

PUBLIC ACCESS ROOM
A division of the Legislative Reference Bureau

NEWSLETTER

Hawaii State Capitol ♦ 415 South Beretania Street ♦ Room 401 ♦ Honolulu, Hawaii 96813

Phone: (808) 587-0478 ♦ Fax: (808) 587-0793 ♦ URL: www.hawaii.gov/lrb/par



Legislative Timetable

January

- 21st Opening Day
- 23rd Non-Administrative Bill Package Cutoff
- 26th State-of-the-State Address & Administrative Bill Package Cutoff
- 28th Bill Introduction Cutoff: Last day to introduce bills
- 30th Grants/Subsidies Cutoff

February

- 16th Holiday: Presidents' Day
- 20th First Lateral (Bills): Must be moved to final committee in originating chamber
- 26th to March 4th: Mandatory 5-Day Recess

March

- 6th First Decking: Last day to file non-budget bills for Third Reading in originating chamber
- 12th First Crossover (Bills)
- 16th Budget Decking
- 18th Budget Crossover
- 18th Last day to introduce Substantive Resolutions
- 26th Holiday: Kuhio Day
- 27th Second Lateral (Bills): Must be moved to final committee in non-originating chamber

April

- 3rd (Senate) & 7th (House): First Lateral for Concurrent Resolutions
- 9th Second Decking (Bills): Last day to file bills in non-originating body
- 10th Holiday: Good Friday
- 16th Second Crossover (Bills) & Last day to disagree
- 17th First Crossover for Concurrent Resolutions
- 24th Constitutional Amendments: Deadline for final form
- 27th Second Crossover for Concurrent Resolutions
- 30th Last day to file Non-Fiscal Bills to deck for Final Reading

May

- 1st Last day to file Fiscal Bills to deck for Final Reading
- 7th Adjournment Sine Die

CONTACT US!

Public Access Room
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Email.....par@capitol.hawaii.gov

Neighbor Islands (Toll Free)

Hawai'i..... 974-4000, ext. 7-0478
Maui 984-2400, ext. 7-0478
Kaua'i 274-3141, ext. 7-0478
Moloka'i/Lana'i... (800) 468-4644, ext. 7-0478
(Fax from neighbor islands using ext. 7-0793)

**Opening Day of the 25th Legislature:
Wednesday, January 21**

At the Capitol: You're welcome to join us in the Public Access Room (PAR) at 10:00 a.m. on Wednesday, January 21, to watch the Hawaii State Senate and House of Representatives Opening Day ceremonies on our television monitors. And around noon, PAR's Opening Day Party begins, coinciding with the traditional bustle as legislators and their office staff greet throngs of well-wishers and often offer tasty goodies.

Remote Viewing: The ceremonies will be broadcast live on Oahu – the House of Representatives proceedings will air on Channel 49 (FOCUS) and the Senate will air on Channel 53 (NATV). The Neighbor Islands will receive a live broadcast of the House of Representatives proceedings via HITS (check

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LEGISLATIVE DEADLINES... "SAY WHAT?!"

YOU'VE GOT THE DATES, now what do they mean? Here's a handy reference list to keep on hand. Call PAR if you'd like additional information. (Our staff loves to talk about this stuff!)

JAN 21

OPENING DAY – Hawaii's constitution mandates that the regular legislative session starts at 10:00 a.m. on the third Wednesday of January. Come and join in the festivities, as legislators and residents meet, greet, and eat!

JAN 23

LAST DAY TO INTRODUCE ALL NON-ADMINISTRATION BILL PACKAGES – Bills bundled together by common interest groups and accepted and labeled as a package by the clerks.

JAN 26

STATE-OF-THE-STATE ADDRESS – The Governor's annual address to the assembled joint legislature. The address presents an opportunity for the Governor to report on affairs of state, and to put forth recommendations and initiatives. Many visitors come to the Capitol to hear the Governor's speech and witness the proceedings from the gallery (accessible on the ground floor/atrium level).

