adopted text of each permanent regulation, the notice of intent to act upon the regulation, the written notice of adoption of the regulation, an informational statement, and the effective date.

The NAC and the Register are available for review in the state and legislative libraries and may also be purchased, in individual volumes or in their entirety, from the Publications Unit of the Legal Division of the Legislative Counsel Bureau.

Daily Histories

The Nevada State Legislature considered 1,107 legislative measures during the 2005 Session. The progress of each of these bills and resolutions is summarized in the *Senate Daily History* and the *Assembly Daily History*.

The daily histories list each bill and resolution introduced in the respective chambers for which they are reporting in numerical sequence by bill number or the number of the

resolution. Following the bill number is the name of the introducer (whether individual or committee), co- or joint-sponsors, and whether or not the legislation is *by request*. The date of introduction of the measure is also listed. Below this information there is a brief summary of the measure and the number of the bill drafting request. Then, in chronological order, the measure's legislative history is traced up to the date of the daily history's publication. Thus, at a moment's glance, a legislator or other interested person can locate any bill or resolution and determine its status.

Daily histories, which record all action taken on bills and resolutions, are printed each day the Legislature is in session and also are printed in cumulative volumes every two weeks (on an alternating basis between the Senate and Assembly). They also contain a complete list of the daily files scheduled for the next day and notice of committee meetings. There also are listings of announcements, resolution recognition days, and special occasion days.

At the conclusion of each session, final volumes of the *Senate History* and the *Assembly History* are printed and made available upon request. These volumes contain the legislative history of each measure through the last day of the session and are arranged in the same fashion as the daily histories. Measures enacted into law are traced through the date of the Governor's signature (or the date on which they became law without his signature), with notations citing their assigned chapter number in the *Statutes of Nevada* and their effective dates, unless vetoed, in which case the date of veto is noted. The final volumes include additional relevant information on the personnel of the session, committee assignments, a legislative "box score," and other items of general interest.

Index of Bills and Resolutions

The index of Senate and Assembly bills and resolutions is a cumulative publication, which is printed each week during the legislative session. The index contains references to all bills and resolutions introduced during the session and includes references to material that is added to a bill or resolution by amendment.

Within the index are tables to Senate and Assembly bills arranged by the section of NRS proposed to be amended or repealed; chapters of NRS that may be amended by the addition of new sections; and titles of NRS proposed to be amended by the addition of new chapters.

Special characters following a bill or resolution number in the index or tables indicate action taken by the Governor on measures that have been passed by both houses or certain actions taken by the Senate or Assembly:

1. One asterisk (*) indicates that the bill is effective on October 1 or later.

2. Two asterisks (**) indicate that the bill is effective on passage and approval or on a specified date before October 1.
3. One dagger (†) indicates that the material reflected by the index entry was deleted by amendment or that the section reflected in the table was deleted by amendment.
4. Two daggers (††) indicate that the bill was vetoed.
5. A double dagger (‡) indicates that the resolution has been approved.
6. “IP” indicates action on the bill has been indefinitely postponed.
7. “EX” indicates that the bill is exempt from certain limitations.
8. “NFA” indicates that no further action on the bill is allowed.

Liberal use is made of “See” and “See also” references. For example, the heading “LAKE TAHOE (See TAHOE BASIN)” means that all information concerning Lake Tahoe is indexed under the heading “TAHOE BASIN.” The heading “REGIONAL PLANNING (See also LAND USE PLANNING)” means that all specific references to regional planning are indexed under “REGIONAL PLANNING,” but that the heading “LAND USE PLANNING” contains general information that may be pertinent.

General headings are used within the index to list every bill or resolution pertaining to certain general subjects. For example, the heading “APPROPRIATIONS” includes a reference for every bill that contains an appropriation. The heading “LEGISLATIVE AND AGENCY STUDIES” includes a reference for every bill or resolution that requests a study. The heading “RESOLUTIONS AND MEMORIALS” includes references for every resolution introduced, except constitutional amendments and legislative matters. Constitutional amendments are listed under the headings “CONSTITUTIONAL AMENDMENTS, NEVADA” and “CONSTITUTIONAL AMENDMENTS, UNITED STATES.” Resolutions concerning legislative matters (other than “LEGISLATIVE AND AGENCY STUDIES”) are indexed under the heading “LEGISLATURE.” In consulting the index on a given subject, the user should check first for the specific, then for the general, subject.

A final edition of the index and tables is printed after adjournment and may be used before the publication of the *Advance Sheets* to identify new laws or amendments to existing law.

Legislative Journals

Each house of the Nevada State Legislature publishes a daily journal of its proceedings, which is the only official record of floor activity. While the journals are

not verbatim transcriptions of floor activity, they do record all official actions taken on measures pending before the chambers and frequently include the text of remarks made by legislators, especially as it relates to legislative intent on specific legislation.

Gubernatorial and congressional communications are included in the journal, as well as the text from the Governor's State of the State Address and all the speeches from Nevada's five congressional delegates, as well as the Chief Justice of the Supreme Court's State of the Judiciary speech. Journals for the preceding day are distributed to the legislators in their respective chambers at the beginning of each day's session and made available to the public.

After the Legislature has adjourned sine die, the digital versions of the daily journals are compiled, formatted, edited, repeatedly checked for accuracy, indexed, and finally bound in permanent hardbound publications of up to three volumes. These hardbound copies of the journals also contain certain ancillary information relating to the legislative *calendar*, the personnel of the Legislature, a table of contents regarding legislation, the Standing Rules, and the Joint Rules of the Senate and Assembly.

Biennial Report of Nevada State Agencies and Nevada Statistical Abstract

Each biennium, the Department of Administration's Budget Division compiles *Perspectives: A Biennial Report of Nevada State Agencies*. The report contains an organizational chart of state government and a section describing each state agency. Descriptions include a statement of purpose, organizational structures, significant legislative or executive action affecting the agency, a list of major administrators within the agency, goals, and what the agency did to help achieve its goals. Each department's section includes department goals, an employee count, statutory authority, and main telephone numbers. The Budget Division also maintains and updates the Nevada Statistical Abstract, which contains links to data describing the people, economy, and environment of Nevada.

The *Nevada Report to Taxpayers* is updated annually and summarizes state revenues and expenditures during the previous fiscal year. Also provided are detailed financial reports from state agencies, regulatory bodies, local governments, and school districts in the state.

These documents are available online exclusively, and may be accessed through the Web site of the Budget Division at <http://www.budget.state.nv.us> under the "publications" tab.

Political History of Nevada

One of the most comprehensive historical reference works on Nevada state government and politics is the *Political History of Nevada*, the eleventh revised edition of which was issued by the Secretary of State in 2006.

The political history contains background data on the historical development of the state; descriptive material on the state symbols and mottoes; lists of territorial and state elective officials; informative articles; and complete statewide election returns for every special, primary, and general election since 1864. A special section on the Legislature highlights valuable information regarding apportionment of the Nevada State Legislature since 1861 and lists the membership of each session of the territorial and state legislatures.

Audits of State Agencies

The Audit Division of the Legislative Counsel Bureau periodically issues audits and other reports of interest to legislators. Because of the technical nature and complexity of these reports, it is recommended that interested legislators consult with the Legislative Auditor for assistance when obtaining audit reports.

Every legislator receives a copy of the *Biennial Report of the Legislative Auditor*, which summarizes audit reports on state agencies. This report also includes specific recommendations to the Legislature for laws to improve the efficiency and effectiveness of state government.

Legislative Videorecordings

The Legislative Counsel Bureau provides a program for legislators, in DVD or VHS format, titled *Overview of the Nevada Legislature and Legislative Counsel Bureau*. The *Overview* includes a description of staff and services of the Assembly, Senate, all Divisions, and the Administrative units. The DVD or VHS program may be borrowed by individual legislators.

The National Conference of State Legislatures also provides several videorecordings on various legislative topics. For specific information, contact the Research Library (775-684-6827), by e-mail at library@lcb.state.nv.us, or at the Legislative Counsel Bureau, 401 South Carson Street, Carson City, Nevada 89701-4747.

Recommended Schedule of Priorities for Capital Improvements

Pursuant to NRS 341.191, the State Public Works Board is required to recommend to the Governor and to the Legislature a schedule of priorities for the construction of proposed capital improvements. The *State Administrative Manual* requires all institutions and departments to submit to the State Public Works Board, for consideration and recommendation, their requests for all new construction and remodeling projects that cost in excess of \$100,000. The publication containing the long-range perspective of the capital construction needs and ultimate level of financing required is the *Recommended 2007-2009 Capital Improvement Program*.

The recommended schedule assigns each proposed capital improvement project a project number and title. This information is followed by a cost estimate and description of the project. In providing funds to carry out a program of capital improvements, the Legislature normally makes reference in legislation to the project numbers assigned to various projects by the State Public Works Board in its recommended schedule. Hence, the recommended schedule is key to understanding the state's approved capital improvement program.

Mason's Manual of Legislative Procedure

The standing rules of both houses of the Nevada State Legislature designate *Mason's Manual of Legislative Procedure* as the parliamentary authority to be followed in the absence of any constitutional provisions, standing rules, customs, usage, precedents, or statutes governing the conduct of proceedings in the chambers. *Mason's Manual*, because of its official standing, is thus one of the most important printed resources for legislators.

The manual contains a complete outline of parliamentary laws and rules, explaining questions of precedence of motions, the conduct of debate, methods of voting, and other intricacies of procedure. Citations to collateral parliamentary authorities permit in-depth analysis of specific issues, while the narrative itself (which is organized by topical sections for purposes of citation) offers a statement of general principles applicable in most given situations.

In addition to an extensive table of contents, the manual has an index, a brief index, and a table of cases cited. Limited copies of *Mason's Manual* are available for checkout from the Research Library. Copies are also available for purchase by legislators at \$50 per copy from the Publications Unit of the Legislative Counsel Bureau.

Nevada Legislative Manual

Each legislator is provided with a copy of the *Nevada Legislative Manual*, which contains information regarding the structure and processes of the Legislature. The manual, published by the Legislative Counsel Bureau, also includes information to assist new legislators in adjusting to legislative life.

Legislative Counsel Bureau Publications

The Legislative Counsel Bureau issues several reports and publications useful to legislators. These publications are the *Legislative Appropriations Report*, *Summary of Legislation*, Legislative Counsel Bureau bulletins, and various background papers.

1. ***Legislative Appropriations Report***. Produced biennially by the Fiscal Analysis Division, this report details all the appropriations made by the Legislature for

the operation of Nevada state government. It is distributed to all members of the Legislature as soon as possible after the adjournment of the legislative session.

2. **Summary of Legislation.** Produced biennially by the Research Division, this report summarizes all legislation enacted during the most recent session.
3. **Legislative Counsel Bureau Bulletins.** The Legislative Commission, responding to directions contained in concurrent resolutions, normally assigns a number of interim studies on legislative problems to its subcommittees, the staff of the Legislative Counsel Bureau, or both. Upon their completion, these studies, together with recommendations for appropriate legislative action, are published in bulletins by the Legislative Counsel Bureau and distributed to the members at the next session of the Legislature. Each publication is given a bulletin number.

A complete list of Legislative Counsel Bureau bulletins issued to date is included as Appendix E of this *Nevada Legislative Manual*. The numbering system for bulletins was changed in 1976 so that a bulletin now has a two-part number. The first part is the year of the regular session to which the report was made, and the second part is a sequence number for that session. Thus, the first bulletin to the 2007 Session is 07-1.

While an attempt is made to maintain a sufficient supply of each bulletin to accommodate requests for additional copies, certain numbers are now out of print. Anyone wishing to review the contents of out-of-print bulletins may do so by consulting the editions retained by the Legislative Counsel Bureau in its Research Library.

4. **Background Papers.** These reports, which are produced prior to each legislative session by the Research Division as part of its requirements under NRS 218.735, discuss subjects that may be of major interest during legislative sessions. The Division welcomes legislators' suggestions for topics to be covered in background papers.

Executive Budget

The major fiscal document used by legislators in Nevada is the *Executive Budget*, which contains actual appropriation and expenditure figures for past fiscal years, agency requests for the future biennium, and the gubernatorial recommendations that endorse or modify agency budgetary requests. Included in the budget document are program statements that preface the detailed fiscal information for the various departments, boards, commissions, and other agencies of the state. Starting in 1993, the budget segregated each account into base and current services level budgets, and all program enhancements were separately identified. In addition, quantitative indicators of each program's performance were added to the budget document in 1993. The budget is

organized functionally, by agency, with summaries relating to personnel, operating expenses, travel, and requests for equipment.

The introductory materials located at the front of the budget document provide general interest data relating to the Nevada economy, taxation, revenue, personal income, population, and fiscal trends. This information is useful in understanding the factors involved in calculating budget projections, but it is equally useful as a statistical reference work on the State of Nevada.

Economic Forum

The Economic Forum is a five-member committee from the private sector directed to provide a forecast of future State General Fund revenues by December 1 of even-numbered years (NRS 353.226 through NRS 353.229). The Governor appoints three members to the forum, and the Majority Floor Leader of the Senate and the Speaker of the Assembly each nominate a member. The forum is assisted in preparing the forecast by a Technical Advisory Committee made up of the Budget Director, Senate and Assembly Fiscal Analysts, State Demographer, Director of Research for the Employment Security Division, Vice Chancellor for Finance of the Nevada System of Higher Education, and the Chair of the Committee on Local Government Finance.

The forecast prepared by the Economic Forum will be based on the existing revenue structure and must be used by the agencies, the Governor, and the Legislature in recommending and approving the new budget. A second written report must be submitted by the Economic Forum to the Governor and the Legislature by May 1 of odd-numbered years that confirms or revises the projections contained in the December 1 forecast.

LIBRARY SERVICES FOR LEGISLATORS

Research Library—Legislative Counsel Bureau

The Research Library operates within the Research Division of the Legislative Counsel Bureau. The library serves the legislative staff and legislators, and it is also open to state agency personnel and the general public. The library is a reference center specializing in legislative and governmental subjects. Located on the first floor of the Sedway Office Building, the library hours are 8 a.m. to 5 p.m., Monday through Friday (telephone: 775-684-6827; e-mail: library@lcb.state.nv.us).

The Research Library serves as a depository for official Nevada legislative documents and provides reports and studies on current issues for legislative research. Holdings include current and previous sets of Nevada compiled laws, bills introduced since 1911, Nevada territorial and state journals and session laws, and minutes of legislative hearings. The legislative committee minutes are microfiched starting in

the early 1970s, and from 1993 forward the minutes are available on the Legislature's Web site at <http://www.leg.state.nv.us>. The library collects all materials required to compile a legislative history and provides a guide to the materials and the process on the library's Web site, <http://www.leg.state.nv.us/lcb/research/library>. Library staff also provide Internet access to over 3,400 legislative history packets from the library's Web site.

The library collection also includes published reports of the Audit, Fiscal Analysis, and Research Divisions of the Legislative Counsel Bureau, federal and state agencies, organizations, and associations that provide brief informational reports, which the library collects in subject files. Collected materials are catalogued and entered into a library database.

Staff provide information by utilizing in-house print and electronic materials, specialists in government and private sectors, and Internet sources.

Division of State Library and Archives

Nevada's State Library and Archives was established in 1861 as the territorial library for service to attorneys and justices. Today it provides library and information services to all Nevadans. The State Library and Archives acts as the information service center for all functions of state government and coordinates many activities for public libraries throughout the state.

A full range of information services is provided by the State Library and Archives, and additional information is available on its Web site at: <http://www.NevadaCulture.org>. State Library and Archives hours are 8 a.m. to 5 p.m., Monday through Friday.

The following areas are of special use to members of the Legislature:

STATE LIBRARY SERVICES

Reference librarians answer reference and research requests using in-depth collections of public administration, business, census, human resources, taxation, and Nevada materials. Comprehensive collections of statistical and demographic information, telephone and other directories, and a wide variety of information databases provide quick access to information essential to legislative action (telephone: 775-684-3360; e-mail: nslref@clan.lib.nv.us).

The reference staff answers questions of a general or special nature, performs manual and database literature searches, compiles bibliographies or lists of information sources on subjects, and obtains difficult-to-find materials through interlibrary loan from other libraries located in and out of state. A telecommunications network connecting the computer databases of Nevada's public and academic libraries provides information transfer statewide; a computer lab is also available. The home page address is: <http://www.NevadaCulture.org>.

The State Publications Distribution Center collects Nevada state and local agency publications in all formats for research use at the State Library and Archives and distributes copies of these publications to the Clark, Elko, and Washoe County libraries and the University of Nevada campuses at Las Vegas and Reno (telephone: 775-684-3320).

The State Library and Archives is a federal documents depository, maintaining a current and historical collection of 549,435 federal documents, which includes congressional bills, statutes, hearings, and reports, as well as executive publications. A limited collection of out-of-state and intergovernmental documents is also available. Full reference, computer search, photocopy, and microform reader-printer services are available for all collections (telephone: 775-684-3329).

The Regional Library for the Blind and Physically Handicapped provides braille and recorded books and magazines to handicapped individuals. Legislators are invited to visit this program and review the unique and varied materials and equipment the program offers (telephone: 775-684-3354).

Technical Services coordinates the cataloging of library materials and the sharing of information on a statewide basis. The section develops and maintains a statewide computer database for the interlibrary loan network and coordinates the development of circulation databases (telephone: 775-684-3309).

During the legislative session, the State Library and Archives offers the Legislative Hot Line, which provides information on all aspects of legislative processes and activities. Inquiries may be made by telephone or in person and are answered free of charge. Between legislative sessions, questions are handled by reference librarians via telephone at the State Library and Archives (Carson City area 775-684-3360 and toll-free from other areas of Nevada at 800-955-9080; or via e-mail at nvhotline@clan.lib.nv.us).

The Library Development Section provides consultation on library and information services to local libraries and state institutions; promotes coordination and improvement of library services on a statewide basis; collects data and publishes statistics and directories; monitors, evaluates, and assists with administration of state and federal grants for library development; assists with development of library automation projects statewide; and develops training and continuing education activities for library staff members and public library trustees (telephone: 775-684-3324).

ARCHIVES AND RECORDS

The State Archives program preserves the records that document the history of Nevada government dating back to 1851, including many records of the Legislative, Judicial, and Executive Branches of government. There are more than 13,400 cubic

feet of territorial and state government records and over 12,000 images of Nevada people and places, providing visual information that complements the Archives' documentation of Nevada history.

The staff provides research and photocopying of records and referral to historical materials housed elsewhere (telephone: 775-684-3310 or e-mail: jmkintop@clan.lib.nv.us). The Records Management Program inventories the records of Executive Branch agencies and prepares records retention schedules for state and local governments (telephone: 775-684-3411). The Micrographics and Imaging Program microfilms records for permanent retention and scans documents to CD ROM for easier access (telephone: 775-684-3414).

Archives and Records provides technical assistance and advice to the Nevada Supreme Court and the Legislative Counsel Bureau in the preparation of their records retention schedules and operates a records center in Carson City which substantially reduces the storage costs to the state for agencies.

Nevada's Supreme Court Law Library

Occupying the first floor of the Supreme Court Building (201 South Carson Street, Carson City), the Supreme Court Law Library provides legal information and research services to legislators, including references, interlibrary loan, and photocopying. Computer legal research is available through public access Westlaw and Shepard's terminals. Requests for information may be made by telephone: 775-684-1670; facsimile: 775-684-1662; e-mail: mhoffman@nvcourts.state.nv.us; Web site: <http://www.clan.lib.nv.us/polpac/nsc/firsttry.htm>; or in person. The law library is staffed from 7:30 a.m. to 5 p.m., Monday through Friday, and access is through either the east, west, or southwest entrance. Legislators may use the intercom at the southwest entrance to identify themselves to Security to enter the library between 5 p.m. and 11 p.m., Monday through Friday. For weekend access or key card access, contact library staff at 775-684-1670.

INTERNET SERVICES

Legislature's Web Site

The Nevada State Legislature offers a Web site (<http://www.leg.state.nv.us>), which contains a variety of information regarding the operation of the Legislature. Through the Web site, the public can access bills, resolutions, minutes, daily journals, and histories from the 1995 to 2007 Legislative Sessions. Bill histories are also available back through the 1985 Session. Information regarding the interim legislative committees is available back through the 1997-1998 interim, including the members, agendas, and minutes for each committee.

Through the Web site, members of the public can contact their state Senator or Assemblyman by electronic mail or read the legislator's biography. Finally, the text of the NRS, the NAC, the *Register of Regulations*, and recent Nevada Supreme Court decisions can be browsed or searched. The recent reports of interim legislative committees, background papers, and the *Summary of Legislation* are also available. Additional documents that may be reviewed include the *Nevada Constitution*, court rules, city charters, and the 1861 and 1864 Acts of Congress, which organized the Nevada Territory and enabled the people to form the state government.

CHAPTER VI
APPENDICES OF
SELECTED INFORMATION

LIST OF APPENDICES OF SELECTED INFORMATION

	<i>Page</i>
Appendix A—120-Day Calendar and Dates of Interest	201
Appendix B—Limitations and Deadlines for Bill Draft Requests	207
Appendix C—Nevada’s Legislative Process	211
Appendix D—Examples of Bills, Resolutions, and a Fiscal Note	215
Appendix E—Legislative Counsel Bureau Bulletins	239
Appendix F—Legislative Terminology	255
Appendix G—Legislative District Maps	265
Appendix H—Building Maps	277
Appendix I—State Agency Map	285
Appendix J—Legislative Manual Index	289

APPENDIX A
120-DAY CALENDAR AND
DATES OF INTEREST

NEVADA LEGISLATURE
2007 SESSION
120-Day Calendar and Dates of Interest

The following dates are established by the *Nevada Constitution*, *Nevada Revised Statutes*, and rules adopted by the Legislature.

