

# TENNESSEE GENERAL ASSEMBLY

capitol.tn.gov



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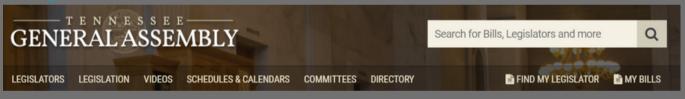
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#### **NAVIGATING THE TGA WEBSITE**

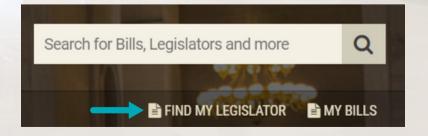
In your web browser, type **www.capitol.tn.gov**. This will bring you to the homepage of the Tennessee General Assembly's website.





From here, you can look up everything from profiles on all 132 legislators, bills filed in the current and past (archived) legislative sessions, recorded videos of hearings, weekly schedules and calendars, committee assignments and responsibilities, and locating which district you reside in.

The first step in effective legislative advocacy is knowing who your elected officials are. You can easily access this information by clicking **Find My Legislator** located under the search bar.



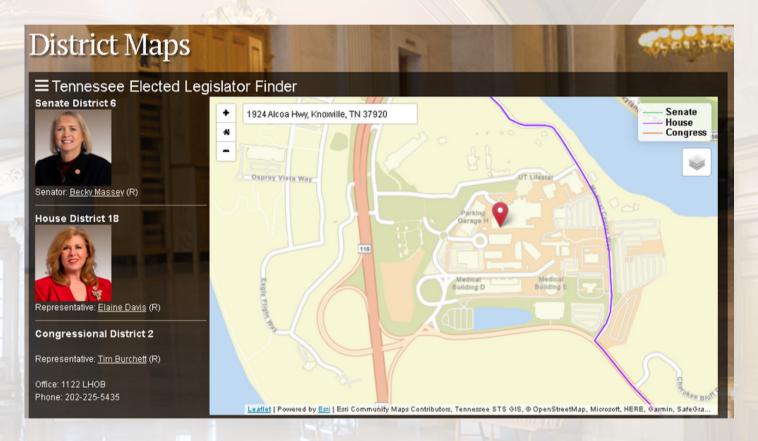


#### FINDING YOUR LEGISLATORS



When you land on the **Find My Legislator** webpage, you'll see a map with district lines designated by different colors. On that map you'll enter your address into this search bar.

Once entered, you'll immediately be redirected to a page like below that will show which district you live in, your state senator, house representative, and congressman/woman.



The link below the legislator's photo will take you directly to their webpage where you can find information about their district address, committee assignments, and community involvement.







#### **CONTACTING YOUR LEGISLATORS**

Each member of the Tennessee General Assembly has their own webpage that includes their Cordell Hull building office suite number, phone and fax number, district address, and staff contact(s). From this page you can also see on which committees the legislator serves and what bills they have sponsored and co-sponsored that legislative session.



Email your elected official directly by clicking this link.

To ensure your legislator receives the message, it's always best to copy the staff contact(s) on all communications.

#### Staff Contacts

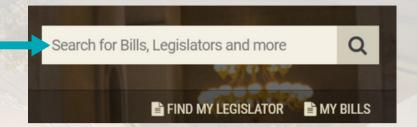
<u>Hannah Halkias</u>, Executive Secretary



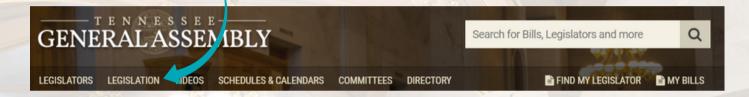
#### FINDING BILLS OF INTEREST

There are two ways to search for bills on the Tennessee General Assembly website.