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LEGISLATIVE DEADLINES...continued from Page 1

- JAN 26** **LAST DAY TO INTRODUCE ADMINISTRATION BILL PACKAGE** – This is what is known as the “Governor’s Package.” The bills are prepared by executive branch agencies for consideration by the legislature, and are introduced on behalf of the executive branch by the President of the Senate and the Speaker of the House of Representatives. (“BR” will appear after the introducers’ names, as the legislation is being introduced, “by request.”)
- JAN 28** **LAST DAY TO INTRODUCE BILLS** – A bill is “introduced” when it has been filed with the House or Senate Clerk, who gives it a number (with an HB or SB prefix) and then puts it on the calendar for First Reading by the chamber. After First Reading, it is given its committee referrals which specify which committees must hear and pass the measure for it to succeed. Only legislators may introduce bills. (Note: At introduction, each bill is given a “Bill Status” sheet that can be accessed via the Legislature’s website (www.capitol.hawaii.gov) and used to track all activity associated with the measure. The Public Access Room can help if you need assistance in getting started.)
- JAN 30** **LAST DAY FOR ORGANIZATIONS TO SUBMIT GRANT AND SUBSIDY REQUESTS** – “Grant” refers to an award of appropriated state funds by the legislature to a specified recipient to support activities that benefit the community. Also known as “Grant-in-Aid.” “Subsidy” refers to a similar award to a recipient to reduce the costs incurred in providing a service to members of the public.
- FEB 12** **TRIPLE REFERRAL FILING** – All bills referred to three or more committees must be in their second-to-last committee by this date. (Note: A referral to a joint committee counts as one committee referral.) This deadline allows ample time for successful bills to make their way to their last committee by the First Lateral deadline.
- FEB 20** **FIRST LATERAL** – All bills referred to more than one committee (i.e., those with multiple referrals) must move to their final committee in the originating chamber by this day.
- FEB 26-** **MANDATORY 5-DAY RECESS** – Hawaii’s Constitution mandates a 5 day recess between the 20th and
MAR 4 40th days of the regular session. Neither the House of Representatives nor the Senate convene or assemble formally in chamber on recess days. Committee hearings do take place, however.
- MAR 6** **FIRST DECKING** – All bills under consideration for crossover to the other chamber must be submitted to the clerk of the originating chamber in their final form at least 48 hours prior to third reading. This “decking” ensures an opportunity for final review by the chamber’s members before being asked to vote on the third reading. Note: A bill must pass three readings in each chamber before being enrolled to the governor.
- MAR 12** **FIRST CROSSOVER** – Deadline for bills to pass third reading in order to move (or “crossover”) to the other chamber. If successful, House bills are sent to the Senate and Senate bills are sent to the House for further consideration. Note: If identical bills pass out of both chambers, the bill that passed out first will normally become the “vehicle” bill that survives and the other bill will be “held” or no longer considered for the session.
- MAR 16** **BUDGET DECKING** – Deadline for submitting the spending plan developed by the Governor which estimates expenditures for the fiscal year or biennium and the proposed means of financing these expenditures.
- MAR 18** **BUDGET CROSSOVER** – Last day for third reading of budget bills in order to move to the other chamber.
- MAR 18** **LAST DAY TO INTRODUCE SUBSTANTIVE RESOLUTIONS** – Resolutions are legislative measures which may request action of a government entity or state the legislature’s position on an issue. They don’t have the force and effect of law, require only one reading in chamber, and are not enrolled to the Governor.
- MAR 19** **HOUSE AND SENATE TRIPLE REFERRAL** – All bills referred to three or more committees must be in their second-to-last committee by this date. (Note: A referral to a joint committee counts as one committee referral.) This deadline allows ample time for successful bills to make their way to their last committee by the Second Lateral deadline.
- MAR 27** **SECOND LATERAL** – All bills with multiple referrals must move to their final referral committee in the non-originating chamber by this date.

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Learn More! Ongoing Workshops Twice Weekly

Want to learn about the state legislative process and how to participate most effectively?

PAR's workshops are free of charge, and will be offered on Tuesdays at 12 noon and Thursdays at 5:00 p.m. through March in the PAR (Room 401 of the State Capitol).

Workshops provide valuable, time-saving tips and instruction on using online resources; writing good testimony; searching for and deciphering legislative documents; and new and efficient methods for researching and tracking legislation. Participants are provided take-home guides that prove useful to newcomers as well as experienced advocates.

As scheduling permits, PAR also offers individual consultation and workshops tailored to meet interested groups' needs and experience; contact PAR to coordinate a date, time and place.

ABOUT PAR (Public Access Room) – The Public Access Room (PAR) is *the public's* office at the State Capitol. The office is devoted to assisting people engaging in State legislative government. The office is open year-round; its resources (including knowledgeable staff) are available and accessible to all residents. There is never a fee for services.

They're Back!

Session's starting, and your seasonal PAR staff is on hand and ready to help!

The start of the legislative session brings a beehive of activity to the Capitol and to the Public Access Room. It takes a significant amount of diligence, determination and refined sugar to keep pace with the challenge.