Biennial Sessions

Article IV, Section 2 of the *Nevada Constitution* provides that the Legislature shall be biennial (meet every two years) and shall convene following the election of members of the Assembly. Accordingly, the Legislature convenes in the odd-numbered years.

Start of Session

Article IV, Section 2 of the *Nevada Constitution* provides that the Legislature shall commence on the first Monday of February.

Submission of the Proposed Executive Budget

Article IV, Section 2 of the *Nevada Constitution* provides that the Governor shall submit the proposed *Executive Budget* to the Legislature “not later than 14 calendar days before the commencement of each regular session.”

Limitations on Requests and Introduction of Bill Drafts

Prior to the start of the legislative session, Chapter 218 of *Nevada Revised Statutes* governs deadlines for and limitations on the number of requests for bill drafts. After the session commences, Joint Rules 14 through 14.7 (which are adopted and may be amended by the Legislature at the beginning of each session) prescribe the deadlines and limitations on requests for bill drafts. These same rules establish the deadlines for the introduction of legislation.

Deadlines for Passage of Bills

Joint Rules 14 through 14.7 also place deadlines for passage of bills out of the final committee of reference in the house of origin (if at all) and, subsequently, by the house of origin (if at all). Similar deadlines are imposed for legislation in the second house.

Exemptions from Deadlines and Limitations

Certain legislation, including measures requested by or referred to the Senate Committee on Finance or the Assembly Committee on Ways and Means, resolutions that memorialize or commend a group of people, and resolutions relating to legislative business (adoption of rules, appointment of attachés, establishing interim studies, et cetera) are exempt from the limitations on committee requests and the deadlines for introduction and passage.

Length of Session

Article IV, Section 2 of the *Nevada Constitution* requires the Legislature to “adjourn sine die” not later than 120 calendar days after its commencement.

Effective Date of Legislation

Every law or joint resolution passed by the Legislature becomes effective on October 1 following its passage, unless the law or joint resolution specifically prescribes a different effective date.

**NEVADA LEGISLATURE
2005 SESSION
120-Day Calendar and Dates of Interest**

January 2007						
	<i>1</i>	2	3	4	5	6
7	8	9	10	11	12	13
14	<i>15</i>	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

January

- 1 New Year's Day (state holiday)
- 15 Martin Luther King, Jr. Day (state holiday)
- 22 Deadline for delivery of *Executive Budget*
Governor delivers *State of the State Address*
- 23 Budget hearings begin*

February 2007						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	<i>19</i>	20	21	22	23	24
25	26	27	28			

February

- 5 *1st day*—**LEGISLATURE CONVENES**
- 12 *8th day*—Deadline for legislators to submit bill draft requests (BDRs)
- 13 *9th day*—Joint subcommittees start
- 19 Presidents' Day (state holiday)
- 23 *19th day*—Deadline for committees to submit BDRs

March 2007						
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

March

- 12 *36th day*—Finish drafting bills requested by legislators*
- 19 *43rd day*—Deadline for legislators to introduce personal BDRs
Finish drafting bills requested by committees*
- 26 *50th day*—Deadline for committees to introduce BDRs

Note: Dates in *bold/italics* are official state holidays.

April 2007						
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

April

- 3 *58th day*—Begin closing budgets*
- 13 *68th day*—Committee passage (first house)
- 24 *79th day*—First house passage

May 2007						
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

May

- 1 *86th day*—Economic Forum Report due
- 4 *89th day*—Start resolving budget differences*
- 18 *103rd day*—Committee passage (second house)
- 24 *109th day*—Finish budget differences
- 25 *110th day*—Second house passage
- 28 Memorial Day observed (state holiday)
- 30 *115th day*—Budget bills introduced, Exempt bills from committee

June 2007						
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

June

- 2 *118th day*—Conference reports to drafting
- 4 *120th day*—Sine die

*Certain items relating to completion of bill draft requests and the budget process are not formal deadlines included in the *Nevada Constitution*, statutes, or legislative rules.

Note: Dates in ***bold/italics*** are official state holidays.

APPENDIX B
LIMITATIONS AND DEADLINES FOR
BILL DRAFT REQUESTS

NUMBER OF LEGISLATIVE MEASURES THAT MAY BE REQUESTED FOR DRAFTING, BY ENTITY NEVADA STATE LEGISLATURE—2007 REGULAR SESSION		
<i>Authorized Entity</i>	<i>Time Frame</i>	<i>Number of Measures/Entity</i>
Incumbent State Senator	On or before September 1, 2006	10
Each State Senator	September 2, 2006, through December 15, 2006	10
Each State Senator	February 5 through February 12, 2007	4
Incumbent Assemblyman	On or before September 1, 2006	5
Each Assemblyman	September 2 through December 15, 2006	5
Each Assemblyman	February 5 through February 12, 2007	2
Standing Committee Chair	On or before December 15, 2006	1 per 15 measures referred during previous session
Standing Committees	February 5, 2007, through 5 p.m. on February 23, 2007	50 per house
Majority Leader of the Senate	Before session	15
Majority Leader of the Senate	Emergency requests during session	5
Speaker of the Assembly	Before session	15
Speaker of the Assembly	Emergency requests during session.	5
Minority Leader of the Senate	Before session	10
Minority Leader of the Senate	Emergency requests during session	2
Minority Leader of the Assembly	Before session	10
Minority Leader of the Assembly	Emergency requests during session	2
Legislative Commission	Before February 5, 2007	15
Interim Finance Committee	Before February 5, 2007	10
Statutory Legislative Committees	On or before September 1, 2006	10 each
Interim Study Committees Created by 2005 Legislature Created by Legislative Commission	Before July 1, 2006 On or before September 1, 2006	5 5
Secretary of the Senate	Before or during session	Unlimited, but must pertain to duties
Chief Clerk of the Assembly	Before or during session	Unlimited, but must pertain to duties
Legislative Counsel	Before or during session	Unlimited, but must pertain to duties

LEGISLATIVE MANUAL

<i>Authorized Entity</i>	<i>Time Frame</i>	<i>Number of Measures/Entity</i>
Supreme Court For Supreme Court and district courts For municipal and justice courts	On or before September 1, 2006	16 4
Governor/Executive Branch	On or before September 1, 2006	125
Department of Administration to implement budget	On or before February 23, 2007	Unlimited
Lieutenant Governor	On or before September 1, 2006	2
Attorney General	On or before September 1, 2006	25
Secretary of State	On or before September 1, 2006	8
State Treasurer	On or before September 1, 2006	5
State Controller	On or before September 1, 2006	5
University Board of Regents	On or before September 1, 2006	5
Board of county commissioners in county of 400,000 or more (includes 1 recommended by metropolitan police department in each county)	On or before September 1, 2006	15
School district in such county	On or before September 1, 2006	5
Board of county commissioners in county of 100,000 to 399,999	On or before September 1, 2006	10
School district in such county	On or before September 1, 2006	2
Board of county commissioners in county of less than 100,000	On or before September 1, 2006	2
School district in such county	On or before September 1, 2006	1
City council of a city of 100,000 or more	On or before September 1, 2006	4
City council of a city less than 100,000	On or before September 1, 2006	1
Association of Counties	On or before September 1, 2006	20
Association of Cities	On or before September 1, 2006	20
Association of Elected Officials	On or before September 1, 2006	5 each
Regional Planning Coalition	On or before September 1, 2006	1

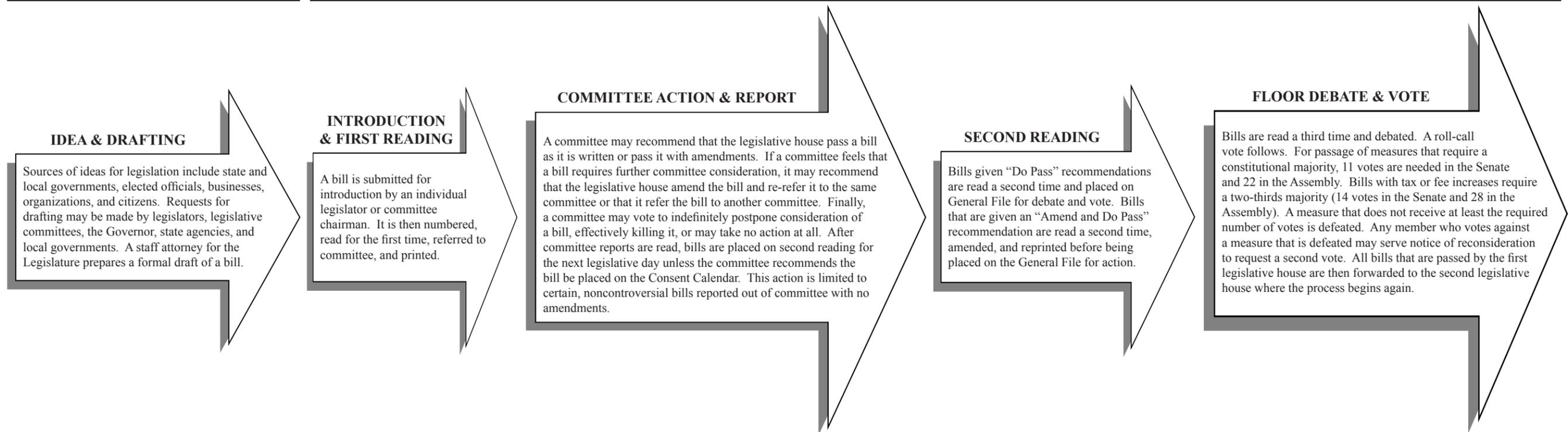
NOTE: Measures exempted from limits by Joint Rule 14 include legislative business, interim studies, memorials, and commendations

APPENDIX C
NEVADA'S LEGISLATIVE PROCESS

NEVADA'S LEGISLATIVE PROCESS

INITIAL STEPS BY THE AUTHOR

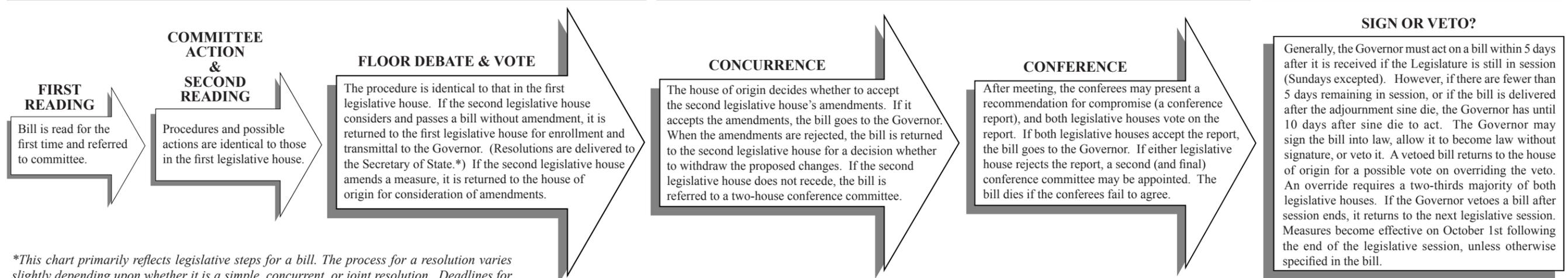
ACTION IN THE HOUSE OF ORIGIN



ACTION IN THE SECOND HOUSE

RESOLUTION OF DIFFERENCES, IF NECESSARY

ROLE OF THE GOVERNOR



**This chart primarily reflects legislative steps for a bill. The process for a resolution varies slightly depending upon whether it is a simple, concurrent, or joint resolution. Deadlines for final action on bills and resolutions by committee and house are typically established by rule at the beginning of session.*

APPENDIX D
EXAMPLES OF BILLS, RESOLUTIONS,
AND
A FISCAL NOTE

THIS IS AN EXAMPLE OF A SENATE BILL

S.B. 127

SENATE BILL NO. 127—SENATORS TITUS AND HARDY

FEBRUARY 24, 2005

Referred to Committee on Taxation

SUMMARY—Expands exemption for certain small businesses from requirements for state business license. (BDR 32-679)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: Yes.

~

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

AN ACT relating to the licensing of businesses; expanding the exemption for certain small businesses from the requirements for a state business license; and providing other matters properly relating thereto.

Legislative Counsel's Digest:

1 Existing law requires a business to obtain a state business license and pay a
2 license fee of \$100 annually unless the business is exempt by law. (NRS 360.760-
3 360.795) Among the businesses exempt from the license requirement is a business
4 operated by a person from his home that earns not more than 66 2/3 percent of the
5 previous year's average annual wage pursuant to Chapter 612 of NRS.
6 (NRS 360.765)
7 This bill expands the exemption to include all businesses that earn not more
8 than 66 2/3 percent of the previous year's average annual wage. To clarify
9 the applicability of the exemption, this bill repeals NRS 360.785 which addresses
10 the activities that constitute a business and incorporates the provision into the
11 amendment of NRS 360.765.

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

1 **Section 1.** NRS 360.765 is hereby amended to read as follows:
2 360.765 1. ~~["Business"]~~ *Except as otherwise provided in*
3 *subsection 2, "business"* includes:
4 (a) A corporation, partnership, proprietorship, limited-liability
5 company, business association, joint venture, limited-liability



SENATE BILL EXAMPLE CONTINUED

- 2 -

1 partnership, business trust and their equivalents organized under the
2 laws of this State or another jurisdiction and any other person that
3 conducts an activity for profit; and

4 (b) ~~[The] Any activity or~~ activities of a natural person ~~[which are~~
5 ~~deemed to be a business pursuant to NRS 360.785.] for which the~~
6 *person is required to file with the Internal Revenue Service a*
7 *Schedule C (Form 1040), Profit or Loss From Business Form, or*
8 *its equivalent or successor form, a Schedule E (Form 1040),*
9 *Supplemental Income and Loss Form, or its equivalent or*
10 *successor form, or a Schedule F (Form 1040), Profit or Loss*
11 *From Farming Form, or its equivalent or successor form.*

12 2. The term does not include:

13 (a) A governmental entity.

14 (b) A nonprofit religious, charitable, fraternal or other
15 organization that qualifies as a tax-exempt organization pursuant to
16 26 U.S.C. § 501(c).

17 (c) A person who operates a business ~~[from his home]~~ and earns
18 from that business not more than 66 2/3 percent of the average
19 annual wage, as computed for the preceding calendar year pursuant
20 to chapter 612 of NRS and rounded to the nearest hundred dollars.

21 (d) A business whose primary purpose is to create or produce
22 motion pictures. As used in this paragraph, "motion pictures" has
23 the meaning ascribed to it in NRS 231.020.

24 **Sec. 2.** NRS 360.785 is hereby repealed.

25 **Sec. 3.** This act becomes effective on July 1, 2005.

TEXT OF REPEALED SECTION

360.785 Activities of natural person constituting business.

The activity or activities conducted by a natural person shall be deemed to be a business that is subject to the provisions of NRS 360.760 to 360.795, inclusive, if the person is required to file with the Internal Revenue Service a Schedule C (Form 1040), Profit or Loss From Business Form, or its equivalent or successor form, a Schedule E (Form 1040), Supplemental Income and Loss Form, or its equivalent or successor form, or a Schedule F (Form 1040), Profit or Loss From Farming Form, or its equivalent or successor form, for the business.

Ⓢ



THIS IS AN EXAMPLE OF AN ASSEMBLY BILL

A.B. 32

ASSEMBLY BILL NO. 32—COMMITTEE ON
NATURAL RESOURCES, AGRICULTURE, AND MINING

(ON BEHALF OF THE STATE DEPARTMENT OF AGRICULTURE)

PREFILED FEBRUARY 4, 2005

Referred to Committee on Natural Resources,
Agriculture, and Mining

SUMMARY—Makes certain information collected by State
Department of Agriculture confidential.
(BDR 50-657)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: No.

EXPLANATION — Matter in *bolded italics* is new; matter between brackets ~~for omitted material~~ is material to be omitted.

AN ACT relating to the State Department of Agriculture; making
certain information collected by the Department
confidential; and providing other matters properly relating
thereto.

Legislative Counsel's Digest:

- 1 Existing law authorizes the State Department of Agriculture to collect and
- 2 disseminate information to educate and benefit the livestock and agricultural
- 3 industries in this State. (NRS 561.285) Under existing law, the Department may be
- 4 required to make such information open for public inspection. (NRS 239.010)
- 5 Books and records of a governmental entity are required to be open for public
- 6 inspection unless they are deemed by statute to be confidential or if the
- 7 governmental entity determines pursuant to a balancing test that disclosure is not
- 8 required. (*Donrey v. Bradshaw*, 106 Nev. 630 (1990))
- 9 This bill expands the audience for whom the Department collects and
- 10 disseminates information to include the general public. This bill further makes all
- 11 proprietary information and information relating to a natural person, company,
- 12 corporation or other entity that is collected by the Department confidential, unless
- 13 the Director of the Department determines that release of the information will not
- 14 be detrimental to the natural person, company, corporation or other entity.



ASSEMBLY BILL EXAMPLE CONTINUED

- 2 -

THE PEOPLE OF THE STATE OF NEVADA, REPRESENTED IN
SENATE AND ASSEMBLY, DO ENACT AS FOLLOWS:

- 1 **Section 1.** NRS 561.285 is hereby amended to read as follows:
2 561.285 ~~[The]~~
3 1. *Except as otherwise provided in subsection 2, the*
4 Department may collect and disseminate, throughout the State,
5 information calculated to educate and benefit the *general public and*
6 *the* livestock and agricultural industries of the State of Nevada, and
7 information pertaining to any program administered by the
8 Department.
9 2. *All proprietary information and other information*
10 *specifically relating to a natural person, company, corporation or*
11 *other entity which is collected by the Department pursuant to the*
12 *provisions of titles 49 and 50 of NRS and chapters 581, 582, 583,*
13 *586, 587, 588 and 590 of NRS is confidential, unless the Director*
14 *determines that release of the information will not be detrimental*
15 *to the natural person, company, corporation or other entity.*
16 **Sec. 2.** This act becomes effective on July 1, 2005.

Ⓢ



THIS IS AN EXAMPLE OF A SENATE JOINT RESOLUTION

S.J.R. 13

SENATE JOINT RESOLUTION NO. 13—COMMITTEE ON
HUMAN RESOURCES AND EDUCATION

MARCH 29, 2005

Referred to Committee on Human Resources and Education

SUMMARY—Urges Congress to preserve Community Services Block Grant program as independent federal program. (BDR R-1396)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: No.

~

EXPLANATION—Matter in *bolded italics* is new, matter between brackets ~~omitted material~~ is material to be omitted.

SENATE JOINT RESOLUTION—Urging Congress to preserve the Community Services Block Grant program as an independent federal program.

- 1 WHEREAS, The Community Services Block Grant program,
- 2 administered by the Department of Health and Human Services, was
- 3 created by the federal Omnibus Budget Reconciliation Act of 1981
- 4 and is designed to provide a range of services to address the needs
- 5 of low-income persons to ameliorate the causes and conditions of
- 6 poverty; and
- 7 WHEREAS, The money allocated by the program is used to
- 8 provide services that assist such persons in attaining the skills,
- 9 knowledge and motivation necessary to achieve self-sufficiency and
- 10 may also be used to provide the immediate necessities of life such as
- 11 food, shelter and medicine; and
- 12 WHEREAS, Throughout the nation, local governments have
- 13 created more than 1,080 Community Action Agencies as public or
- 14 private entities to channel the money provided by the Community
- 15 Services Block Grant program into communities to coordinate
- 16 resources and empower communities in rural and urban areas; and
- 17 WHEREAS, In Nevada, each dollar received by Community
- 18 Action Agencies leverages at least \$19 brought in from other
- 19 sources, and this money is reinvested in the business communities



SENATE JOINT RESOLUTION EXAMPLE CONTINUED

- 2 -

1 of Nevada, thus enhancing the economic vitality as well as the
2 social fabric of the entire State; and
3 WHEREAS, Using money provided by the Community Services
4 Block Grant program, Community Action Agencies in this State not
5 only assist low-income persons in obtaining employment, training,
6 education, including participation in Head Start, energy assistance,
7 senior services, and health and nutrition benefits, but the Agencies
8 also acquire the infrastructure to develop affordable housing
9 projects, assist first-time home buyers in paying down-payment and
10 closing costs, and help senior citizens repair their homes; and
11 WHEREAS, When such activities relating to housing are
12 considered, the leverage for each federal dollar received by the State
13 of Nevada increases up to \$29; and
14 WHEREAS, The proposed federal budget for Fiscal Year 2006
15 recommends the elimination of the Community Services Block
16 Grant program; and
17 WHEREAS, The elimination of the program would negatively
18 impact not only the residents of Nevada but citizens all across the
19 United States and would significantly hinder the ability of
20 Community Action Agencies and other businesses to improve the
21 economic viability of families and businesses, hurting those in need
22 and lessening their ability to live a decent life; now, therefore, be it
23 RESOLVED BY THE SENATE AND ASSEMBLY OF THE STATE OF
24 NEVADA, JOINTLY, That the members of the 73rd Session of the
25 Nevada Legislature urge Congress to preserve the Community
26 Services Block Grant program as an independent program
27 administered by the Department of Health and Human Services and
28 to appropriate money for the program for Fiscal Year 2006 that
29 meets or exceeds the funding level for Fiscal Year 2005; and be it
30 further
31 RESOLVED, That the Secretary of the Senate prepare and
32 transmit a copy of this resolution to the Vice President of the United
33 States as the presiding officer of the Senate, the Speaker of the
34 House of Representatives, the Secretary of the Department of Health
35 and Human Services, and each member of the Nevada
36 Congressional Delegation; and be it further
37 RESOLVED, That this resolution becomes effective upon
38 passage.

