Welcome to the Public Access Room's (PAR's) "Your Voice!" workshop. In a democracy, power is vested in the people (you!), and we want to encourage you to use that power to help the legislature make the best laws for the state of Hawaii.

If you have questions, or would like to find out more, please contact the PAR by calling 808/587-0478 or emailing us at par@capitol.hawaii.gov – our website is https://LRB.hawaii.gov/PAR/.

Add Your Voice

- Talk with your senator and representative
- Ask for a bill to be drafted and introduced
- Ask for a public hearing
- Testify at a public hearing
- Lobby the entire chamber or legislature
- Let the governor know your views
- Keep at it!

When we talk about adding your voice at the legislature, you may think we're just talking about testifying at a public hearing – but there's actually a lot more you can do. We'll discuss talking with your own legislators, coming up with ideas for new laws, asking that a bill be heard, lobbying the entire House, Senate, or both, and finally, getting in touch with the governor. Most importantly, keeping at it – it can take a while for change to happen at the capitol.

Our physical office – <u>your office</u> – is located in **Room 401** of the **State Capitol building** (at 415 South Beretania Street, Honolulu, Hawaii 96813).

When there's not COVID-19 concerns, we fan out across the islands to offer workshops like this one. Now, we offer the workshops virtually.

(By the way, the Hawaii State Capitol is a beautiful building with a lot of symbolism built into its open architecture. Check out the virtual tour that's available on the governor's website: https://histategis.maps.arcgis.com/apps/MapJournal/index.html?appid=25a003ed53c5404eadddbab1561745b1)

Public Access Room (PAR)

- Help, information and training at **no charge**
- **Non-partisan**
- Lots of resources!
  - Guidance on process
  - Computers with internet
  - Wireless access & recharge station
  - Copies of testimony
  - Helpful handouts
  - Workshops and tutorials

We are **non-partisan**, dealing exclusively in **process** and never in **policy** considerations. There is never a fee for our services – we're supported by your tax dollars. When the capitol is open to the public, you can come to PAR to use one of the six public computers or the printer, have a small meeting, get copies of your testimony, or watch a hearing remotely. We have tables for you to work on your laptop (there's free wifi throughout the building) or recharge your devices. Or perhaps just sit and relax a while. We can answer your questions and point you to resources. We also offer workshops and tutorials so you can learn more. **The capitol is currently closed to the public due to COVID-19 concerns. Contact us by phone 808/587-0478 or email par@capitol.hawaii.gov.**

Our office is one of the five divisions of the (also non-partisan) Legislative Reference Bureau (LRB), a legislative service agency. A brief overview of the other divisions of the LRB:
- **LRB Library** has extensive holdings that cover legislative matters, some of which date all the way back to the days of the Kingdom. The research librarians can be very helpful and are a resource available to the public. They're located in the Chamber level of the Capitol in Room 005 and can be reached at 808/587-0690.
- The Research Division is one of five drafting agencies in the Capitol; they are available to assist any of the 76 legislators. The staff provides research, drafts legislation and committee reports, and publishes specific studies as requested by the legislature.
- The Statute Revision Division integrates the newly-passed Acts into the fourteen volumes of the Hawaii Revised Statutes (the HRS), the codified book of laws governing the state of Hawaii.
- The Information Systems Offices maintains a data base of relevant legislative information for internal legislative use. The staff also provide technical support for the division.

More information on LRB can be found on the website: https://lrb.hawaii.gov/par/

In the entire nation, Hawaii's legislature is one of only two that provide a **full-service resource** like the Public Access Room (PAR) for people who are involved in their state's legislature. This is one of the ways in which you're lucky to live Hawaii!