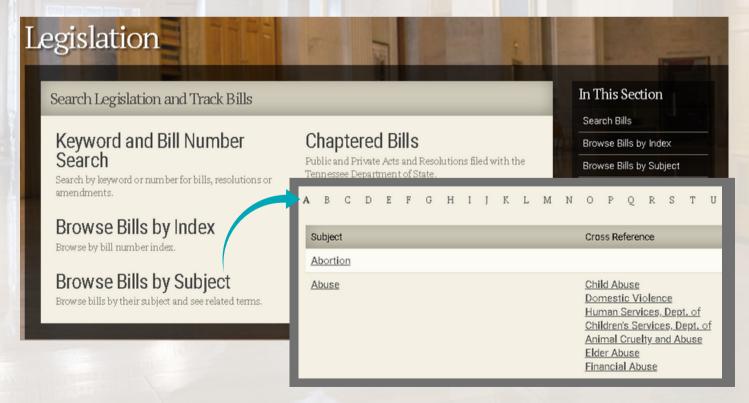
If you know the bill number (ex. SB123), you can type it in this search bar and it will automatically redirect you to the bill's webpage.



If you don't know the bill number, there are a few options to locate your bill of interest. Start by clicking the **Legislation** tab on the main webpage header.

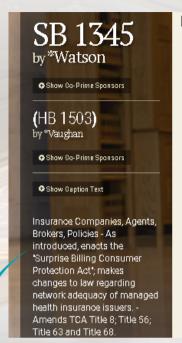


From here you can look up bills by keyword or subject, as well as legislation that has already become Public Chapter. You can also click **Browse Bills By Subject** to view all bills filed that session alphabetized by subject matter.





### UNDERSTANDING THE BILL PAGE





A bill's main webpage can be very instructive for understanding what a piece of legislation does and its posture in the legislative process.

Insurance Companies, Agents, Brokers, Policies - As introduced, enacts the "Surprise Billing Consumer Protection Act"; makes changes to law regarding network adequacy of managed health insurance issuers. - Amends TCA Title 8; Title 56; Title 63 and Title 68.

The description under the bill number includes its subject(s) matter, a brief summary of what it does, and which Titles of the Tennessee Code Annotated (TCA) it opens.

All legislation filed by members of the General Assembly must have a companion filed in the alternate chamber. Thus, all bills will contain a Senate bill number (SB) and a House bill number (HB).

You can search for the same bill using either bill number.

Along with the bill's primary sponsors, you can also see other members who have signed onto the bill by clicking the **Show Co-Prime Sponsors** button.

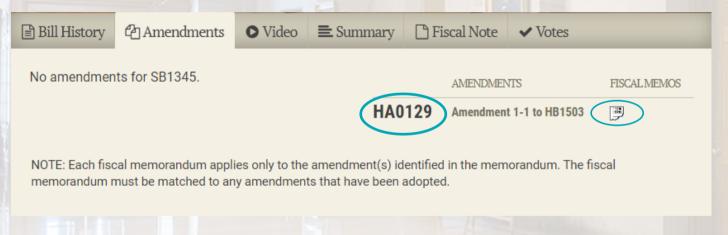




#### **BILL HISTORY AND AMENDMENTS**



The **Bill History** tab will show all action (or inaction) taken on a specific bill in both the Senate and House and the date it was taken. This includes when sponsors are added or removed, or when a bill is deferred to the next standing committee calendar.

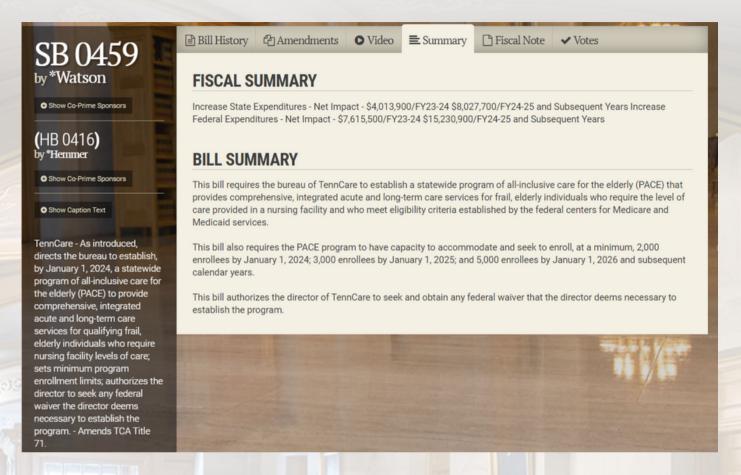


As a bill moves through the legislative process, it is often amended by parties with a vested interest. These changes can be found under the **Amendments** tab on the bill page. Note that amendments can only be accessed online after they have been adopted onto the bill by the appropriate standing committee.