Ⓢ



THIS IS AN EXAMPLE OF AN ASSEMBLY JOINT RESOLUTION

A.J.R. 8

ASSEMBLY JOINT RESOLUTION NO. 8—COMMITTEE ON ELECTIONS,
PROCEDURES, ETHICS, AND CONSTITUTIONAL AMENDMENTS

(ON BEHALF OF THE SECRETARY OF STATE)

MARCH 23, 2005

Referred to Committee on Elections, Procedures, Ethics,
and Constitutional Amendments

SUMMARY—Proposes to amend Nevada Constitution to specify
time of determination of number of signatures
required on petition for initiative or referendum.
(BDR C-1069)

FISCAL NOTE: Effect on Local Government: No.
Effect on the State: No.

~

EXPLANATION—Matter in *bolded italics* is new, matter between brackets *[omitted material]* is material to be omitted.

ASSEMBLY JOINT RESOLUTION—Proposing to amend the
Nevada Constitution to specify that the number of
signatures required on a petition for referendum or a
petition for initiative is to be determined when, before
circulating the petition for signatures, a copy of the
petition is filed with the Secretary of State.

- 1 RESOLVED BY THE ASSEMBLY AND SENATE OF THE STATE OF
2 NEVADA, JOINTLY, That Section 1 of Article 19 of the Nevada
3 Constitution be amended to read as follows:
4 Sec. 1. 1. A person who intends to circulate a petition
5 that a statute or resolution or part thereof enacted by the
6 Legislature be submitted to a vote of the people, before
7 circulating the petition for signatures, shall file a copy thereof
8 with the Secretary of State. He shall file the copy not earlier
9 than August 1 of the year before the year in which the
10 election will be held.
11 2. Whenever a number of registered voters of this State
12 equal to 10 percent or more of the number of voters who
13 voted at the last preceding general election shall express their



ASSEMBLY JOINT RESOLUTION EXAMPLE CONTINUED

- 2 -

1 wish by filing with the Secretary of State, not less than 120
 2 days before the next general election, a petition in the form
 3 provided for in Section 3 of this Article that any statute or
 4 resolution or any part thereof enacted by the Legislature be
 5 submitted to a vote of the people, the officers charged with
 6 the duties of announcing and proclaiming elections and of
 7 certifying nominations or questions to be voted upon shall
 8 submit the question of approval or disapproval of such statute
 9 or resolution or any part thereof to a vote of the voters at the
 10 next succeeding election at which such question may be voted
 11 upon by the registered voters of the entire state. *The number*
 12 *of registered voters of this State equal to 10 percent or more*
 13 *of the number of voters who voted at the last preceding*
 14 *general election required to file a petition must be*
 15 *determined at the time the copy of the petition is filed with*
 16 *the Secretary of State pursuant to subsection 1.* The
 17 circulation of the petition shall cease on the day the petition is
 18 filed with the Secretary of State or such other date as may be
 19 prescribed for the verification of the number of signatures
 20 affixed to the petition, whichever is earliest.

21 3. If a majority of the voters voting upon the proposal
 22 submitted at such election votes approval of such statute or
 23 resolution or any part thereof, such statute or resolution or
 24 any part thereof shall stand as the law of the State and shall
 25 not be amended, annulled, repealed, set aside, suspended or in
 26 any way made inoperative except by the direct vote of the
 27 people. If a majority of such voters votes disapproval of such
 28 statute or resolution or any part thereof, such statute or
 29 resolution or any part thereof shall be void and of no effect.

30 And be it further

31 RESOLVED, That Section 2 of Article 19 of the Nevada
 32 Constitution be amended to read as follows:

33 Sec. 2. 1. Notwithstanding the provisions of Section 1
 34 of Article 4 of this Constitution, but subject to the limitations
 35 of Section 6 of this Article, the people reserve to themselves
 36 the power to propose, by initiative petition, statutes and
 37 amendments to statutes and amendments to this Constitution,
 38 and to enact or reject them at the polls.

39 2. An initiative petition shall be in the form required by
 40 Section 3 of this Article and shall be proposed by a number of
 41 registered voters equal to 10 percent or more of the number of
 42 voters who voted at the last preceding general election in not
 43 less than 75 percent of the counties in the State, but the total
 44 number of registered voters signing the initiative petition
 45 shall be equal to 10 percent or more of the voters who voted



ASSEMBLY JOINT RESOLUTION EXAMPLE CONTINUED

- 3 -

1 in the entire state at the last preceding general election. *The*
2 *number of registered voters equal to 10 percent or more of*
3 *the number of voters who voted at the last preceding general*
4 *election required to propose an initiative petition must be*
5 *determined at the time a copy of the petition is filed with the*
6 *Secretary of State pursuant to subsection 3 or 4.*

7 3. If the initiative petition proposes a statute or an
8 amendment to a statute, the person who intends to circulate it
9 shall file a copy with the Secretary of State before beginning
10 circulation and not earlier than January 1 of the year
11 preceding the year in which a regular session of the
12 Legislature is held. After its circulation, it shall be filed with
13 the Secretary of State not less than 30 days prior to any
14 regular session of the Legislature. The circulation of the
15 petition shall cease on the day the petition is filed with the
16 Secretary of State or such other date as may be prescribed for
17 the verification of the number of signatures affixed to the
18 petition, whichever is earliest. The Secretary of State shall
19 transmit such petition to the Legislature as soon as the
20 Legislature convenes and organizes. The petition shall take
21 precedence over all other measures except appropriation bills,
22 and the statute or amendment to a statute proposed thereby
23 shall be enacted or rejected by the Legislature without change
24 or amendment within 40 days. If the proposed statute or
25 amendment to a statute is enacted by the Legislature and
26 approved by the Governor in the same manner as other
27 statutes are enacted, such statute or amendment to a statute
28 shall become law, but shall be subject to referendum petition
29 as provided in Section 1 of this Article. If the statute or
30 amendment to a statute is rejected by the Legislature, or if no
31 action is taken thereon within 40 days, the Secretary of State
32 shall submit the question of approval or disapproval of such
33 statute or amendment to a statute to a vote of the voters at the
34 next succeeding general election. If a majority of the voters
35 voting on such question at such election votes approval of
36 such statute or amendment to a statute, it shall become law
37 and take effect upon completion of the canvass of votes by
38 the Supreme Court. An initiative measure so approved by the
39 voters shall not be amended, annulled, repealed, set aside or
40 suspended by the Legislature within 3 years from the date it
41 takes effect. If a majority of such voters votes disapproval of
42 such statute or amendment to a statute, no further action shall
43 be taken on such petition. If the Legislature rejects such
44 proposed statute or amendment, the Governor may
45 recommend to the Legislature and the Legislature may



* A J R 8 *

ASSEMBLY JOINT RESOLUTION EXAMPLE CONTINUED

- 4 -

1 propose a different measure on the same subject, in which
2 event, after such different measure has been approved by the
3 Governor, the question of approval or disapproval of each
4 measure shall be submitted by the Secretary of State to a vote
5 of the voters at the next succeeding general election. If the
6 conflicting provisions submitted to the voters are both
7 approved by a majority of the voters voting on such
8 measures, the measure which receives the largest number of
9 affirmative votes shall thereupon become law. If at the
10 session of the Legislature to which an initiative petition
11 proposing an amendment to a statute is presented which the
12 Legislature rejects or upon which it takes no action, the
13 Legislature amends the statute which the petition proposes to
14 amend in a respect which does not conflict in substance with
15 the proposed amendment, the Secretary of State in submitting
16 the statute to the voters for approval or disapproval of the
17 proposed amendment shall include the amendment made by
18 the Legislature.

19 4. If the initiative petition proposes an amendment to the
20 Constitution, the person who intends to circulate it shall file a
21 copy with the Secretary of State before beginning circulation
22 and not earlier than September 1 of the year before the year in
23 which the election is to be held. After its circulation it shall
24 be filed with the Secretary of State not less than 90 days
25 before any regular general election at which the question of
26 approval or disapproval of such amendment may be voted
27 upon by the voters of the entire state. The circulation of the
28 petition shall cease on the day the petition is filed with the
29 Secretary of State or such other date as may be prescribed for
30 the verification of the number of signatures affixed to the
31 petition, whichever is earliest. The Secretary of State shall
32 cause to be published in a newspaper of general circulation,
33 on three separate occasions, in each county in the State,
34 together with any explanatory matter which shall be placed
35 upon the ballot, the entire text of the proposed amendment. If
36 a majority of the voters voting on such question at such
37 election votes disapproval of such amendment, no further
38 action shall be taken on the petition. If a majority of such
39 voters votes approval of such amendment, the Secretary of
40 State shall publish and resubmit the question of approval or
41 disapproval to a vote of the voters at the next succeeding
42 general election in the same manner as such question was
43 originally submitted. If a majority of such voters votes
44 disapproval of such amendment, no further action shall be
45 taken on such petition. If a majority of such voters votes



* A J R 8 *

ASSEMBLY JOINT RESOLUTION EXAMPLE CONTINUED

- 5 -

1 approval of such amendment, it shall, unless precluded by
2 subsection 5 or 6, become a part of this Constitution upon
3 completion of the canvass of votes by the Supreme Court.

4 5. If two or more measures which affect the same
5 section of a statute or of the Constitution are finally approved
6 pursuant to this Section, or an amendment to the Constitution
7 is finally so approved and an amendment proposed by the
8 Legislature is ratified which affect the same section, by the
9 voters at the same election:

10 (a) If all can be given effect without contradiction in
11 substance, each shall be given effect.

12 (b) If one or more contradict in substance the other or
13 others, the measure which received the largest favorable vote,
14 and any other approved measure compatible with it, shall be
15 given effect. If the one or more measures that contradict in
16 substance the other or others receive the same number of
17 favorable votes, none of the measures that contradict another
18 shall be given effect.

19 6. If, at the same election as the first approval of a
20 constitutional amendment pursuant to this Section, another
21 amendment is finally approved pursuant to this Section, or an
22 amendment proposed by the Legislature is ratified, which
23 affects the same section of the Constitution but is compatible
24 with the amendment given first approval, the Secretary of
25 State shall publish and resubmit at the next general election
26 the amendment given first approval as a further amendment
27 to the section as amended by the amendment given final
28 approval or ratified. If the amendment finally approved or
29 ratified contradicts in substance the amendment given first
30 approval, the Secretary of State shall not submit the
31 amendment given first approval to the voters again.

Ⓢ



* A J R 8 *

**THIS IS AN EXAMPLE OF A
SENATE CONCURRENT RESOLUTION**

S.C.R. 16

SENATE CONCURRENT RESOLUTION No. 16—SENATORS RHOADS, AMODEI, BEERS, CARE, CARLTON, CEGAVSKE, COFFIN, HARDY, HECK, HORSFORD, LEE, MATHEWS, MCGINNESS, NOLAN, RAGGIO, SCHNEIDER, TIFFANY, TITUS, TOWNSEND, WASHINGTON AND WIENER

APRIL 6, 2005

JOINT SPONSORS: ASSEMBLYMEN CARPENTER, ALLEN, ANDERSON, ANGLE, ARBERRY JR., ATKINSON, BUCKLEY, CHRISTENSEN, CLABORN, CONKLIN, DENIS, GANSERT, GERHARDT, GIUNCHIGLIANI, GOICOECHEA, GRADY, HARDY, HETTRICK, HOGAN, HOLCOMB, HORNE, KIRKPATRICK, KOIVISTO, LESLIE, MABEY, MANENDO, MARVEL, MCCLAIN, MCCLEARY, MORTENSON, MUNFORD, OCEGUERA, OHRENSCHALL, PARKS, PARNELL, PERKINS, PIERCE, SEALE, SHERER, SIBLEY, SMITH AND WEBER

Read and Adopted

SUMMARY—Recognizes unveiling of statue of Sarah Winnemucca in National Statuary Hall in United States Capitol in Washington, D.C. and celebrates unveiling of replica of statue at Nevada State Capitol in Carson City. (BDR R-1414)

EXPLANATION—Matter in *bolded italics* is new, matter between brackets ~~omitted material~~ is material to be omitted.

SENATE CONCURRENT RESOLUTION—Recognizing the unveiling of the statue of Sarah Winnemucca in the National Statuary Hall in the United States Capitol in Washington, D.C. and celebrating the unveiling of a replica of the statue at the Nevada State Capitol in Carson City.

- 1 WHEREAS, In 1864, Congress established the National Statuary
- 2 Hall in the Old Hall of the House of Representatives in the United
- 3 States Capitol and authorized each state to contribute two statues



SENATE CONCURRENT RESOLUTION EXAMPLE CONTINUED

- 2 -

1 that represent important historical figures of that state to the
2 National Statuary Hall; and

3 WHEREAS, In 2001, the Nevada Legislature approved a bill
4 providing for the creation of a statue of Sarah Winnemucca for
5 placement in the National Statuary Hall Collection located in the
6 United States Capitol in Washington, D.C. and provided for the
7 designation of a committee to select an artist to create the statue and
8 approve its design; and

9 WHEREAS, Nevada's First Lady Dema Guinn served as
10 Honorary Chair of the Sarah Winnemucca Selection Committee and
11 also spearheaded efforts by the Nevada Women's History Project to
12 raise the funds necessary for completing and placing the original
13 statue in the United States Capitol and a full-size replica of the
14 statue in the Nevada State Capitol in Carson City; and

15 WHEREAS, The Nevada Department of Cultural Affairs provided
16 administrative support for the project, ensuring that all funds raised
17 were spent on the creation, transportation, documentation and
18 placement of the statues; and

19 WHEREAS, Sarah Winnemucca, born near Nevada's Humboldt
20 River in about 1844, was the daughter of Chief Winnemucca and the
21 granddaughter of the formidable Chief Truckee of the Northern
22 Paiute Tribe, who led John C. Fremont and his men across the Great
23 Basin to California; and

24 WHEREAS, Sarah Winnemucca's life was filled with remarkable
25 achievements, including serving as an interpreter for the United
26 States Army and the Bureau of Indian Affairs, serving as a scout,
27 peacemaker and interpreter during the Bannock War of 1878,
28 becoming the first Native American woman to write and publish a
29 book, and establishing a nongovernmental school for Paiute children
30 that became a model for future educational facilities for Native
31 American youth; and

32 WHEREAS, As a tireless spokeswoman for Native Americans,
33 Sarah Winnemucca was an advocate for the rights of her people
34 throughout the United States and even brought her message before
35 President Rutherford B. Hayes and the Congress of the United
36 States; and

37 WHEREAS, In fighting for justice, peace and equality for all
38 persons, Sarah Winnemucca represented the highest ideals of
39 America; and

40 WHEREAS, Sarah Winnemucca's wisdom, activism and
41 determination made an invaluable and enduring contribution to the
42 political and cultural history of Nevada; and

43 WHEREAS, On March 9, 2005, a 6-foot-4-inch bronze statue of
44 Sarah Winnemucca, sculpted by artist Benjamin Victor, was
45 unveiled in the rotunda of the United States Capitol before a



SENATE CONCURRENT RESOLUTION EXAMPLE CONTINUED

- 3 -

1 delegation of state and national officials and hundreds of Nevadans;
2 and

3 WHEREAS, Today, April 6, 2005, a full-size replica of the Sarah
4 Winnemucca statue representing Nevada in the United States
5 Capitol is being unveiled at the Nevada State Capitol in Carson
6 City; now, therefore, be it

7 RESOLVED BY THE SENATE OF THE STATE OF NEVADA, THE
8 ASSEMBLY CONCURRING, That the Nevada Legislature is hereby
9 proud to recognize the unveiling of the statue of Sarah Winnemucca
10 and its inclusion in the National Statuary Hall Collection at the
11 United States Capitol in Washington, D.C.; and be it further

12 RESOLVED, That the Nevada Legislature is honored to celebrate
13 the unveiling of a full-size replica of the Sarah Winnemucca statue
14 at the Nevada State Capitol in Carson City which will serve to
15 memorialize her lifetime of accomplishments and signify her
16 position as a distinguished citizen of this State; and be it further

17 RESOLVED, That the Secretary of the Senate prepare and
18 transmit a copy of this resolution to Governor Kenny Guinn and
19 Nevada's First Lady Dema Guinn, to each member of the Nevada
20 Congressional Delegation, to Scott K. Sisco, Interim Director of the
21 Department of Cultural Affairs, to Joan M. LeMere, State President
22 of Nevada Women's History Project, and to artist and sculptor
23 Benjamin Victor.

Ⓢ



**THIS IS AN EXAMPLE OF AN
ASSEMBLY CONCURRENT RESOLUTION**

A.C.R. 30

ASSEMBLY CONCURRENT RESOLUTION NO. 30—ASSEMBLYMEN
KOIVISTO, ALLEN, ANDERSON, ANGLE, ARBERRY JR.,
ATKINSON, BUCKLEY, CARPENTER, CHRISTENSEN,
CLABORN, CONKLIN, DENIS, GANSERT, GERHARDT,
GIUNCHIGLIANI, GOICOECHEA, GRADY, HARDY, HETTRICK,
HOGAN, HOLCOMB, HORNE, KIRKPATRICK, LESLIE,
MABEY, MANENDO, MARVEL, MCCLAIN, MCCLEARY,
MORTENSON, MUNFORD, OCEGUERA, OHRENSCHALL,
PARKS, PARNELL, PERKINS, PIERCE, SEALE, SHERER,
SIBLEY, SMITH AND WEBER

MAY 10, 2005

JOINT SPONSORS: SENATORS TITUS, AMODEI, BEERS, CARE,
CARLTON, CEGAUSKE, COFFIN, HARDY, HECK, HORSFORD,
LEE, MATHEWS, MCGINNESS, NOLAN, RAGGIO, RHOADS,
SCHNEIDER, TIFFANY, TOWNSEND, WASHINGTON AND
WIENER

Read and Adopted

SUMMARY—Designates April 28, 2005, as Workers Memorial
Day in Nevada. (BDR R-1405)

EXPLANATION — Matter in *bolded italics* is new; matter between brackets ~~forbidden material~~ is material to be omitted.

ASSEMBLY CONCURRENT RESOLUTION—Designating
April 28, 2005, as Workers Memorial Day in Nevada.

- 1 WHEREAS, Since 1989, April 28 has been observed as Workers
- 2 Memorial Day by the American Federation of Labor and Congress
- 3 of Industrial Organizations (AFL-CIO), and the day has been
- 4 recognized internationally since 1996 when a Global Union
- 5 delegation lit a commemoration candle at the United Nations
- 6 Headquarters in New York City to highlight the plight of workers
- 7 who die, are injured or become ill on the job; and
- 8 WHEREAS, This date is significant in that it is the anniversary of
- 9 the enactment of the Occupational Safety and Health Act of 1970,



ASSEMBLY CONCURRENT RESOLUTION EXAMPLE CONTINUED

- 2 -

1 and trade unionists in nearly 100 countries around the world now
2 mark April 28 as an “International Day of Mourning”; and

3 WHEREAS, Workers Memorial Day is not only a day on which
4 to remember the workers who have succumbed to an occupational
5 disease or been injured or killed on the job, but a time to renew the
6 commitment to prevent these tragedies from occurring in the future
7 by supporting needed protections and defending the promise of safe
8 jobs for all workers; and

9 WHEREAS, The theme for Workers Memorial Day for this year
10 is “Good Jobs, Safe Jobs: Protect Workers Now”; and

11 WHEREAS, Decades of struggle by workers and their unions has
12 resulted in significant improvements in working conditions, but the
13 toll of workplace injuries, illness and deaths remains too high, with
14 statistics showing that in 2003 alone, more than 4.3 million workers
15 were injured, and 5,559 workers died as a result of job hazards and
16 another 60,000 died from occupational diseases; and

17 WHEREAS, Too often these tragedies and the devastation they
18 cause for the workers, their families and their coworkers are quickly
19 forgotten; now, therefore, be it

20 RESOLVED BY THE ASSEMBLY OF THE STATE OF NEVADA, THE
21 SENATE CONCURRING, That the 73rd Session of the Nevada
22 Legislature hereby designates April 28, 2005, as Workers Memorial
23 Day, a day to honor and remember the workers who have
24 succumbed to occupational diseases or been injured or killed as a
25 result of work-related accidents; and be it further

26 RESOLVED, That the residents of the State of Nevada are hereby
27 urged to observe this day by recognizing the need for strengthening
28 safety and health protections in the workplace so that future
29 workplace tragedies can be prevented.

30



THIS IS AN EXAMPLE OF A SENATE RESOLUTION

S.R. 4

SENATE RESOLUTION NO. 4—SENATORS RAGGIO, TITUS, AMODEI, BEERS, CARE, CARLTON, CEGAVSKE, COFFIN, HARDY, HECK, HORSFORD, LEE, MATHEWS, MCGINNESS, NOLAN, RHOADS, SCHNEIDER, TIFFANY, TOWNSEND, WASHINGTON AND WIENER

MARCH 23, 2005

Read and Adopted

SUMMARY—Inducts Joseph M. Neal, Jr., into Senate Hall of Fame. (BDR R-1363)

~

EXPLANATION—Matter in *bolded italics* is new, matter between brackets ~~permitted material~~ is material to be omitted.

SENATE RESOLUTION—Inducting Joseph M. Neal, Jr., into the Senate Hall of Fame.