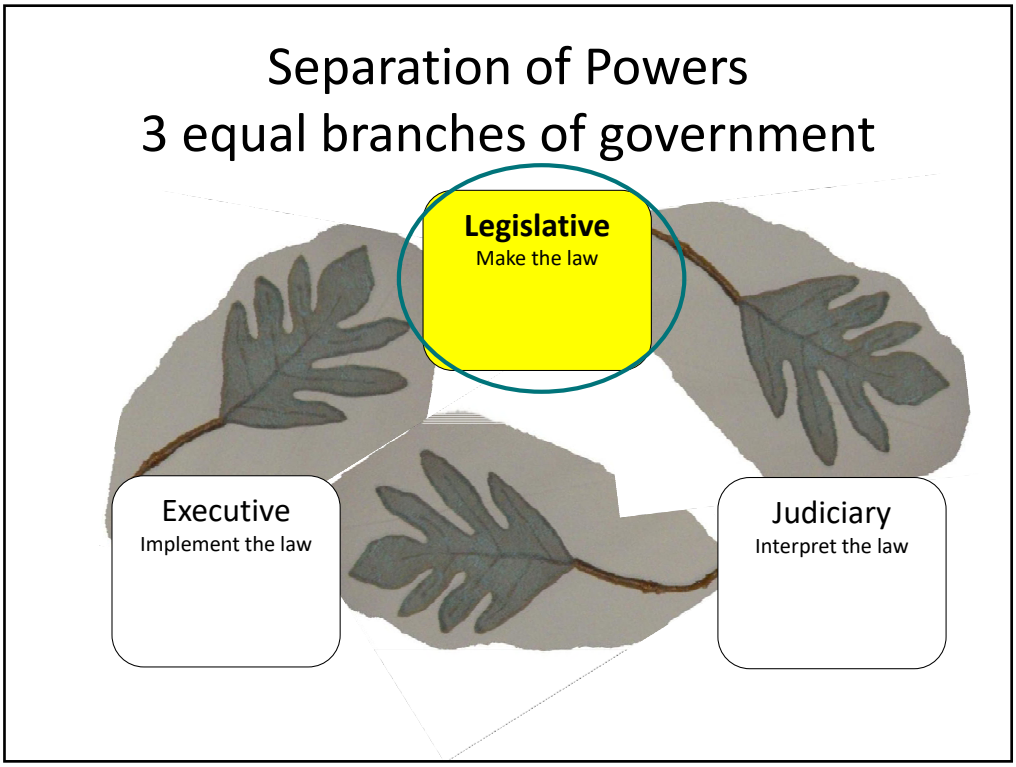
In 2020, PAR celebrated 30 years of helping Hawaii's citizens have a stronger and more articulate voice in their own governance.