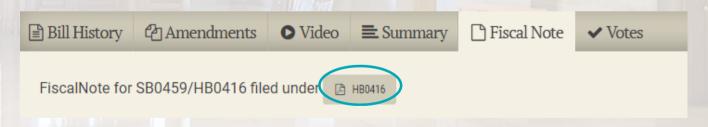
If the proposed amendment has a monetary cost to the state, it will include a **Fiscal Memo**.



#### FISCAL AND BILL SUMMARIES



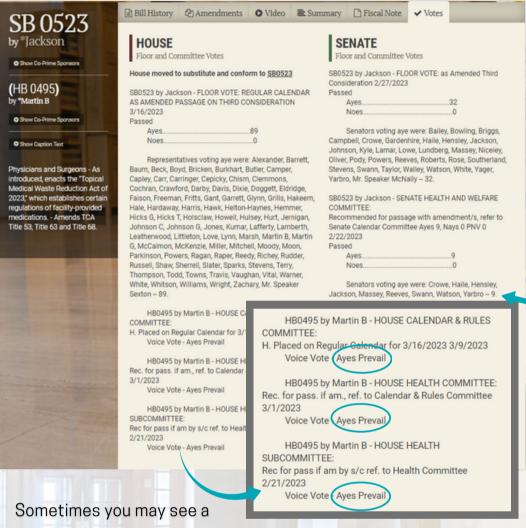
In addition to the bill's description, Legal Services will outline what the proposed legislation does in detail on the **Summary** tab, including an overview of the present law as it relates to what is being amended in the Tennessee Code Annotated. If relevant, this page will also include a brief fiscal summary like the above example.



To review a bill's fiscal impact in more detail, click the **Fiscal Note** tab to locate the linked attachment(s).



#### **COMMITTEE AND FLOOR VOTES**



Finally, the **Votes** tab will show all committee and floor votes taken on a specific bill as it moves through the legislative process.

House committees will often pass or defeat bills by a **voice vote** (ayes/nays prevail), whereas the Senate committees always perform a **roll call vote** where each member's vote is publicly recorded.

representative request to be recorded as a "no" vote when an affirmative voice vote advances a bill.

HOUSE

Floor and Committee Votes

HB1051 by Vaughan - HOUSE HEALTH COMMITTEE: Rec. for pass. if am., ref. to Calendar & Rules Committee 3/15/2023

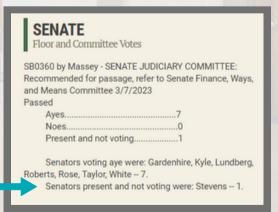
Voice Vote - Ayes Prevail Rep(s). Jernigan requested to be recorded as voting No

HB1051 by Vaughan - HOUSE HEALTH SUBCOMMITTEE:

Rec for pass if am by s/c ref. to Health Committee 2/28/2023

Voice Vote - Ayes Prevail Rep(s). Jernigan, Mitchell requested to be recorded as voting No

Other times
you may see a
lawmaker
request not to
be recorded
voting at all.



This is called **present not voting** (PNV).



#### **UNDERSTANDING CAPTION BILLS**

SB 0222 by \*Crowe

A **caption bill** is a placeholder bill which opens up part of Tennessee Code Annotated but does not indicate legislative intent.

(HB 0568) by \*Carringer

AN ACT to amend Tennessee Code

Hide Caption Text

Annotated, Title 37; Title 39; Title

56; Title 63; Title 68 and Title 71,

relative to maternal health.