- 1 WHEREAS, The Senate of the Legislature of the State of Nevada
2 has established a Senate Hall of Fame whose members are selected
3 by leadership from those past Senators who have served with
4 distinction and who have made exemplary contributions to the State
5 of Nevada; and
6 WHEREAS, Joseph “Joe” M. Neal, Jr., was first elected to the
7 Senate in 1972, becoming the first African-American member of the
8 Senate, and represented with great spirit and integrity the residents
9 of Clark County in the Nevada Legislature from 1973 to 2004 for a
10 total of 32 years, one of the longest tenures in the Senate in Nevada
11 history; and
12 WHEREAS, In his long and distinguished career in the Senate,
13 Joe Neal served as Senate President Pro Tempore, Assistant
14 Majority Floor Leader, Minority Floor Leader and Assistant
15 Minority Floor Leader and chaired both the Senate Committee on
16 Human Resources and Facilities and the Senate Committee on
17 Natural Resources; and
18 WHEREAS, Among his many accomplishments in the
19 Legislature, Senator Neal led the fight to establish the state holiday
20 in honor of Martin Luther King, Jr., and championed civil rights and
21 equal rights; and



SENATE RESOLUTION EXAMPLE CONTINUED

- 2 -

1 WHEREAS, Senator Neal also fought for reforming Nevada's tax
2 system to benefit the average resident of this State and sponsored
3 legislation strengthening Nevada's fire protection codes; and

4 WHEREAS, Throughout his legislative career, Senator Neal
5 spoke eloquently and debated fiercely on behalf of the
6 disadvantaged; and

7 WHEREAS, Senator Neal also distinguished himself through his
8 mastery of the rules of parliamentary procedure and knowledge of
9 legislative rules; and

10 WHEREAS, Senator Neal enhanced his legislative service by
11 playing an active role in philanthropic endeavors by serving the
12 Clark County community in leadership positions on numerous
13 boards, commissions and foundations; now, therefore, be it

14 RESOLVED BY THE SENATE OF THE STATE OF NEVADA, That
15 Joseph M. Neal, Jr., who dedicated 32 years of his life to the service
16 of the people of the State of Nevada as a member of the Legislature
17 and in other public capacities, is hereby inducted into the Senate
18 Hall of Fame of the Legislature of the State of Nevada.

Ⓢ



THIS IS AN EXAMPLE OF AN ASSEMBLY RESOLUTION

A.R. 7

ASSEMBLY RESOLUTION NO. 7—ASSEMBLYMEN
PERKINS, BUCKLEY AND HETRICK

MAY 17, 2005

Read and Adopted

SUMMARY—Adds Joseph E. Dini, Jr., to Assembly Wall of
Distinction. (BDR R-1448)

EXPLANATION – Matter in *bolded italics* is new; matter between brackets ~~omitted material~~ is material to be omitted.

ASSEMBLY RESOLUTION—Adding Joseph E. Dini, Jr., to the
Assembly Wall of Distinction.

- 1 WHEREAS, The Assembly of the Legislature of the State of
2 Nevada has established an Assembly Wall of Distinction for those
3 past members selected by leadership who served with great
4 distinction and who made exemplary contributions to the State of
5 Nevada; and
6 WHEREAS, Joseph E. Dini, Jr., served the Nevada Assembly, the
7 “people’s house” of the Legislature, with great skill, integrity,
8 leadership and fairness as its Speaker for an unprecedented 16 years,
9 from 1977 to 1978 and 1987 to 2000, and as a member for a record
10 36 years; and
11 WHEREAS, Joe Dini’s record-setting service in the Assembly is a
12 legacy that will endure over future years, decades and centuries and
13 that rightly earned him the ongoing designations of “Speaker
14 Emeritus” and “State Assemblyman 1”; and
15 WHEREAS, Joe Dini represented the very fabric of the legislative
16 institution and will forever be remembered for his diligent efforts to
17 guide Nevada in its transition from a small western state to the most
18 vibrant and rapidly growing state in the nation; and
19 WHEREAS, Joe Dini was a recognized expert on numerous issues
20 important to both rural and urban areas of the State, including the
21 management of Nevada’s precious water resources, public
22 education, arts, cultural affairs and historic preservation, and the
23 protection of the clear waters of Lake Tahoe through an Interstate
24 Compact between Nevada and California; and



ASSEMBLY RESOLUTION EXAMPLE CONTINUED

- 2 -

1 WHEREAS, The people and government of the State of Nevada
2 were incredibly fortunate to have been served faithfully and led with
3 great vision by "Mr. Speaker" Joseph E. Dini, Jr.; now, therefore, be
4 it

5 RESOLVED BY THE ASSEMBLY OF THE STATE OF NEVADA, That
6 Speaker Joseph E. Dini, Jr., who dedicated much of his life to the
7 service of the people of the State of Nevada as the longest serving
8 Speaker and member of the Nevada Assembly, is hereby added to
9 the Assembly Wall of Distinction.

⑩



THIS IS AN EXAMPLE OF A FISCAL NOTE

BDR 32-716

SB 391

EXECUTIVE AGENCY
FISCAL NOTE

AGENCY'S ESTIMATES

Date Prepared: April 3, 2005

Agency Submitting: Compliance Division, Department of Taxation

Items of Revenue or Expense, or Both	Fiscal Year 2004-05	Fiscal Year 2005-06	Fiscal Year 2006-07	Effect on Future Biennia
Decrease in MBTFI tax due to section 1 (Revenue)		(\$1,801,800)	(\$2,047,500)	(\$4,311,216)
Increase to MBT tax due to section 1 (Revenue)		\$584,168	\$621,237	\$1,357,053
Total		(\$1,217,632)	(\$1,426,263)	(\$2,954,163)

Explanation (Use Additional Sheets of Attachments, if required)

The BDR appears to move the Pawn Shops and Collection Agencies from the financial institution business tax rate of 2% to the general business tax rate of 0.065%. The reported wages by these institutions were compared to total MBTFI wages to compute the rate of reduction of MBTFI at 8.19%. This was then applied to the Economic Forum Forecasts for MBTFI tax for FY 2006 and 2007. These same reported wages were compared to the wages reported for MBT to compute the rate of increase of MBT at 0.282%. Again this was applied to the Economic Forum Forecasts for MBT tax for FY 2006 and 2007. A growth rate percentage of 6% was applied for each year to arrive at the amounts for Future Biennia. No expense to change the computer system was computed as it appears very little would be changed.

Name Dino DiCianno

Title Deputy Director - Compliance

DEPARTMENT OF ADMINISTRATION'S COMMENTS

Date April 12, 2005

Agency's response appears reasonable.

Name John P. Comeaux

Title Director

APPENDIX E
LEGISLATIVE COUNSEL BUREAU
BULLETINS

LEGISLATIVE COUNSEL BUREAU BULLETINS

Bulletin Number	Title
LEGISLATIVE COUNSEL BUREAU BULLETINS	
1	A Survey of the Functions of the Offices, Departments, Institutions, and Agencies of the State of Nevada and What They Cost (1947).
2	A Survey of Power and Industrial Facilities in Southern Nevada (1947).
3	A Survey of Sales Taxes Applicable to Nevada (1948).
4	Administrative Reorganization for Effective Government Management in Nevada (Gorvine, 1948).
5	Financial and Administrative Problems of Nevada Schools, and Suggested Solutions (1948).
6	A Survey of the Functions of the Insurance Commissioner (1948).
7	County Consolidation and Reorganization in Nevada (1948).
8	Report of the Legislative Counsel 1947-1948 (1948).
9	Survey of Recodification Problems in Nevada (1950).
10	Survey of the Nevada Hospital for Mental Diseases (1950).
11	Report of the Legislative Auditor 1949-1950 (1950).
12	A Survey of State-Owned Automobiles in Nevada (1950).
13	Report of the Nevada Legislative Counsel Bureau (1950).
14	Analysis of Appropriations Made by Nevada Legislature 1951 Session (1951).
15	Home Rule in Nevada (1952).
16	Nevada's Registration Law (1952).
17	Report of the Legislative Auditor 1951-1952 (1952).
*18	Survey of Handicapped Children in Nevada (DeWhitt, 1952).
*19	Housing Aged Persons in Nevada (1952).
20	Report of the Nevada Legislative Counsel Bureau (1953).
21	Analysis of Appropriations Made by Nevada Legislature 1953 Session (1953).
22	Report of the Legislative Auditor 1953-1954 (1954).
23	Public Health Administration in Nevada (1954).
24	Nevada Sexual Deviation Research (1955).
25	Legislation Toward Effective Library and Related Services for the People of Nevada (1954).
26	Analysis of Appropriations by the 1955 Legislature and Analysis of General Fund Activities Biennium 1953-1955 (1955).
27	Report of the Legislative Auditor 1955-1956 (1956).
28	The University of Nevada: An Appraisal (McHenry Report, 1956).
29	Analysis of Appropriations by the 1957 Legislature and Analysis of General Fund Activities Biennium 1955-1957 (1957).
30	Report of the Legislative Auditor 1957-1958 (1958).
31	Alcoholism in Nevada (1958).
32	A Study of the Presidential Primary (1958).
33	Temporary Disability Benefits (1958).
34	The Nevada School of Industry: An Appraisal (1958).
35	The Beneficial Use of Water in Nevada (1959).
36	Survey of Fish and Game Problems in Nevada (1959).
37	A Study of Administrative Law; Administrative Rule Making; The Conduct of Administrative Hearings and The Judicial Rule Thereof (1958).
38	Analysis of Appropriations by the 1959 Legislature and Analysis of General Fund Activities Biennium 1957-1959 (1959).
39	Report of the Legislative Auditor 1958-1959 (1959).

Bulletin Number	Title
40	A Study of the Feasibility of Establishing a Nevada Bureau of Criminal Identification and Investigation (1959).
41	A Study of State Bonding and Insurance Problems (1960).
42	A Study of the Election Laws of Nevada Relating to Primary and General Elections (1960).
43	Analysis of Appropriations by the 1960 Legislature and Analysis of General Fund Activities Fiscal Year 1959-1960 (1960).
44	Financing State and Local Government in Nevada (Zubrow Report, 1960).
45	Report of the Legislative Auditor 1959-1960 (1960).
46	State and County Welfare Administration in Nevada (Barrick Report, 1960).
47	Mentally Retarded Children in Nevada: An Appraisal (1960).
48	Judicial Retirement in Nevada (1961).
49	Analysis of Appropriations by the 1961 Legislature and Analysis of General Fund Activities Fiscal Year 1960-1961 (1961).
...	A Survey of Adoption Practices in Nevada 1961 (No Number, 1961).
50	Report of the Legislative Auditor 1960-1961 (1961).
51	Restoration and Preservation of Nevada's Historic Cemeteries (1962).
52	Rehabilitation of Sex Offenders in Nevada: An Evaluation (1962).
53	Incidental Charges to the Purchasers of Dwellings (Under FHA and VA Insured of Guaranteed Mortgages) (1962).
54A	Audit Reports of Departments and Agencies (1962).
54B	Audit Reports of Departments and Agencies (1963).
55	Problems Involved in Financing Public Buildings With Lease-Purchase Agreements (1962).
56	A Study of the Problems Relating to the Use of Checks and Drafts in the Purchase of Livestock and Agricultural Products (1962).
57	Home Rule Study (Mimeographed, 1963).
58	Child Welfare and Adoption in Nevada—A New Law and a New Approach (Mittler, 1963).
59	Audit Reports of Departments and Agencies (1963-1964).
60	Nevada's Uniform Commercial Code (1967).
61	Legislative Manual, State of Nevada, 1965.
62	Audit Reports of Departments and Agencies (1964-1965).
63	Audit Reports of Departments and Agencies (1965-1966).
64	Legislative Manual, State of Nevada, 1967.
*65	Bill Drafting Manual (1966) (Periodic revisions to update material).
66	Revision of Nevada's Substantive Criminal Law and Procedure in Criminal Cases (Criminal Code) (1966).
67	Taxation of Banks and Other Financial Institutions in the State of Nevada (1966).
68	Study of General Fund Revenues of the State of Nevada (Lybrand, 1966).
68A	Summary of the Study of General Fund Revenues of the State of Nevada (1966).
69	State Financial Support for Public Schools (1967).
70	Audit Reports of Departments and Agencies of the State of Nevada (1966-1967).
71	Audit Reports of Departments and Agencies of the State of Nevada (Vols. I and II, 1967-1968).
72	Economic Regulation of Business and Unfair Competition (1968).
73	Fish and Game Laws (1968).
*73	A Fish and Game Laws (Supplemental Report, 1969).
74	Nevada's Court Structure (1968).

Bulletin Number	Title
75	Legislative Techniques (1969).
76	Need and Feasibility of Establishing an Estate Tax in Nevada (1969).
77	Legislative Manual, State of Nevada, 1969.
78	Public Printing in Nevada (1969).
79	The Marlette Lake Water System—A Report on the Feasibility and Desirability of its Retention (1969).
80	Illegal Narcotic and Drug Use in Nevada (1969).
81	Nevada State Hospital Procedures (1969).
82	Motor Vehicle Laws and Highway Safety Standards (1969).
83	Nevada's Laws Regulating Savings and Loan Associations (1969).
84	The Activities and Services of the Welfare Division of the Department of Health, Welfare and Rehabilitation (1969).
85	Revision of Nevada's Mining Laws (1969).
86	Audit Reports of Departments and Agencies of the State of Nevada (1968-1969).
87	Audit Report (1970).
88	County Courts for Nevada (1970).
89	Legislative Manual 1971.
90	Proposed Evidence Code for the State of Nevada (1970).
91	Consumer Protection (1970).
92	Nevada Municipal Governments (1970).
93	Gaming Supervision and Control in Nevada (1970).
94	Museums for Southern Nevada (1970).
95	Highway Safety Standards and Motor Vehicle Carriers: A Continuation Study (1970).
96	Nevada's Community Property Laws (1970).
97	State-Supported Communications Systems (1970).
98	Report on the Continuation Study of the Marlette Lake Water System (1971).
99	Audit Reports of Departments and Agencies of the State of Nevada (Issued by the Fiscal Analyst) (1971).
100	Fiscal Analyst Report (1972).
101	Subcommittee Study of Facilities for Juvenile Offenders (1972).
102	Legislative Printing Requirements and Costs (1972).
103	Legislative Manual 1973.
104	NIC Report (1972).
105	Continuation Study of Nevada Municipal Government (1972).
106	Subdivision Planning and Zoning (1972).
107	Conflicts of Interest (1972).
108	State Welfare Laws (1972).
109	Continuation Study of Highway Safety Standards and Motor Vehicle Laws (1972).
110	Senior Citizens Tax Relief Study (1972).
111	Nevada Election Laws (1972).
112	Legislative Rules Study (1972).
113	Nevada Probate Statutes (1974).
114	Counsel Bureau Organization and Legislative Procedures (1974).
115	Consolidation of State and Local Welfare Programs (1974).
116	Development of the Practice of Chinese Medicine (1974).
117	Mental Health Care Facilities and Programs (Interim Report 1974).
118	Unincorporated Town Governments (1974).
119	Mobile Home Taxation (1974).

Bulletin Number	Title
120	Temporary Disability Insurance (1974).
121	Financial Condition of Public Housing Authorities (1974).
122	Tax Exemptions for Charitable Societies (1974).
123	Nevada Legislative Counsel Bureau Staff Study on the Role of the Lieutenant Governor (1974).
124	State Insurance Policies and Procedures (1974).
125	Nevada Legislative Counsel Bureau Staff Study on the Feasibility of a Forestry Nursery Facility, Southern Nevada (1974).
126	Legislative Manual 1975.
†77-1	The Problems of Medical Malpractice Insurance.
77-2	Study of Electric and Gas Utilities and the Public Service Commission of Nevada.
77-3	Personnel and Administrative Practices of the Court System and District Attorneys.
77-4	Funding Nevada's Courts.
77-5	Budget Formulas and Formats for the University of Nevada System.
77-6	Deriving Additional State Benefits from Public Lands.
77-7	Skilled Nursing Facilities and Problems of the Aged and Aging.
77-8	Publications Policy of State Agencies.
77-9	Employer Payment of Employee Contributions to the Public Employees' Retirement System.
77-10	Roles of the State Health Division and Local Governments in Approving Construction Projects.
77-11	Creation, Financing and Governance of General Improvement Districts.
77-12	Problems Confronting the Dairy Industry.
77-13	General Funding for the Support of the Nevada Department of Fish and Game.
77-14	Regional Water and Sewer in Washoe County.
77-15	Problems Related to the State Permanent School Fund.
77-16	Recommendations by the Citizens' Advisory Committee Studying Sexual Discrimination in Nevada's Laws.
77-17	Review of Regulations of Executive Agencies by the Director of the Legislative Counsel Bureau.
77-18	Study of State Election Laws.
77-19	Records Retention Procedures of Local Governments.
77-20	Study of Intergovernmental Payments.
77-21	Study Ways of Encouraging Private and Community Foundations.
77-22	Summary of Interim Studies of the Legislative Commission.
77-23	Legislative Manual 1977.
79-1	Administrative Procedures Followed by the Nevada Industrial Commission and Alternative Methods of Providing Workman's Compensation Coverage.
79-2	The Condition of the State Prison.
79-3	Community College Division of the University of Nevada System.
79-4	Provisions Relating to Obscenity.
79-5	Feasibility of Creating a Commission to Regulate Transportation.
79-6	Administration of Mental Hygiene and Mental Retardation Programs in Nevada.
79-7	Unclaimed Property in Nevada.
79-8	Structures and Functions of the State Board of Education and State Department of Education.
79-9	Problems Concerning Professional Liability Insurance.
79-10	Pupil Achievement in Nevada.
79-11	Availability of Liability and Employee Group Insurance to Local Governments.

Bulletin Number	Title
79-12	Effect of Government Regulation of Small Business.
79-13	Feasibility of Creating a New County to Govern the North Shore Area of Lake Tahoe.
79-14	Recodification of Nevada's Education Laws.
79-15	Problems and Treatment of Alcoholism and Drug Abuse.
79-16	Assessment and Taxation of Geothermal Resources.
79-17	State Veterans' Home in Nevada.
79-18	Study of Crimes and Punishments.
79-19	Select Committee on Public Lands.
79-20	Summary Bulletin of Reports of the Legislative Commission to the 60th Session of the Nevada Legislature.
79-21	Legislative Manual 1979.
79-22	State Science Engineering and Technology Project Report.
81-1	Regulation of Gaming.
81-2	State Public Works.
81-3	Motor Vehicle Insurance Rates and Rating Practices.
81-4	Nevada Prison System.
81-5	Water Problems in the State.
81-6	Transportation and Disposal of Radioactive Material.
81-7	Public Service Commission of Nevada.
81-8	Means of Employing Welfare Recipients.
81-9	Problems of Owners and Renters of Mobile Homes.
81-10	Juvenile Crime and Abuse of Alcohol.
81-11	Problem of Access to Public Land.
81-12	Prevention of Child Abuse.
81-13	Data Processing by Nevada State Government.
81-14	Organization and Financing of Judicial Services Involving Juveniles.
81-15	Libraries and Other Systems for Storing Information.
81-16	Maintenance of State Highways.
81-17	Statewide Master Plan for Fire Protection.
81-18	Effects of Tax Relief Measures.
81-19	Federal Funding in Local Programs.
81-20	State Payments to Private Providers of Care.
81-21	Sunset Review.
81-22	Select Committee on Public Lands.
81-23	Federal Regulations Review.
81-24	Geothermal Resource Development.
81-25	Summary Bulletin of Reports of the Legislative Commission to the 61st Session of the Nevada Legislature.
81-26	Legislative Manual 1981.
81-27	Reapportionment.
81-28	MX Missile.
82-1	State Sovereignty as Impaired by Federal Ownership of Land.
83-1	Study of the Problems and Treatment of Mentally Retarded Adults.
83-2	Access to Governmental Records.
83-3	Prison Master Plan.
83-4	Study of the Central Assessment of Property.
83-5	Workmen's Compensation Through Private Insurers.
83-6	Mass Transit.

Bulletin Number	Title
83-7	Driving While Intoxicated.
83-8	Select Committee on Public Lands.
83-9	Study of Personnel Administration in State Government.
83-10	Federal Regulations Review.
83-11	Ditches and Drainage in the Truckee Meadows.
83-12	Legislative Committee on the Consumer's Advocate.
83-13	Legislative Manual 1983.
83-14	Summary Bulletin of Reports of the Legislative Commission to the 62nd Session of the Nevada Legislature.
83-15	Study of State Program of Group Insurance.
83-16	Study of Rates Charged by Public Utilities.
85-1	Problems Associated with Zoning for Manufactured Homes on Residential Lots.
85-2	Study of Public Broadcasting in Nevada.
85-3	Study of the Problems of Compensation for Certain Victims of Criminal Acts and Possible Statutory Changes to Entitle Other Victims of Crime to Compensation.
85-4	Study of the Providers of Health Care and Health and Care Facilities.
85-5	Study of Dyslexia and Other Specific Learning Disabilities.
85-6	Disposal of High Level Radioactive Waste in Nevada.
85-7	Study of the Feasibility and Desirability of Establishing and Maintaining a Veterans' Cemetery in Nevada.
85-8	Study of the Methods of Taxing Electrical Power Plants and Distributing the Resulting Revenue.
85-9	Study of Education in Nevada.
85-10	Regional Water Authorities and Other Water Issues.
85-11	Nevada Legislature's Committee to Review the Performance of the Office of Consumer's Advocate.
85-12	Legislative Manual 1985.
85-13	Review and Evaluation of the Comprehensive Statewide Plan for Services to Aid Abused and Neglected Children.
85-14	The Function of Parole in the Criminal Justice System.
85-15	Report on Local Government Fiscal Notes and Their Contents.
85-16	Study of the Effects of Certain Tax Measures, Taxation on Aircraft, the Fuel Used in Aircraft and the Promotion of Aviation in Nevada.
85-17	Study of the Laws, Rules and Practices Relating to the Grand Jury in Nevada.
85-18	Study of Laws, Regulations and Policies Which Affect Depository Financial Institutions.
85-19	Effect of Federal Antitrust Laws on the Licensing of Businesses by Local Governments.
*85-20	Study of the Laws Which Concern Mining and Related Activities in Nevada (Unpublished).
85-21	Summary Bulletin of Reports of the Legislative Commission to the 63rd Session of the Nevada Legislature.
85-22	Nevada Legislature's Committee on Public Lands.
87-1	Study of Means to Eliminate Duplication of Governmental Services Between Clark County and Its Largest City and Alternatives Available to Cities in Clark County to Plan and Provide for Growth, Including the Extension of Services to Developing Areas.
87-2	Study of the Public Service Commission of Nevada.
87-3	Feasibility of Minting Gold and Silver Medallions.