Fortunately, **Larry Kamakawiwo'ole**, a man of measured words and caloric intake, is back for his 6th turn as a conduit between all things legislative and our citizens. With Larry, the familiar and the surprising co-exist. This makes him a great resource to turn to in navigating the legislative process. As well, with a background as a former prosecutor who holds a Masters in Theology, Larry brings to his work with the public an analytic precision that characterizes him as a force of both reason and calm.

Delighted to have the opportunity, **Sherrie Sato** has also returned to help PAR for the current session. Sherrie discovered last session how much there is to learn about



the process of democracy, and now knows that one of the best ways to become a more informed citizen is to roll up one's sleeves and jump into the legislative process. Sherrie is always ready to share what she's learned. It is the mutual exchange of ideas with fellow citizens that has provided a marvelous bonus during her on the job training. Meanwhile, away from the Capitol, Sherrie's activities still include mowing the lawn (that grass keeps growing!) and making beautiful pottery (which she's always too humble to mention!).

OPENING DAY...*continued from Page 1*

with your local PEG provider for channel information), and tape-delayed broadcast of Senate proceedings. Additionally, both ceremonies can be viewed on Olelo’s website (www.olelo.org), where live webstreaming of the Capitol’s broadcasts are always available.



NOTE: In addition, several Re-broadcasts of the ceremonies will occur – once scheduled, details can be obtained at the “Broadcasts” link on the “Legislative Information” page of the Legislature’s website (www.capitol.hawaii.gov).

As always, if you have questions or would like assistance, please contact us at the PAR.

LEGISLATIVE DEADLINES...*continued from Page 2*

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- APR 3 FIRST LATERAL FOR SENATE CONCURRENT RESOLUTIONS** – Concurrent resolutions require adoption in each chamber and are used to state the official position of the Legislature on an issue, or to request action formally without having to mandate it by law. All Senate concurrent resolutions with multiple referrals must move to their final committee by this date.
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- APR 7 FIRST LATERAL FOR HOUSE CONCURRENT RESOLUTIONS** – All House concurrent resolutions with multiple referrals must be in their final committee by this date.
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- APR 9 SECOND DECKING** – Deadline for submitting bills that have been amended by the non-originating chamber to the clerk of that chamber. This allows for delivery of the amended bills in their final form to the chamber’s members at least 48 hours prior to third reading.
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- APR 16 SECOND CROSSOVER** – Deadline for bills to pass third reading in their non-originating chamber in order to “cross back” to the originating chamber.
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- APR 16 LAST DAY FOR THE ORIGINATING BODY TO DISAGREE WITH BILL AMENDMENTS** – If the Senate and House disagree on a bill, members from each chamber meet in a “conference” committee to work out their differences.
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- APR 17 FIRST CROSSOVER FOR CONCURRENT RESOLUTIONS** – Deadline for passing the single reading required for resolutions in order to move from the originating chamber to the other chamber.
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- APR 24 DEADLINE FOR FINAL FORM OF BILLS PROPOSING CONSTITUTIONAL AMENDMENTS** – At least 10 days prior to passing final reading by a 2/3 vote in each chamber, written notice of the proposed amendment’s final form must be provided to the Governor. Once adopted by the Legislature, the proposed amendment is submitted to the voters, in the form of a ‘yes or no’ question on the ballot, for ultimate decision.
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- APR 27 SECOND CROSSOVER FOR CONCURRENT RESOLUTIONS** – Deadline for passing concurrent resolutions in the non-originating chamber in order to “cross back” to the originating chamber.
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- APR 30 FINAL DECKING OF NON-FISCAL BILLS** – Deadline for submitting non-fiscal bills for final reading by both chambers.
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- MAY 1 FINAL DECKING OF FISCAL BILLS** – Deadline for submitting fiscal bills for final reading by both chambers. Fiscal bills include appropriation or spending bills, tax credits, etc. that emerge from the fiscal committee of their respective originating chamber (Finance in the House, Ways and Means in the Senate).
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- MAY 7 ADJOURNMENT SINE DIE** – In Latin, “sine die” means “without a day.” Adjournment sine die occurs on the 60th legislative day of a regular session, and indicates a suspension of the business of the legislature indefinitely. From this point, the Legislature will certify bills whose form both chambers have agreed to and transmit or “enroll” those bills to the Governor.
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ADDITIONAL INFORMATION is available – go to the Public Access Room’s website (<http://hawaii.gov/par>) and download the document, “[Walk through Session](#)” from the homepage. A very handy reference!