Hide Caption Text

AN ACT to amend Tenness Annotated, Title 37; Title 39 56; Title 63; Title 68 and Tit relative to maternal health.

Health Care - As introduced, requires the annual report by each nurse home visitor program to be submitted to the department of health, in addition to the health care and services facility administering the program and the community in which the program is administered. - Amends TCA Title 37; Title 39; Title 56; Title 63; Title 68 and Title 71.

Mental Illness - As introduced, changes references for mental defect, mental defective, and mentally defective to mental health condition throughout the code. - Amends TCA Title 16; Title 33; Title 37; Title 38; Title 39; Title 41; Title 57; Title 62 and Title 71.

Remember, just because a bill is broadly captioned does **NOT** mean it is a caption bill.

to cover any number of legislative topics. In this example, the bill is relative to maternal health and opens up several Titles, including the criminal code (39), insurance code (56), and health professions code (63). With such a broad caption, there's no way to know

exactly what this bill does as filed.

Caption bills are typically broad enough

A good way to identify whether a bill is a caption or not is if it references filing a report or changing a time frame, such as this example.

Abortion - As introduced, requires the department of health to publish on its website information on the possibility of reversing the effects of a chemical abortion in any language that is the primary language spoken by 1 percent or more of this state's population, rather than 2 percent or more. - Amends TCA Title 39; Title 63 and Title 68.

TennCare - As introduced, reduces from 30 days to 15 days the time within which an enrollee or applicant is responsible for mailing documentation of any material change affecting any information given to the bureau or in the enrollee's or applicant's application. - Amends TCA Title 68 and Title 71.

WARNING

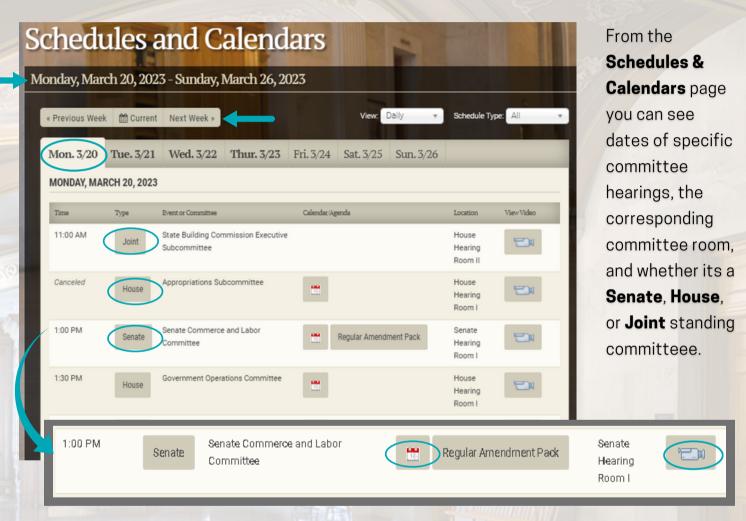
Beware deceiving caption

Beware deceiving caption bills that appear to do something they do not!



#### **SCHEDULES AND CALENDARS**

During session, it is important to navigate the Capitol website to find out what time committee hearings are scheduled and in which committee room members will meet. Each committee is required to make its calendar publicly available ahead of the scheduled meeting (24 hours in advance in the Senate, 48 hours in the House).