Bulletin Number	Title
87-4	Study of the Hazardous Materials Management Committee on Chemical, Toxic and Low-Level Radioactive Wastes.
87-5	Study of Foster Care Provided to Children in Nevada.
87-6	Study of Restraining Costs of Medical Care.
87-7	Study of Financing of Public Schools.
87-8	Study of Industrial Programs for Prisons.
87-9	Study of Limitation of Taxes and of Public Expenses.
87-10	Study of Statutes Requiring Approval by Department of Human Resources of Certain Medical Projects.
87-11	Report of Committee to Oversee Flood Control District in Clark County.
87-12	Study of Potential Uses of Washoe Lake.
87-13	Study of the State's Laws Concerning Public Lands.
87-14	High-Level Radioactive Waste in Nevada.
87-15	Study of Boundaries for Blocks for Census in 1990.
87-16	Review of the Activities of the Tahoe Regional Planning Agency.
87-17	Legislative Committee on Public Lands.
87-18	Study of Insurance Against Medical Malpractice.
87-19	Review of the Performance of the Office of the Consumer's Advocate.
87-20	Study of the Operation of the Program for State Aid to Medically Indigent.
87-21	Nevada Legislative Manual 1987.
87-22	Study of the Use of the Capitol Chambers for Legislative Meetings.
87-23	Study of Fees and Taxes Which Produce Revenue for Construction and Maintenance of Highways.
87-24	Study of Election Laws.
87-25	Study of Methods of Distributing Revenues from the Taxation of Large Electrical Power Plants.
87-26	Feasibility of Insuring Driver Instead of Motor Vehicle.
87-27	Study of the Administration of Block Grants by the Office of Community Services.
87-28	Study of Laws, Regulations and Policies Which Effect Financial Institutions.
87-29	Study of Funding of Cities and Counties.
87-30	Study of Funding of Higher Education in Nevada.
87-31	Study of the Adequacy of State's Standard of Need for Aid to Families with Dependent Children.
87-32	Study of the Methods Used by Department of Transportation to Acquire Land for Highways.
87-33	Study of the Functions and Placement of the Investigation Division of the Department of Motor Vehicles and Public Safety.
87-34	Summary Bulletin of Reports of the Legislative Commission to the 64th Session of the Nevada Legislature.
87-35	Asbestos Abatement Activities.
87-36	Study of the Procedures to Continue the Standing Committees of the Legislature Through the Interim to Conduct Studies.
88-1	Study of the Hazardous Materials Management Committee on Chemical, Toxic, and Low Level Radioactive Waste.
89-1	Study of Block Boundaries for 1990 Census.
89-2	Study of Availability of Low-Income Housing.
89-3	Study of Public Elementary and Secondary Education in Nevada.
89-4	Study of Provision and Funding of Special Education for Handicapped Minors.
89-5	Preservation and Promotion of Nevada's Cultural Resources.

Bulletin Number	Title
89-6	Study of Relationship Between Premium and Actual Costs to Provide Insurance.
89-7	Report of the Blue Ribbon Commission on the Legislative Process.
89-8	Report of the Nevada Legislature's Committee on Health Care.
89-9	Report of the Nevada Legislature's Committee on Public Lands.
89-10	Interim Finance Committee's Subcommittee on Occupational Education.
89-11	A Review of the Performance of the Office of the Consumer's Advocate.
89-12	Review of the Activities of the Tahoe Regional Planning Agency (1987-1988).
89-13	Report of the Nevada Legislature's Committee on High-Level Radioactive Waste. (Not available.)
89-14	Study of Franchises.
89-15	Study of Fiscal Effects Upon Counties of the Incorporation of Cities Under General Law.
89-16	Advisory Committee to Study Laws Relating to Children.
89-17	Study Concerning Basing of Public Utility Rates Upon Anticipated Revenues and Expenses.
89-18	Study on Financing of Commercial and Industrial Development. (Not available.)
89-19	Study of the Mental Health and Mental Retardation Division.
89-20	Summary Bulletin of Reports of the Legislative Commission to the 65th Session of the Nevada Legislature.
89-21	Nevada Legislative Manual 1989.
89-22	Study of the Method of Distribution of Revenues for the Taxation of Electrical Power Plants.
91-1	Study the Availability of Affordable Child Care in Nevada.
91-2	Study of Bicycle Safety and Bicycle Trails in Nevada.
91-3	Study of Traumatic Head Injuries.
91-4	Interim Study of Health Insurance Benefits Required by Law.
91-5	Study of the Problems of Owners of Mobile Homes Who Rent Space in Mobile Home Parks.
91-6	Study on Teenage Pregnancy in Nevada.
91-7	Study and Review Certain Laws and Regulations Relating to Transportation, Including a Review of the Regulation of Motor Carriers.
91-8	Study of the Laws, Regulations and Policies Relating to Water and Waste Water Resources in Nevada.
91-9	Legislative Committee on Health Care.
91-10	Committee on High-Level Radioactive Waste. (Not available.)
91-11	Legislative Committee on Public Lands.
91-12	Reapportionment.
91-13	Study of the State Budget Process.
91-14	Study of the Mental Hygiene and Mental Retardation Division of the Department of Human Resources.
91-15	Study of the Merit Pay Program of the University of Nevada System.
91-16	Study of Classification of Peace Officers.
91-17	Study of Alternative Methods of Resolving Disputes.
91-18	Study of the Youth Services Division and the Juvenile Justice System in Nevada.
91-19	Nevada Legislative Manual 1991.
91-20	Study of Taxation in Nevada.
91-21	Summary Bulletin of Reports of the Legislative Commission to the 66th Session of the Nevada Legislature.
91-22	Commission to Review Salaries of Certain State and Local Elected Officials.

Bulletin Number	Title
93-1	Establishment of Policy and Procedures for Naming State Buildings.
93-2	The Feasibility of Developing a Program of Computer-Assisted Instruction in Nevada's Public Schools.
93-3	Study of Public Elementary and Secondary Education.
93-4	The Study of Gaming.
93-5	Hazardous Emergency Response.
93-6	Study of State Parks.
93-7	Mandated Health Insurance Benefits.
93-8	Study of Industrial Insurance.
93-9	Study of Nevada Laws Regarding Public Books and Records.
93-10	Subdivision of Land.
93-11	Tahoe Regional Planning Compact.
93-12	Transportation.
93-13	The Feasibility of Establishing Veterans' Homes, Veterans' Centers and Motor Pools for Veterans.
93-14	Legislative Committee on Health Care.
93-15	Report of the Committee on High-Level Radioactive Waste. (Not available.)
93-16	Legislative Committee on Public Lands.
93-17	State Budget Process.
93-18	Feasibility of Privatizing Provision of Governmental Services.
93-19	Child and Family Services (Including adoption).
93-20	Potential Funding Sources for Wildlife.
93-21	Welfare System in Nevada.
93-22	Report of Technical Advisory Committee on the Study of Persons Not Covered by Health Insurance.
93-23	Nevada Legislative Manual 1993.
93-24	Summary Bulletin of Reports of the Legislative Commission to the 67th Session of the Nevada Legislature.
93-25	Study of Funding for Special Education Programs.
95-1	Laws Governing Taxing Districts.
95-2	Financing for Construction, Maintenance and Repair of Highways.
95-3	Public Elementary and Secondary Education.
95-4	Use, Allocation and Management of Water.
95-5	Disclosure of Information in Real Estate Transactions.
95-6	Criminal Justice System in Nevada.
95-7	Review Present Efforts to Conserve and Develop Energy Resources.
95-8	Laws Relating to Financing of Infrastructure Which Accompany Development.
95-9	Drug and Alcohol Abuse Among Criminal Offenders.
95-10	Continued Review of Tahoe Regional Planning Agency.
95-11	Legislative Committee on Public Lands.
95-12	Summary Bulletin of Reports of the Legislative Commission to the 68th Session of the Nevada Legislature.
95-13	Nevada Legislative Manual 1995.
95-14	Overtime Worked by State Employees.
95-15	Structure and Functioning of the LCB.
95-16	Revenue and Tax Structure in Nevada.
95-17	Method of Establishing a Legislative Budget Office.
95-18	Legislative Committee on Health Care.
95-19	Commission to Review Compensation of Certain Elected Public Officers.

Bulletin Number	Title
97-1	Summary Bulletin of Reports of the Legislative Commission to the 69th Session of the Nevada Legislature.
97-2	Claims for Medical Malpractice.
97-3	State Regulations that Affect Business and Economic Development.
97-4	Reconfiguring the Structure of School Districts.
97-5	Laws Relating to the Distribution Among Local Governments of Revenue From State and Local Taxes.
97-6	System of Parole and Probation in Nevada.
97-7	Treatment of Mentally Ill Offenders.
97-8	Continued Review of the Tahoe Regional Planning Agency.
97-9	Appropriate Division of Fiscal Responsibility for Programs and Services Between the State and Local Governments.
97-10	Housing Programs in Nevada.
97-11	Competition in the Generation, Sale, and Transmission of Electric Energy.
97-12	Legislative Committee on Public Lands.
97-13	Legislative Committee on Workers' Compensation.
97-14	Legislative Committee on Health Care.
97-15	Legislative Committee on High-Level Radioactive Waste.
97-16	Fundamental Review of Base Budgets of State Agencies.
99-1	Nevada Legislative Manual 1999.
99-2	Summary Bulletin of Reports of the Legislative Commission to the 70th Session of the Nevada Legislature.
*99-3	Distribution Among Local Governments of Revenue from State and Local Taxes. (Not available.)
99-4	Legislative Committee on Education.
99-5	Continued Review of the Tahoe Regional Planning Agency.
99-6	Fees, Fines, Forfeitures, and Administrative Assessments Imposed and Collected by Courts.
99-7	Construction and Maintenance of Highways and Roads.
99-8	The Feasibility of Adopting a Program of Outpatient Civil Commitment for the Mentally Ill.
99-9	Family Courts.
99-10	Special Education and Student Discipline.
99-11	System of Juvenile Justice in Nevada.
99-12	Legislative Committee on Health Care.
99-13	Legislative Committee on Public Lands.
99-14	Legislative Committee on Workers' Compensation.
99-15	Legislative Committee on High-Level Radioactive Waste.
99-16	Legislative Commission's Subcommittee to Investigate Regulation of Mortgage Investments.
99-17	Legislative Commission's Study of Ballot Access by Minor Political Parties.
99-18	Legislative Commission's Study of City Charters.
99-19	Legislative Commission's Study of Tax Exemptions.
99-20	Report of Health Insurance Coverage of Nevadans (1997).
01-1	Nevada Legislative Manual 2001.
01-2	Summary Bulletin of Reports of the Legislative Commission to the 71st Session of the Nevada Legislature.
01-3	Air Quality Programs in Clark County.
01-4	Committee to Study the Funding of Higher Education.

Bulletin Number	Title
01-5	Reapportionment and Redistricting.
01-6	Long-Term Care in Nevada.
01-7	Continued Review of the Tahoe Regional Planning Agency (1999-2000).
01-8	Encouraging Corporations and Other Business Entities to Organize and Conduct Business in Nevada.
01-9	Advisory Committee to Examine Locating a 4-Year State College in Henderson.
01-10	Task Force for Long-Term Financial Analysis and Planning.
01-11	Commission on School Safety and Juvenile Violence.
01-12	Pension Plan for Certain Justices and Judges.
01-13	Study of the System of Juvenile Justice in Nevada.
01-14	Limitations on Damages That May Be Awarded Against the State and Its Political Subdivisions.
01-15	Integration of State and Local Child Welfare Systems.
01-16	Legislative Committee on Education.
01-17	Legislative Committee on Public Lands.
01-18	Domestic and Municipal Water Wells.
01-19	Legislative Committee on Workers' Compensation.
01-20	Continued Review of the Marlette Lake Water System.
01-21	Legislative Committee on Health Care.
01-22	Committee on High-Level Radioactive Waste.
03-1	Nevada Legislative Manual 2003.
03-2	Summary Bulletin of Reports of the Legislative Commission to the 72nd Session of the Nevada Legislature.
03-3	Incorporation of Towns.
03-4	Categories of Misdemeanors.
03-5	Death Penalty and Related DNA Testing.
03-6	Continued Review of Programs and Activities in the Lake Tahoe Basin (2001-2002).
03-7	Competition Between Local Governments and Private Enterprises.
03-8	Legislative Commission's Subcommittee on Industrial Explosions.
03-9	Legislative Subcommittee to Study Medical Malpractice.
03-10	Study of State Programs for Providing Services to Persons With Disabilities.
03-11	Study of Suicide Prevention.
03-12	Legislative Committee on Education.
03-13	Legislative Committee on Public Lands.
03-14	Legislative Committee on Public Lands' Wilderness and Wilderness Study Areas Subcommittee.
03-15	Legislative Committee on Children, Youth and Families.
03-16	Legislative Committee for Local Government Taxes and Finance.
03-17	Marlette Lake Water System Advisory Committee.
03-18	Nevada Silver Haired Legislative Forum.
03-19	Legislative Committee on Health Care.
03-20	Task Force for the Fund for a Healthy Nevada.
03-21	Committee on High-Level Radioactive Waste.
05-1	Nevada Legislative Manual 2005.
05-2	Summary Bulletin of Reports of the Legislative Commission to the 73rd Session of the Nevada Legislature.
05-3	Committee to Evaluate Higher Education Programs (A.B. 203).
05-4	Allocation of Limousines (A.B. 518).
05-5	Telecommunication Services in Nevada (A.C.R. 2, 20th Special Session).

Bulletin Number	Title
05-6	Juvenile Justice System (A.C.R. 18).
05-7	Nevada's Industrial Insurance Program (S.B. 292).
05-8	Nevada Mental Health Plan Implementation Commission (S.B. 301).
05-9	Legislative Committee on Public Lands' Subcommittee to Study Wilderness and Wilderness Study Areas (S.C.R. 7).
05-10	Legislative Committee on Health Care's Health Care Subcommittee to Study Medical and Societal Costs and Impacts of Obesity (S.C.R. 13).
05-11	Legislative Committee on Public Lands' Subcommittee to Study Changing State Boundary Line with Utah (S.C.R. 20).
05-12	Feasibility of Long-Range Mass Transit Within State and to Urban Areas of Neighboring States (S.C.R. 31).
05-13	Criminal Justice System in Rural Nevada and Transitional Housing for Released Offenders (S.C.R. 32).
05-14	Legislative Committee on Persons with Disabilities (NRS 218.3791).
05-15	Legislative Committee on Education (NRS 218.5352).
05-16	Legislative Committee on Public Lands (NRS 218.5363).
05-17	Legislative Committee on Children, Youth, and Families (NRS 218.53723).
05-18	Legislative Committee on Taxation, Public Revenue, and Tax Policy (NRS 218.53741).
05-19	Legislative Committee for the Review and Oversight of the Tahoe Regional Planning Agency and the Marlette Lake Water System (NRS 218.53871).
05-20	Legislative Committee for Local Government Taxes and Finance (NRS 218.53881).
05-21	Nevada Silver Haired Legislative Forum (NRS 427A.320).
05-22	Task Force for the Fund for a Healthy Nevada (NRS 439.625).
05-23	Legislative Committee on Health Care (NRS 439B.200).
05-24	Health Insurance Expansion Options (NRS 439B.200).
05-25	Committee on High-Level Radioactive Waste (NRS 459.0085).
05-26	Commission on Special License Plates (NRS 482.367004).
07-01	Nevada Legislative Manual 2007.
07-02	Summary Bulletin of Reports of the Legislative Commission to the 74th Session of the Nevada State Legislature.
07-03	Subcommittee to Study Services for the Treatment and Prevention of Substance Abuse (A.B. 2, 22nd Special Session).
07-04	Subcommittee to Study the Effectiveness of Career and Technical High Schools (A.B. 388).
07-05	Subcommittee to Oversee the Consultant to Study the Health, Safety, Welfare, and Civil and Other Rights of Children in the Care of Certain Governmental Entities or Private Facilities (A.B. 580).
07-06	Public Employees' Benefits Program (A.C.R. 10, 2003 Session).
07-07	School Financing Adequacy (A.C.R. 10, 2005 Session).
07-08	Availability and Inventory of Affordable Housing (A.C.R. 11).
07-09	Sentencing and Pardons, Parole and Probation (A.C.R. 17).
07-10	Advisory Group to Conduct Interim Study on Lease-Purchase and Installment Purchase Agreements by Public Entities (S.B. 426, Section 31).
07-11	Use, Management, and Allocation of Water Resources (S.C.R. 26).
07-12	Feasibility and Advisability of Consolidating the Water-Related Services in Washoe County (S.C.R. 26).
07-13	Protection of Natural Treasures (S.C.R. 35).
07-14	Legislative Committee on Education (NRS 218.5352).

Bulletin Number	Title
07-15	Legislative Committee on Public Lands (NRS 218.5363).
07-16	Legislative Committee on Taxation, Public Revenue and Tax Policy (NRS 218.53741).
07-17	Legislative Committee on Persons With Disabilities (NRS 218.53791).
07-18	Legislative Committee for the Review and Oversight of the Tahoe Regional Planning Agency and the Marlette Lake Water System (NRS 218.53871).
07-19	Task Force for the Fund for a Healthy Nevada (NRS 439.625).
07-20	Legislative Committee on Health Care (NRS 439B.200).
07-21	Committee on High-Level Radioactive Waste (NRS 459.0085).
07-22	Commission on Special License Plates (NRS 482.367004).

* Out of print.

. . . No bulletin number assigned.

† Bulletin numbering system was changed for 1977 Legislative Session.

Note: Copies of studies now out of print are available for examination through the Research Library.

APPENDIX F
LEGISLATIVE TERMINOLOGY

LEGISLATIVE TERMINOLOGY

Act.....	A bill passed by both houses and signed by the Governor.
Action.....	Any step of parliamentary procedure upon a proposed law or resolution.
Adjournment.....	The ending of a legislative day; regular adjournment sets the date for the next meeting.
Agenda.....	A public notice document generated and posted by each committee listing bills to be considered by the committee on a given date and time.
Amend.....	To alter formally by modification, deletion, or addition.
Amendment.....	The document that reflects the proposed change (modify by adding, deleting, or changing) to a bill.
Apportionment.....	A division of the state into districts from which members of the Legislature are elected.
Appropriation.....	A legislative grant of money for a specific purpose.
Assembly.....	One of the two chambers in a bicameral legislature; some states use the name “House of Representatives.”
Attaché.....	An employee of the Senate or the Assembly.
Authorized Expenditures Act.....	An omnibus act authorizing and limiting, except under certain conditions, the expenditure of special or dedicated revenues for government departments and programs.
Bar of the Assembly.....	The dividing line between the floor of the Assembly chamber and the public area.
Bicameral legislature.....	A two-house legislature.
Biennial.....	Occurring every two years; applied to the scheduled regular session of the Legislature.
Bill.....	A draft of a proposed law presented for enactment.
Bill Draft Request.....	(BDR) A bill draft request submitted to the Legislative Counsel Bureau (LCB) by a legislator, an executive agency, a member of the judiciary, or a local government, and assigned a two-part number; the first part, the title number of <i>Nevada Revised Statutes</i> (NRS), the second part, a unique sequence number for a session.
Boilerplate.....	Standard bill drafting language common to various subjects and designed to maintain the legal consistency of the language of the NRS.
Bond.....	A certificate of indebtedness issued by the government in return for money it has borrowed.
Budget.....	Estimate of the receipts and expenditures needed to carry out programs for a fiscal period.

By request	Introduction of a measure by a legislator on behalf of a private individual or group.
Calendar day	Each consecutive day on the calendar for the duration of the legislative session, whether or not the houses convene.
Caucus.....	Conference of legislative party members to decide on party policies and action, or a meeting of the legislators from a particular county or group of counties.
Certification of visitation	A document generated by the Sergeant at Arms for guests of a member.
Chief Clerk.....	The members of the Assembly elect a Chief Clerk who serves as the administrative officer and parliamentarian of the Assembly.
Closing budgets.....	The process whereby final action is taken by the money committees on individual budgets.
Committee meeting schedule	A document listing the Assembly standing committees, their membership, their meeting place, days, and time. Also included is a list of the majority and minority leadership and each member's office telephone number.
Committee of the whole.....	A committee comprised of the entire membership of the house usually convened to informally consider proposed legislation.
Concur.....	Agree to an amendment on a bill/resolution adopted by the other house.
Concurrent resolution.....	A resolution that will be heard and acted on in both the Senate and Assembly.
Conference committee	A joint meeting of a conference committee from each of the two houses whose function is to arrive at a single version of a bill that has passed both houses in different form.
Consent calendar	A list of bills, of a noncontroversial nature, which is voted on as a single roll call vote instead of roll calls on each bill on the list.
Constitution.....	The written instrument agreed upon by the people of the United States, or of a particular state, as the absolute rule of action and decision for the government.
Daily File	List or docket of bills awaiting action, entered in order reported.
Engrossment.....	The preparation of a bill or joint resolution for third reading and concurrent resolutions for adoption by incorporating all amendments adopted, and proofreading.
Enrollment.....	The final printing of a bill or resolution after enactment by both houses.
<i>Executive Budget</i>	Program of expected revenues and proposed expenditures comparing current, future, and past completed years for existing programs, and

	projecting revenues and expenditures of new programs for future years. The <i>Executive Budget</i> is proposed by the Governor and the Budget Administrator of the Budget Division of the Department of Administration.
Exemption	A designation made by the Fiscal Analysis Division of the LCB that a bill may be processed outside of the 120-day deadlines due to its impact on the <i>Executive Budget</i> .
Ex officio	Holding two offices; holding another office by virtue of or because of the holding of the first office.
Expunge	To delete or remove completely.
First Reading	Introduction of a bill in either house of the Legislature by giving it a number and reading it before the full house by title before it is referred to the appropriate committee.
Fiscal note	Analysis required by statute to be prepared by an executive agency estimating revenue or expenditure changes that would be entailed by the passage of a proposed bill. The Fiscal Analysis Division of the LCB prepares this estimate to accompany any bill that reduces the revenues or increases the expenditures of a local government.
Floor	Recognition by the Chair for the purpose of discussion, debate, or remarks while a house is in session.
Floor leader	A member chosen by the majority/minority party as their spokesperson.
General Appropriation Act	An omnibus act appropriating funds for government departments or programs, usually from the State General Fund.
General File	The third reading file of bills and joint resolutions due for consideration in the houses.
General law	A law of general, or potentially general, application throughout the state.
Grandfather clause	A provision in a bill making it inapplicable to activities or personnel involved prior to the enactment of new legislation.
Hearing	A session of a legislative committee at which witnesses present testimony on matters under consideration by the committee.
History	A cumulative daily list of actions on all measures in the houses.
House	The lower body of a two-body legislature.
Impeachment	A formal accusation against a public official by the Assembly. After the Assembly has impeached, the Senate tries the official.
Initiative petition	(IP) A procedure that enables a specified number of voters to propose, by petition, a law

	or constitutional amendment, and to secure its submission to the electorate for approval.
Interim.....	The period from the adjournment sine die of one regular legislative session to the convening of the next regular session.
Introduction.....	The initial presentation of a bill or resolution for consideration by a house.
Joint committee.....	A committee comprised of one standing committee of the Assembly and one of the Senate for joint consideration of measures.
Joint Session.....	A floor session in which both houses participate for the specific purpose of hearing a presentation by a congressional representative or Nevada Constitutional officer.
Journal.....	Record of daily proceedings in the houses.
Law	Bill passed by both houses and approved by the Governor, or, if vetoed by the Governor, the veto overridden by a two-thirds vote of each house.
Leadership.....	Includes the presiding officers of both houses (President of the Senate and President pro Tempore; Speaker of the Assembly and Speaker pro Tempore) and the floor leaders of both houses (Majority and Minority Leaders, Assistant Majority Leaders, and Assistant Minority Leaders).
Legislative Commission.....	A body consisting of 12 legislators from both houses who exercise general policy-making and supervising authority over the operations of the LCB.
Legislative Counsel Bureau	(LCB) A nonpartisan centralized agency which serves both houses and legislators.
Legislative day.....	Each day that the houses actually convene. These do not necessarily coincide in number with calendar days.
Legislative rules.....	The methods of procedure determined by the Legislature at the beginning of a session.
Lobbyist	A representative of a special interest who attends sessions to oppose or support the enactment of legislation.
Majority Floor Leader.....	A member of either house chosen by the members of the majority party in that house as their spokesman.
Minority Floor Leader.....	A member of either house chosen by the members of the minority party in that house as their spokesman.
Money committees.....	The committees in each house that hear all appropriations requests and recommend the appropriations bills; specifically, the Assembly Standing Committee on Ways and Means and the Senate Standing Committee on Finance.

Motion.....	A statement by a legislator proposing action to be taken by the body.
<i>Nevada Administrative Code</i>	(NAC) The compilation of all effective, permanent regulations adopted by Nevada state agencies, except those of certain exempted agencies, after review by the Legislative Commission.
<i>Nevada Revised Statutes</i>	(NRS) The statutory law of Nevada of a general nature enacted by the Legislature, with such law arranged in an orderly manner by subject, and updated after every regular legislative session.
Preamble	The introductory part of a bill or resolution that states the reasons for and intent of the measure.
President of the Senate.....	Lieutenant Governor as presiding officer of the Senate.
President pro Tempore	A Senator elected by the Senate to preside in the absence of the President.
Presiding officer	The person in each house who chairs the conduct of business before the body and guides and directs the proceedings of the body.
Quorum	The number of members of a house or of a committee who must be present for the body to conduct official business.
Recall	Requesting the return of a measure from the Governor or the other house by a resolution.
Recede.....	Withdraw from an amendment in which the other house refused to concur.
Recess	An interruption in a meeting when the meeting will continue at a later time in the same day. The time to reconvene may be at the “call of the chair” or time specific.
Redistricting.....	The division of existing districts into new districts with different boundaries.
Redo	The redrafting of a bill by the LCB prior to its introduction.
Refer.....	Send a measure to a committee for study and consideration.
Referendum.....	The principle or practice of submitting a law to popular vote after the filing of a petition expressing the wish of the people to vote on such law.
Regular Session.....	Period during which the Nevada State Legislature meets biennially, in odd-numbered years.
Reprint.....	Version of a bill or resolution subsequent to the introduced version, which reflects amendments adopted by either house. Each formal amendment of a bill or resolution will be identified in sequence, such as “First Reprint,” “Second Reprint,” and so on.
Resolutions.....	A one-house resolution expresses facts, principles, opinions, and purposes of one house. A concurrent resolution expresses facts, principles, opinions,

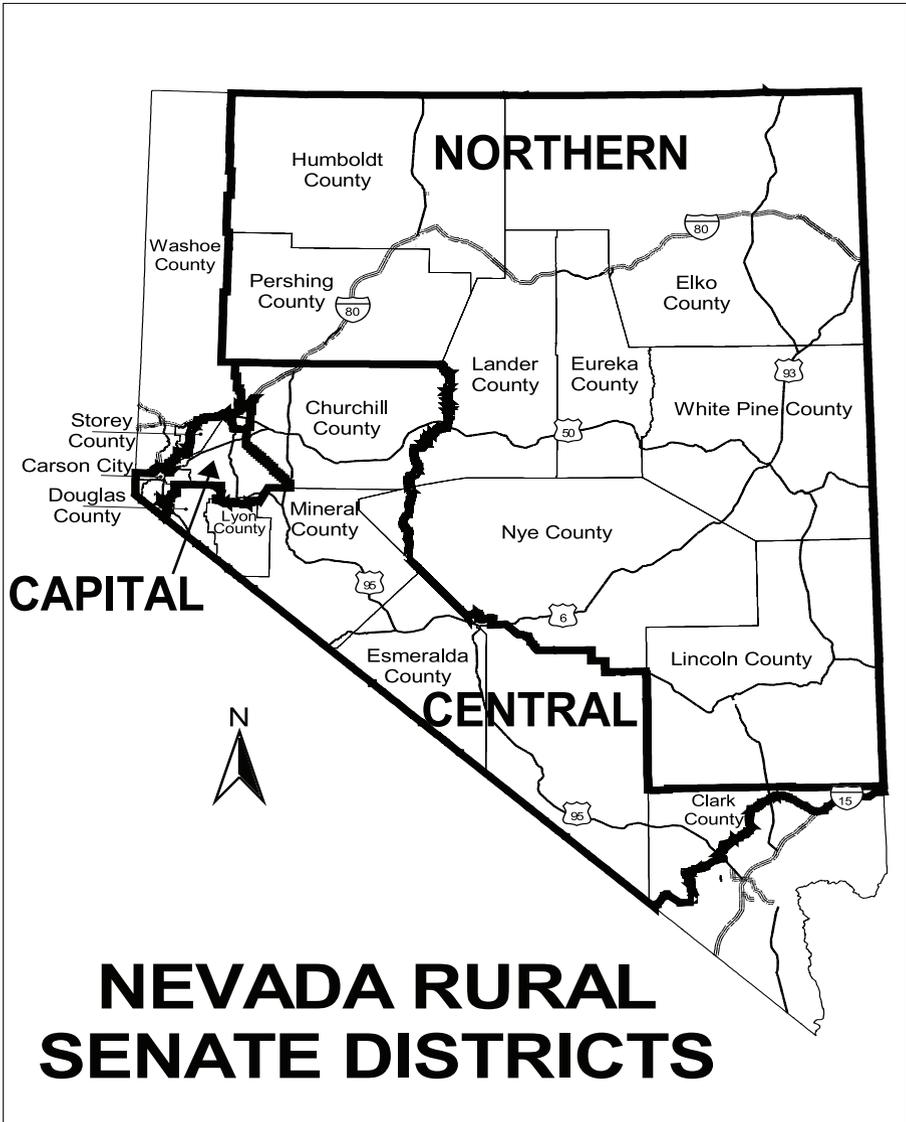
and purposes of the two houses and authorizes the creation of joint committees. A joint resolution memorializes federal officials to engage in an action, proposes amendments to the *Nevada Constitution*, or ratifies amendments to the *U.S. Constitution*.

Roll call.....	Recording of the presence of members or a tally by individual votes on a bill or joint resolution.
Second Reading	When a bill, after it has been reported from committee, is read for the second time before the full house. Committee amendments or amendments from the floor are adopted or rejected by simple majority vote of the members present and voting.
Second Reading File	File of bills for second reading and consideration of amendments in the houses.
Secretary of the Senate.....	The members of the Senate elect a secretary who serves as the administrative officer, parliamentarian of the Senate, and ex officio member of the Committee on Legislative Operations and Elections.
Select committee	A temporary committee (for the duration of the session), appointed by the speaker, for a specific purpose. The Select Committee on Energy in the 2001 Session is an example.
Senate	One of the chambers in a bicameral legislature.
Seniority	Length of legislative service. Seniority is often used to assign committee positions and political rank.
Session	The 120-day period during which the Nevada State Legislature convenes to consider possible legislation and state budgets.
Sine Die.....	Final adjournment of a legislative session. (See “Adjournment.”) Adjournment sine die literally means “adjournment without a day”; it marks the end of the legislative session, since it does not set a time for reconvening.
Speaker of the Assembly.....	The presiding officer of the Assembly.
Speaker pro Tempore	A member of the Assembly chosen by the Assembly to preside in the absence of the Speaker.
Special law	A law of local or limited application.
Special Session.....	A meeting of the Legislature convened on the call of the Governor and restricted to the subjects stated in the Governor’s call.
Sponsor	The legislator(s), legislative committee, or entity requesting that a bill or resolution be drafted.
Standing committee	A committee of either the Senate or Assembly that is created by legislative rule and is responsible for considering legislation in a certain subject area.

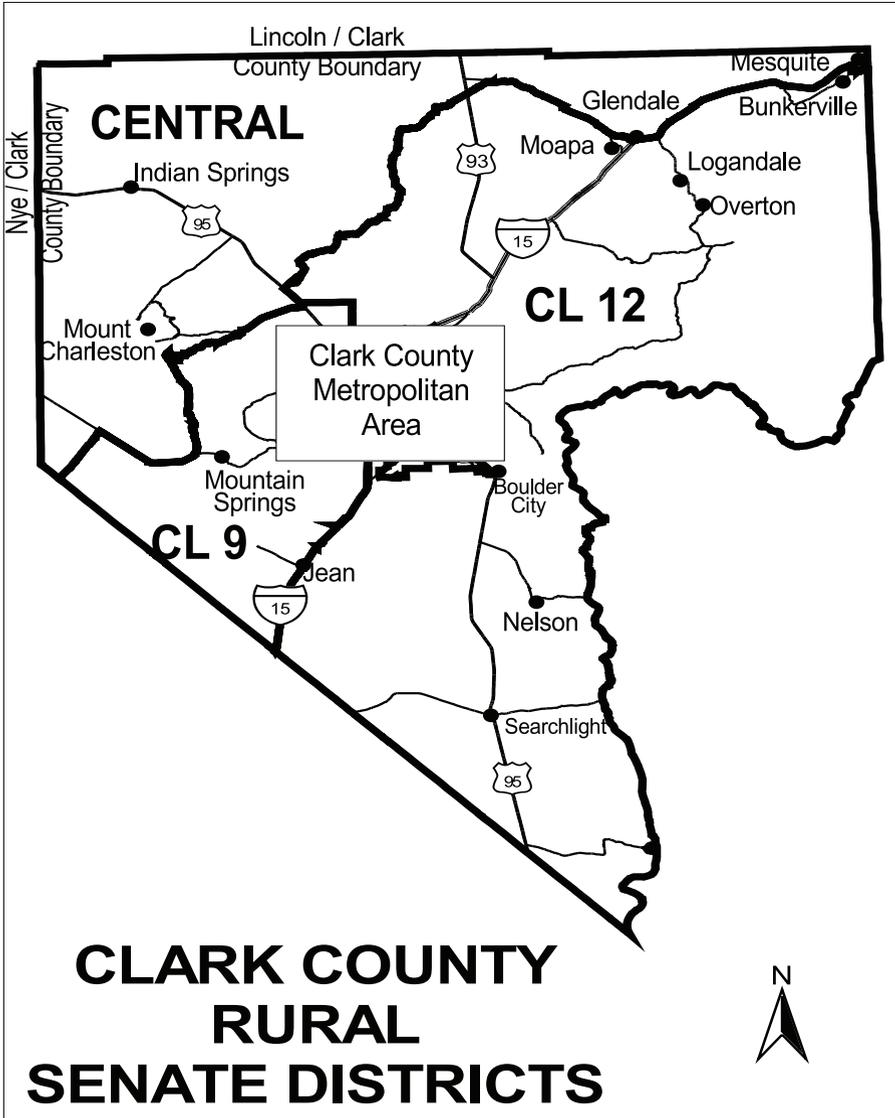
Statute	Bill passed by both houses and approved by the Governor, or, if vetoed by the Governor, the veto overridden by a two-thirds vote of each house.
<i>Statutes of Nevada</i>	The bound compilation of all general and special laws and resolutions enacted in a specific year.
Summary	A brief and unofficial résumé of the contents of a bill or resolution.
Third Reading	When the bill, reprinted with any adopted amendments, is debated by the full house on another day after the second reading. It may be passed, rejected, or further amended, in which case final action on the newly amended version is taken on a later day. If the bill is passed, it is sent to the other house; it is sent to the Governor if passed in identical form by both houses.
Title	An official summary of the contents of a bill or resolution.
Two-thirds majority	The majority needed to enact legislation establishing a tax or fee: 28 in the Assembly, 14 in the Senate.
Veto	Governor's formal disapproval of a bill or joint resolution.
Whip.....	A member appointed by their political party to act as a liaison between the party leaders and members to enforce party discipline and secure attendance at sessions and to assist in managing the party's legislative program in the chamber.