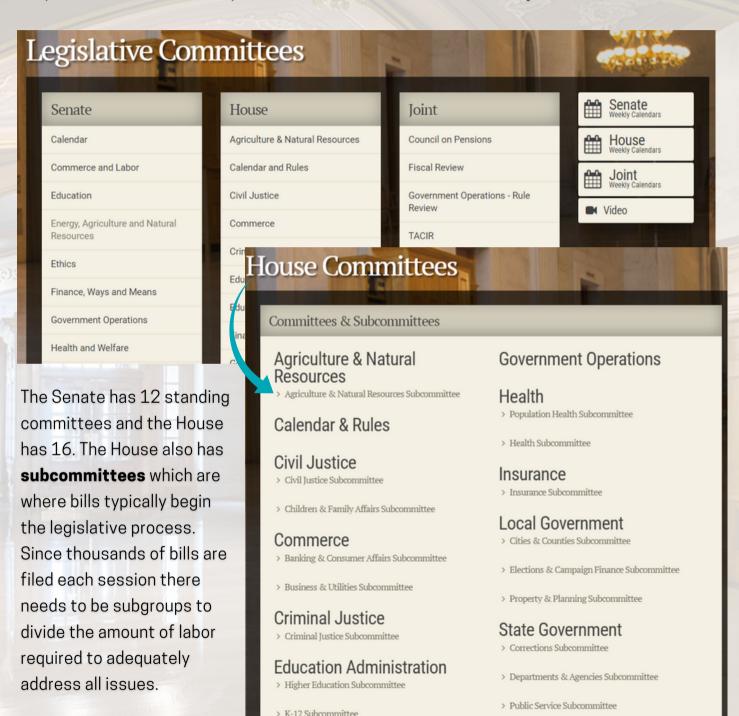
You can find each committee's agenda by clicking the calendar icon. For larger committees, you will often see an **Amendment Pack** that will accompany the regular calendar. This contains all amendments filed on legislation that will be adopted or withdrawn on that week's calendar.

All committee hearings are recorded. You can watch the entire meeting by clicking the camcorder icon, or you can choose the specific bill you want to watch in the catalog and it will redirect you to that segment of the recording.



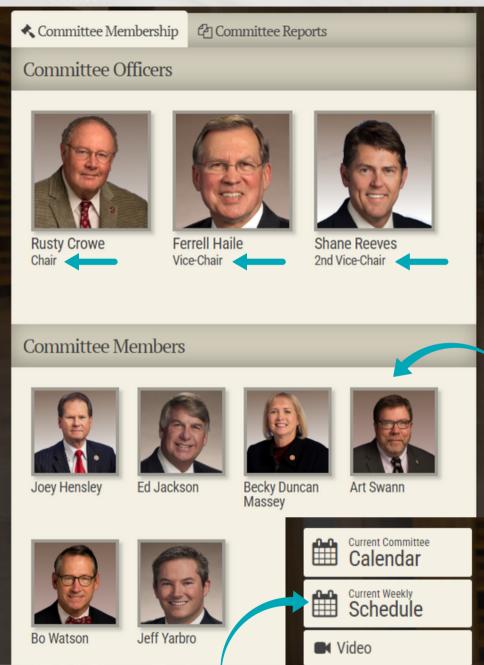
#### **COMMITTEES AND SUBCOMMITTEES**

The **Committees** page is another helpful resource to utilize when tracking bills of interest. It is important to know which committees a lawmaker serves on prior to discussing an issue with him or her. Because legislators have more influence over bills assigned to their respective committees, they tend to focus their efforts on that subject matter.

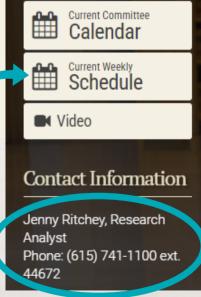




#### **UNDERSTANDING COMMITTEES**



At the top left of the standing committee page you can find calendars, schedules, and videos. These are updated weekly during the legislative session.



Each standing committee is appointed a chair and vice chair (in the Senate, a 2nd vice-chair is appointed). The chair is responsible for conducting the meeting and guiding committee members through the agenda items. The vice-chair temporarily assumes this responsibility when the chair is absent or presenting his or her own bill to the committee.

Shown below committee officers are the **committee members**. These are the legislators who are tasked with reviewing proposed bills, providing recommendations, and ultimately approving or rejecting legislation via vote.

Each committee has its own research analyst who is responsible for compiling the agenda and assisting committee officers with following parliamentary procedure. Their contact information is also listed on the committee page.