APPENDIX G
LEGISLATIVE DISTRICT MAPS

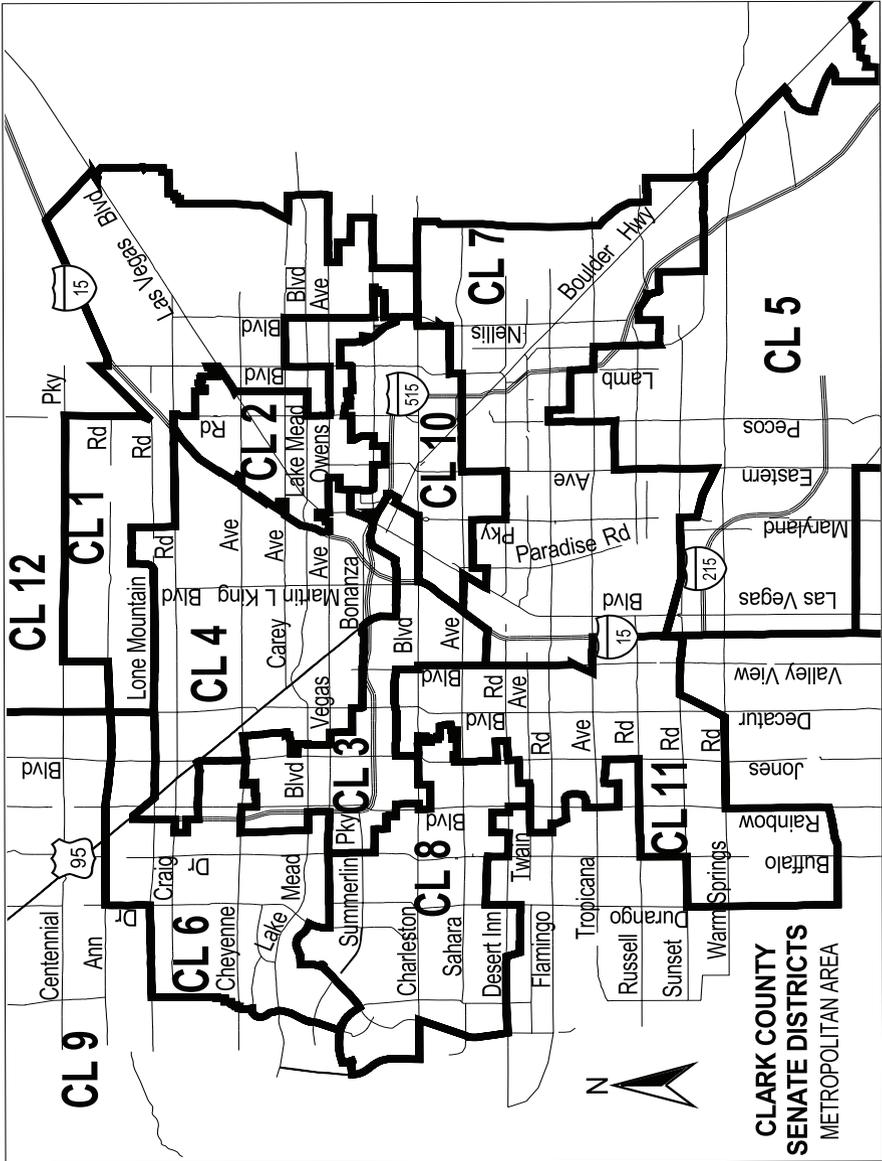
Map A



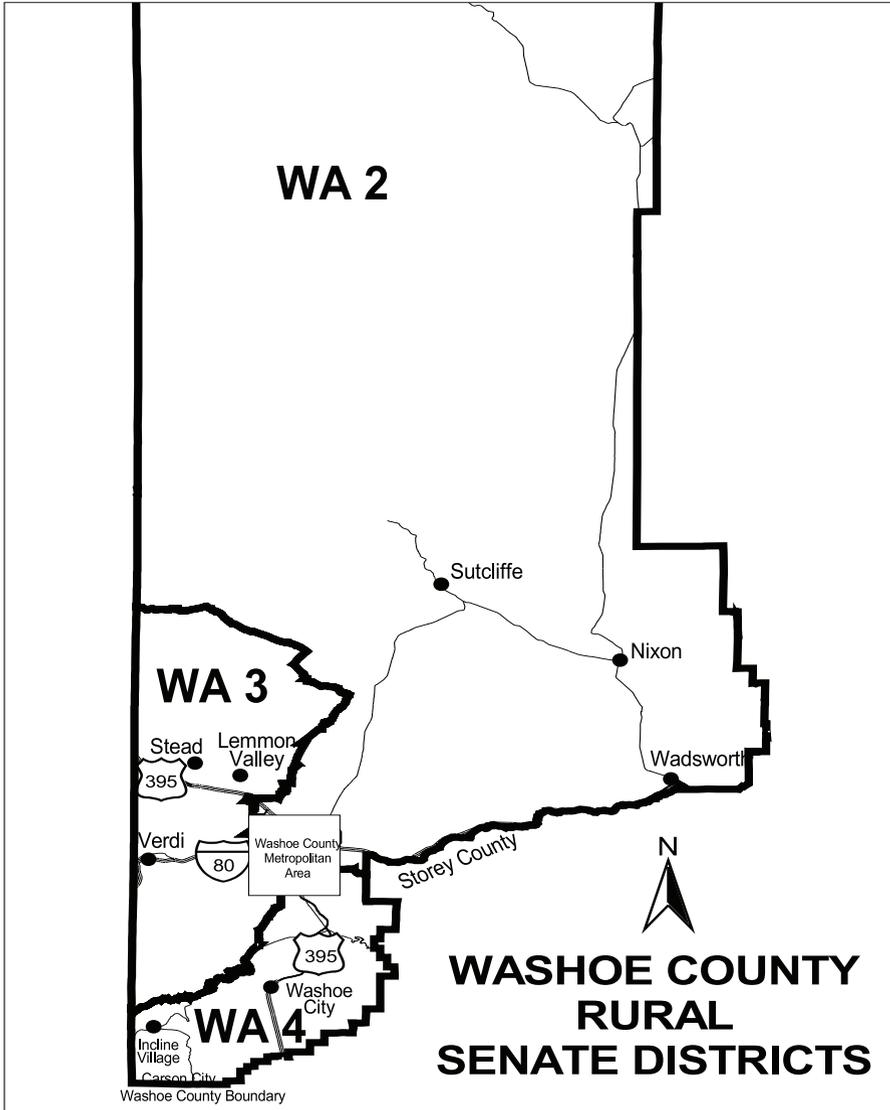
Map B



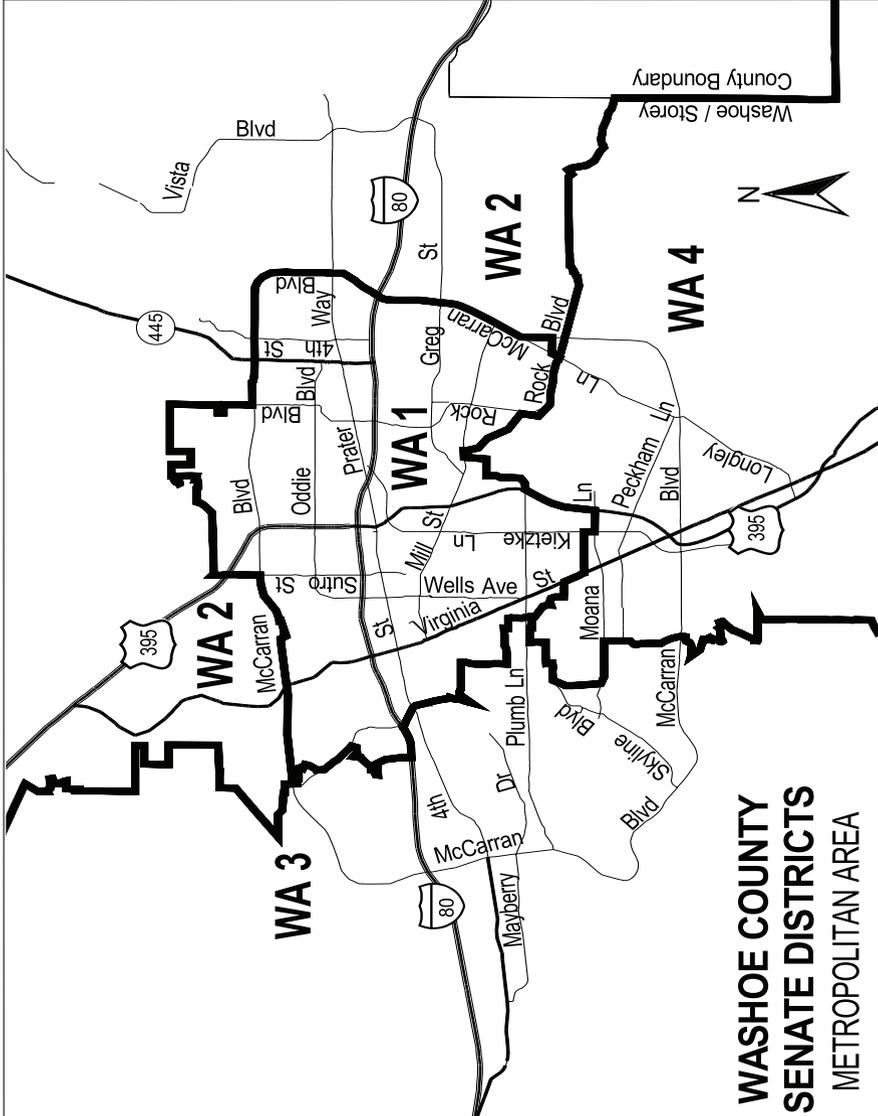
Map C



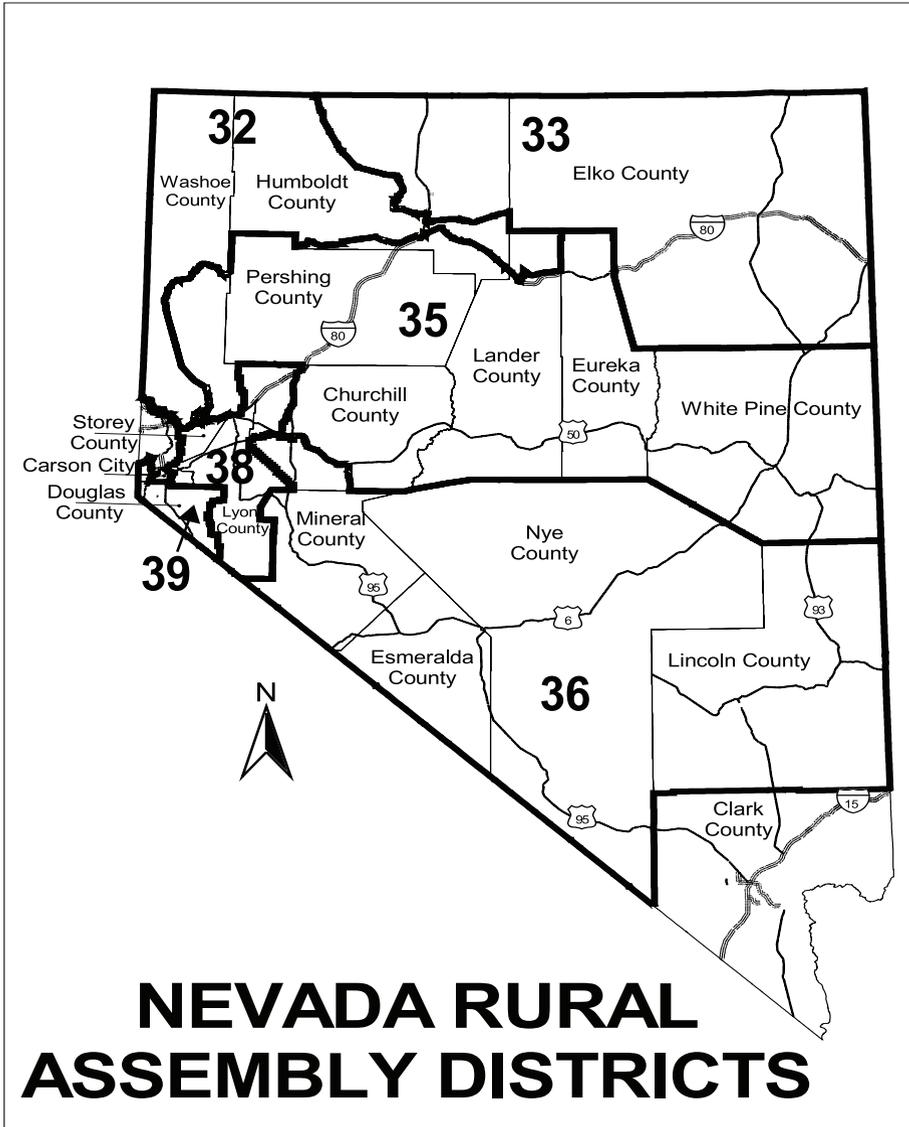
Map D



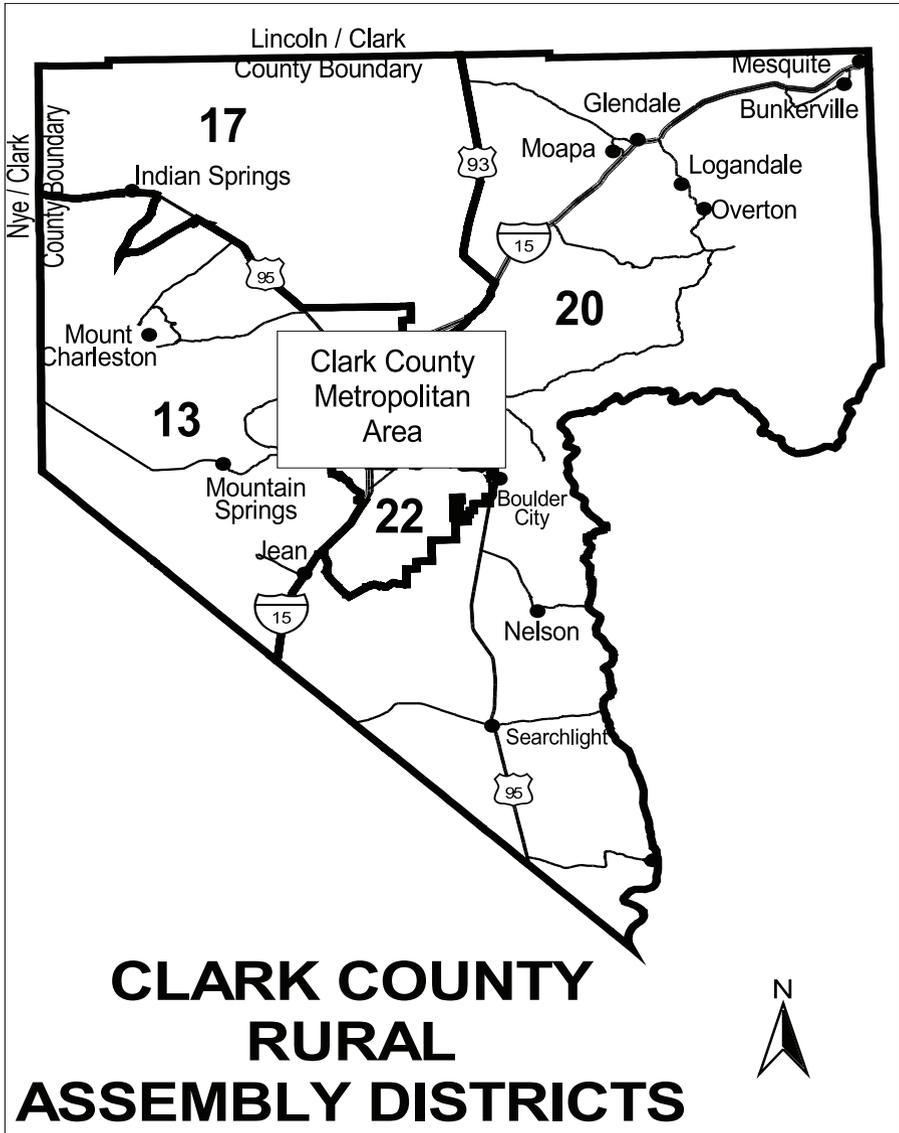
Map E



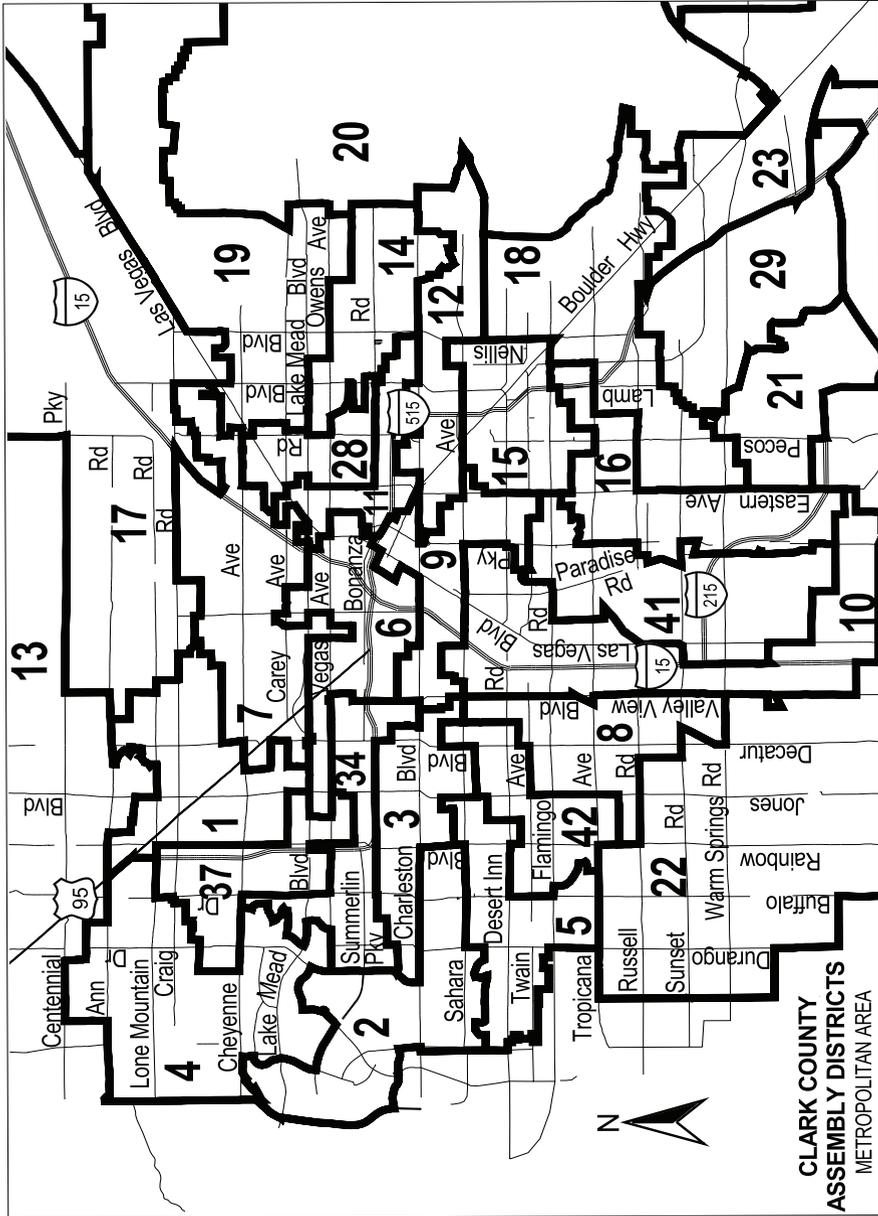
Map F



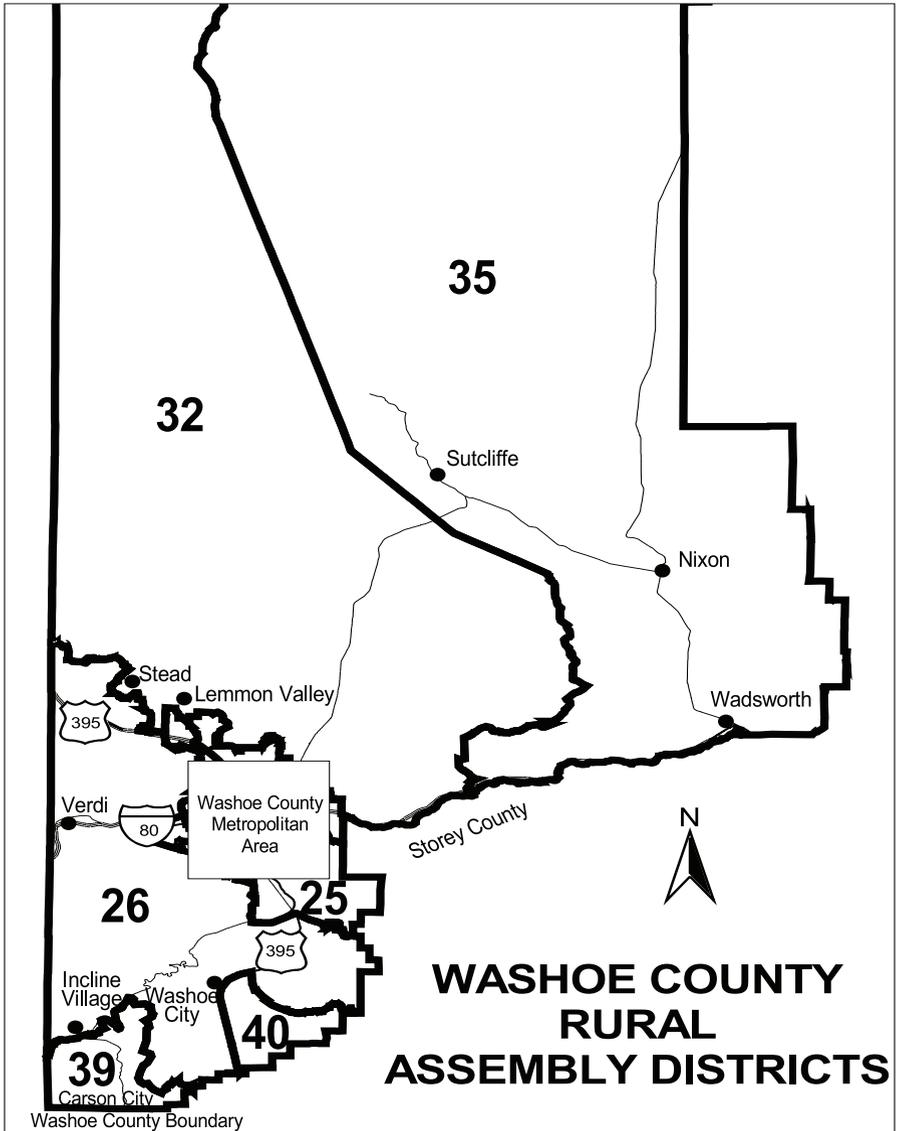
Map G



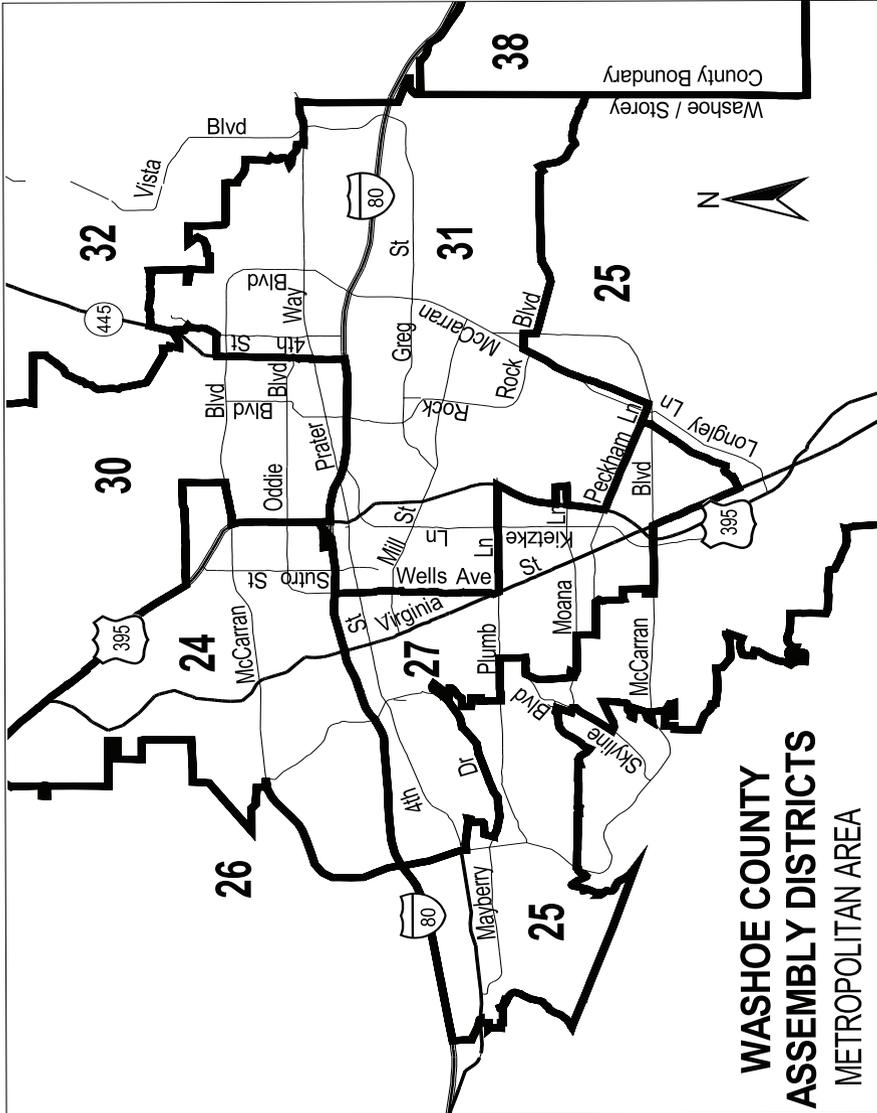
Map H



Map I



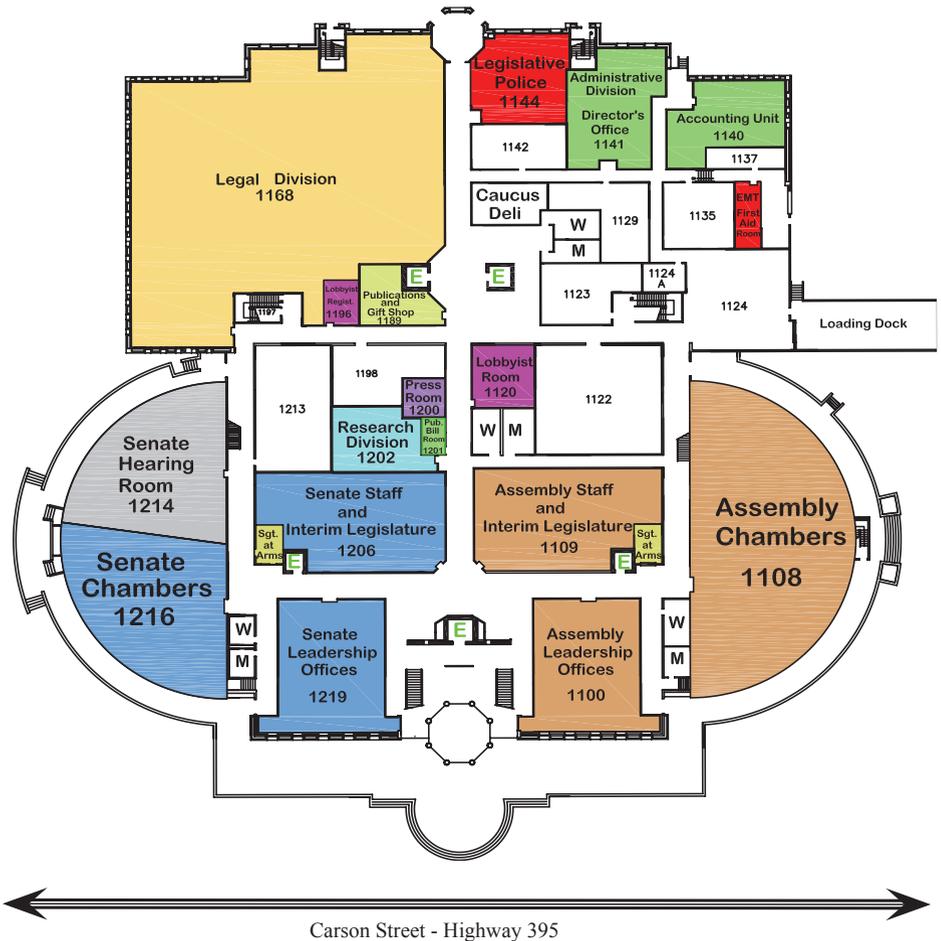
Map J



APPENDIX H
BUILDING MAPS

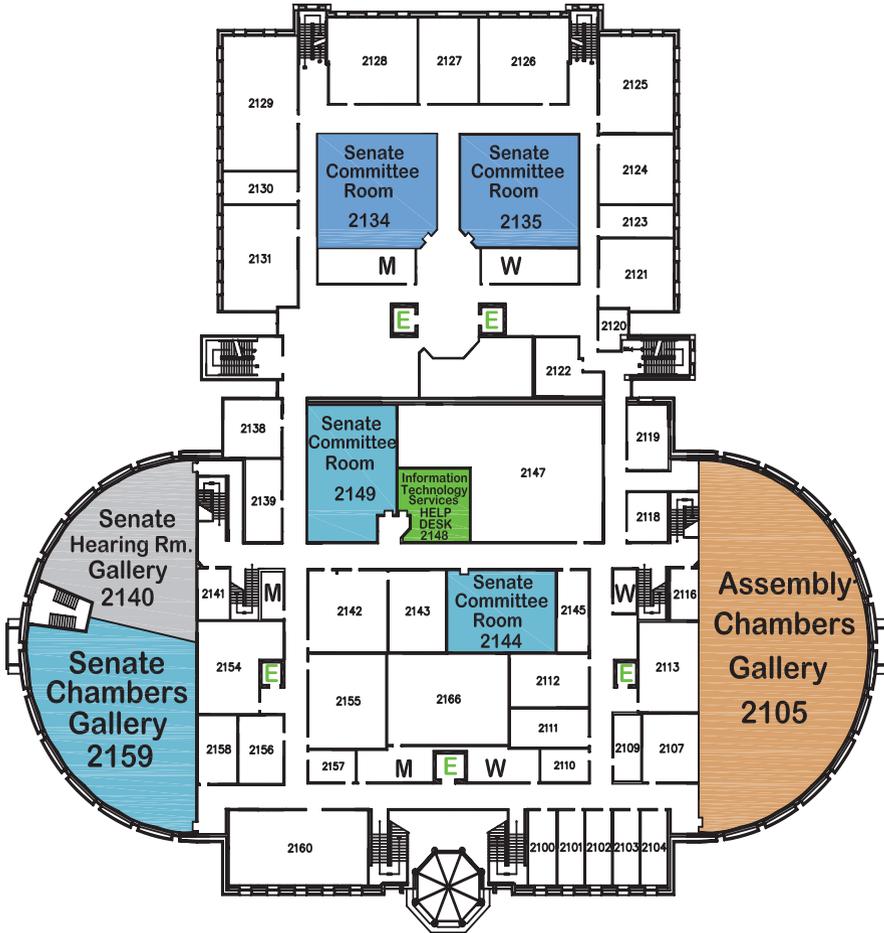
LEGISLATIVE BUILDING

FIRST FLOOR



LEGISLATIVE BUILDING

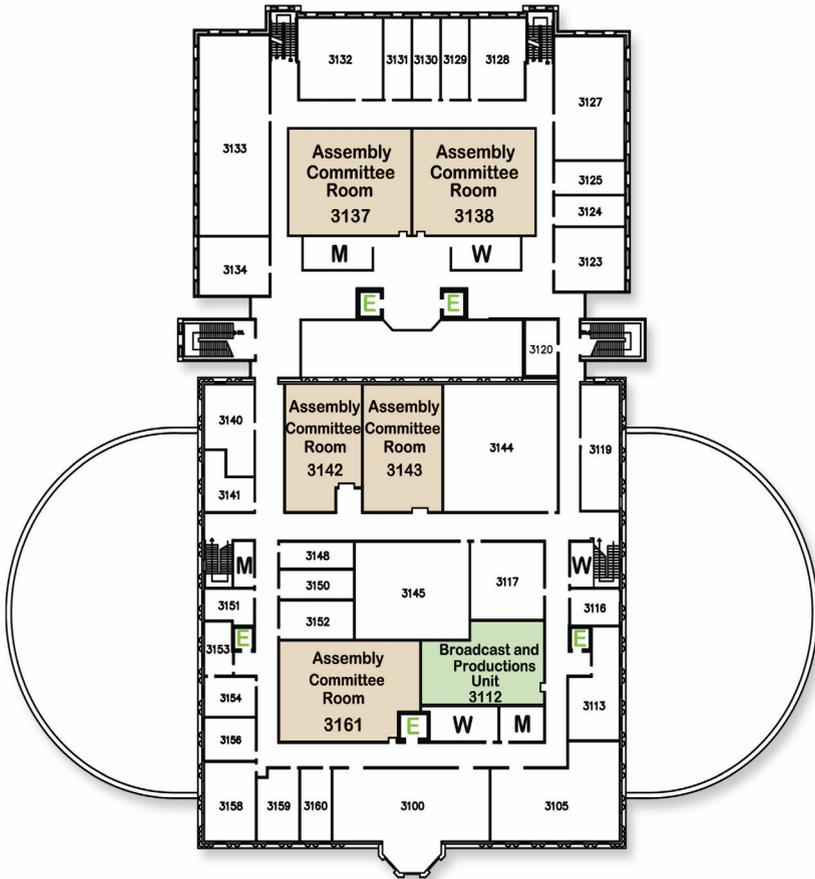
SECOND FLOOR



Carson Street - Highway 395

LEGISLATIVE BUILDING

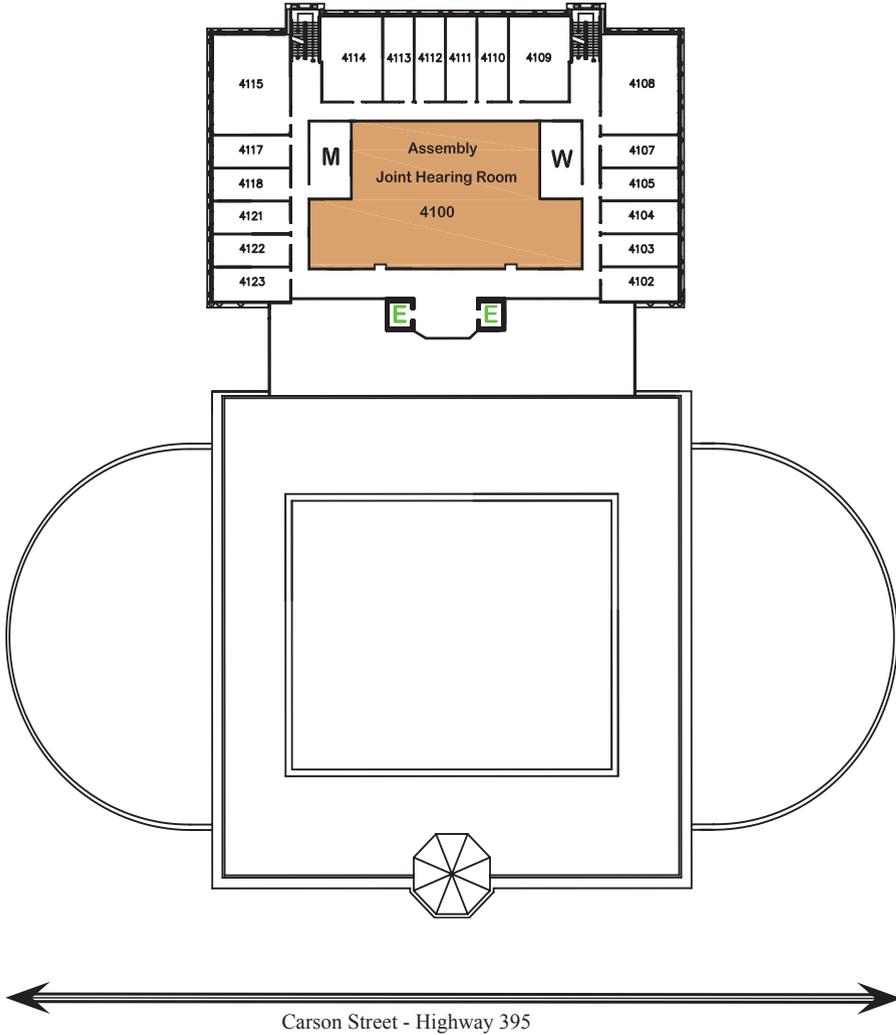
THIRD FLOOR



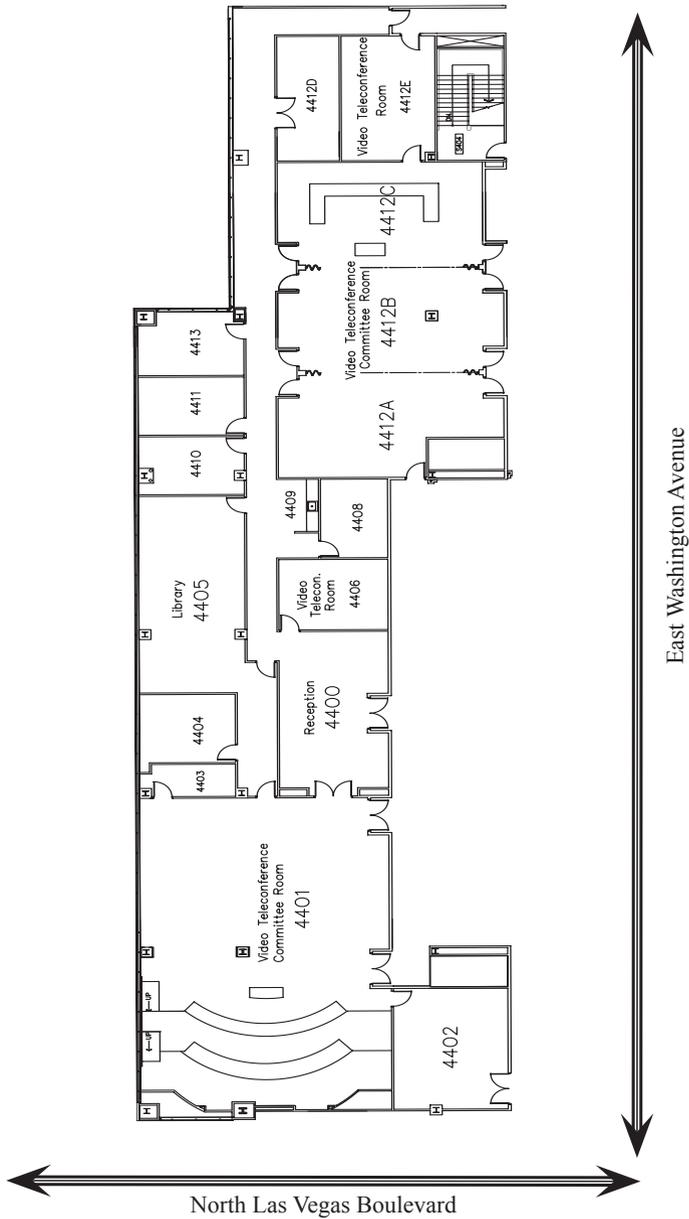
Carson Street - Highway 395

LEGISLATIVE BUILDING

FOURTH FLOOR



GRANT SAWYER STATE OFFICE BUILDING
NEVADA STATE LEGISLATURE—FOURTH FLOOR



APPENDIX I
STATE AGENCY MAP

State Agency Map Available Online at <http://www.leg.state.nv.us/lcb/research/StateAgencyLegend.cfm>

STATE AGENCY MAP GOES HERE

APPENDIX J
LEGISLATIVE MANUAL INDEX

LEGISLATIVE MANUAL INDEX

A

Administrative Code, Nevada 163
 Advance Sheets 181
 Amend 140
 Amendments 109
 Apportionment 106
 Definition 106
 Districts 106
 Appropriations 118
 Definition 257
 General Appropriation Act defined 259
 Assembly (*See Legislature*)
 Assembly Districts 92
 Maps 272

B

Biennial Report of Nevada State Agencies 188
 Bill draft requests 136
 Bill drafting 135
 Bills (*See also Resolutions*)
 Alteration with fraudulent intent prohibited 115
 Amendments to bills introduced 109
 Committee hearings 141
 Consent calendar 138, 142
 Deadlines 145
 Definition 257
 Drafting 135
 Effective dates 146, 148
 Enrollment 145
 Examples 215
 First reading 138
 Fiscal notes 137
 General file 143, 144
 General file and third reading 144
 Gubernatorial action 146
 Hearings on bills 128
 Index of bills and resolutions introduced 186
 Introduction and first reading 138
 Local or special laws, restrictions on 112
 Notice of bills, topics, and public hearings 142
 Other house, actions in 145
 Prefiling of bills 136
 Progress of a bill, diagram 213
 Reconsideration of vote 144-146
 Reprinted 142
 Second reading 138, 143
 Skeleton bill 148
 Third reading 138
 Title 135
 Veto 146
 Budget, Executive (*See Executive Budget*)

C

Call to order 134

Campaign contributions and expenditures 117

Capital improvements, recommended schedule 189

Catastrophic emergencies 135

Caucus 112, 258

Chief Clerk 108

Closing budgets 258

Commission, Legislative 128, 158

Committee of the Whole 111, 139

Committees (*See Committees of the Whole, Conference committees, Select committees, Standing committees*)

Compensation

 Legislators 118

 Officers and employees of Legislature 120

Concurrent resolutions (*See Resolutions*)

Conference committees 111, 141, 145

Conflicts of interest 116

Consent calendar 138

Constitutional amendments

 Initiative petitions 110, 147

 Joint resolution 148

Crimes against legislative power 114

D

Daily history 185

Debate procedure 144

Definitions (*Legislative Terminology*) 257

E

Effective date of bills 146

Emergency evacuation procedure 173

Engrossment 144

Enrollment 145

Ethical standards 116

Executive Budget 191

F

Financial disclosure 117

Fire and emergency evacuation procedure 173

Fiscal note 137

Floor leaders 131

Fund, Legislative 118

G

Governor

 Bills, action on 146

 Special sessions 111, 127

 State of the State Address 134

 Veto 146

H

Histories, legislative..... 130, 184
 Daily history..... 185
 Political history of Nevada..... 188

I

Immunities of legislators..... 112
 Interest groups..... 109
 Interim committees and subcommittees..... 93
 Interim Finance Committee..... 159
 Internet services..... 195

J

Joint resolution (*See Resolutions*)..... 111, 148
 Journals of Senate and Assembly..... 109

L

Law Library, Supreme Court..... 195
 Legislation by request..... 186
 Legislative Building..... 157
 Legislative Commission..... 128, 158
 Legislative Counsel Bureau..... 157
 Administrative Division..... 168
 Audit Division..... 161
 Director..... 160
 Fiscal Analysis Division..... 168
 Legal Division..... 163
 State Printing Office..... 165
 Publications..... 190
 Research Division..... 165
 Sedway Office Building..... 170
 Legislative Fund..... 118
 Legislative leadership..... 128
Legislative Manual, Nevada..... 190
 Legislative terminology..... 257
 Legislative Rules..... 111
 Legislators' retirement..... 119
 Legislature
 Apportionment..... 106
 Assembly
 Apportionment..... 106
 Members
 Alphabetically..... 87
 Biographies..... 35
 By district..... 92
 Officers and employees..... 108
 Chief Clerk..... 130
 Salary schedule..... 120
 Speaker of the Assembly..... 119
 Speaker pro Tempore..... 130
 Order of business..... 131
 Campaign contributions..... 117

Catastrophic emergencies	135
Chaplains.....	131
Compensation	
Legislators.....	118
Officers and employees of the Legislature.....	120
Conflict of interest.....	116
Crimes against legislative power	114
Debate procedure	144
Ethics.....	116
Expenses	117
Flag	iii
Floor leaders.....	131
Legislative Fund.....	118
Limitations on legislative power.....	112
Lobbying.....	109
Organization procedure.....	127
Parliamentary procedure	131
Per diem allowances	118
Petitions and memorials	147
Presiding officer	119, 128
Privileges and immunities of legislators	112
Qualifications	107
Quorum	132
Retirement.....	119
Senate	
Apportionment	106
Members	
Alphabetically	85
Biographies	3
By district.....	91
Officers and employees.....	108
President of the Senate.....	128
President pro Tempore	129
Salary schedule	120
Secretary of the Senate	108
Sergeant at Arms	129
Order of business	131
Sessions.....	127
120-day calendar	203
120-day rules.....	127
Size.....	106
Special sessions.....	127
Term limits	107
Travel allowances	118
Vacancies.....	108
Voting procedure	143
Web site.....	195
Libraries (all services).....	193
Lieutenant Governor	128
Biography	
President of the Senate.....	5
Lobbying.....	109

M

Mail (postal) service 173
 Majority floor leader 129
 Maps
 Districts, Senate and Assembly 265
 Las Vegas Office, Legislative Counsel Bureau 283
 Legislative Building 279
 State Agency 285
Mason’s Manual of Legislative Procedure 190
 Message center 171
 Minority floor leader 131
 Motions 109

N

Nevada Administrative Code 163, 185
Nevada Revised Statutes 163, 182
 Nevada Statistical Abstract 188
 Nevada’s legislative process 211
 Notice of bills, topics, and public hearings 142
 Notice of reconsideration 144

O

One-house resolutions (*See Resolutions*) 149
 Order of business in Senate and Assembly 131
 Organizing the Legislature 127

P

Parliamentary procedure in Senate and Assembly 131
 Per diem allowances 118
 Political history of Nevada 188
 Postal service 173
 Allowances of legislative members 118
 President of the Senate (*See Lieutenant Governor*) 128
 President pro Tempore 129
 Presiding officer 119
 Press representatives 109
 Privileges of legislators 112

Q

Quorum 132

R

Recall 117
 Reconsideration of vote 144
 Recede 141
 Referendum 261
 Reprint 142
 Resolutions (*See also Bills*) 109
 Concurrent resolutions 149
 Examples 215
 Constitutional amendments 110, 147, 148

LEGISLATIVE MANUAL

Index of bills and resolutions introduced.....	186
Joint resolution.....	148
Examples.....	215
Simple (one-house) resolutions.....	149
Examples.....	215
Resources for legislators.....	179
Audits of state agencies.....	189
Daily histories.....	185
<i>Executive Budget</i>	191
Legislative Counsel Bureau publications.....	190
Legislative journals.....	187
<i>Legislative Manual, Nevada</i>	190
Legislative videorecordings.....	189
<i>Mason's Manual of Legislative Procedure</i>	190
<i>Nevada Administrative Code</i>	185
<i>Nevada Revised Statutes</i>	182
Nevada Statistical Abstract.....	188
<i>Perspectives: A Biennial Report of Nevada State Agencies</i>	188
Political History of Nevada.....	188
Recommended schedule of priorities for capital improvements.....	189
Retirement, legislators'.....	119
Roll calls.....	143

S

Secretary of the Senate.....	108
Sedway Office Building.....	170
Second reading (defined).....	262
Select committees.....	128, 141
Senate (<i>See Legislature</i>).....	
Senate districts.....	91
Sergeant at Arms.....	129-130
Compensation.....	120
Duties.....	129
Session laws (<i>Statutes of Nevada</i>).....	181
Session of the Legislature.....	111
Sine die.....	262
Skeleton bill.....	148
Speaker of the Assembly.....	130
Speaker pro Tempore.....	130
Special or local laws.....	112
Definition,.....	262
Restrictions on legislative measures.....	114
Sponsor.....	135
Standing committees.....	119, 139
Assembly committees.....	101
Hearings on bills.....	142
Notice of bills, topics, and public hearings.....	142
Party representation.....	139
Recommendations.....	140
Referral procedure.....	139
Senate committees.....	99
Witnesses before hearings.....	142
State Library and Archives, Division of.....	193
Archives and records.....	194
Library services.....	193

State of the State Address	134
<i>Statutes of Nevada</i>	181
Subcommittees and interim committees	93
Summary	263
Supreme Court Law Library	195

T

Telephone communications	
Allowances of legislative members	171
Billing for telephone service	171
Coin telephones.....	171
Constituents, toll-free service for.....	172
Emergency telephone numbers	174
Long-distance calls to legislators.....	172
Message center.....	171
Public point of view	172
State Library and Archives Legislative Hot Line Service	172
Term limits	107
Travel allowances	118
Two-thirds majority.....	144

V

Vacancies.....	108
Vetoed bills.....	146
Vid recordings.....	189

W

Witnesses before committee hearings.....	142
Whip.....	263
Words and phrases	
Legislative terminology	255