For helpful handouts,
and this PowerPoint presentation,

head to PAR's website

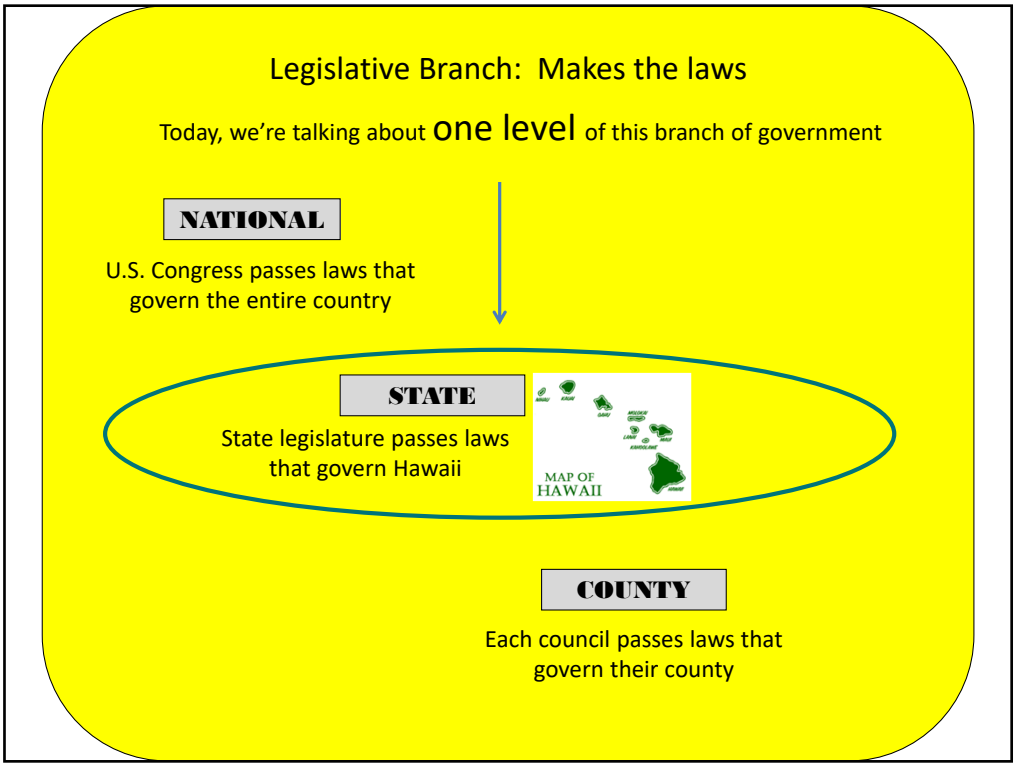
LRB.hawaii.gov/PAR/

There are many helpful handouts on the PAR website, https://lrb.hawaii.gov/par/, and you can find this workshop under the "Learn" tab – just click on "Workshops" and navigate to the bottom of the page.



Let's start with the big picture. Our democracy is set up with a balance of power – three different, equal branches of government that help to keep one another in check. Roughly speaking, the Legislative branch ***makes*** the laws, the Executive branch ***implements*** those laws, and the Judiciary branch ***interprets*** the law.

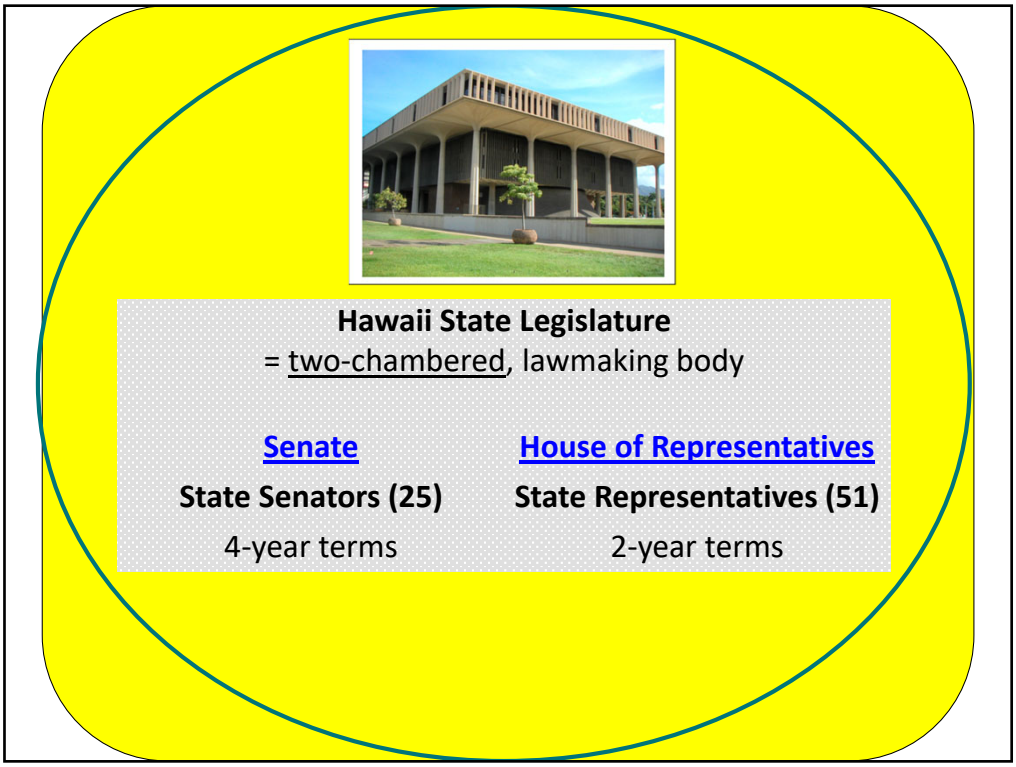
In this workshop, we'll be focused on the Legislative branch, the branch of government concerned with making the laws.



We're going to be examining just one level of the legislative branch – the **State legislature**, which makes the **laws that govern the state of Hawaii**.

There are other levels – at the broadest level, there's the U.S. Congress that convenes in Washington D.C. – they're concerned with passing laws that govern the whole country. Laws they pass apply to you whether you're in Iowa, California or Hawaii. This is the level where you'll find Hawaii's U.S. Senators Hirono and Schatz, and our U.S. Representatives Case and Kahele.

The County level is where you'll find the Councils – the City Council for the City and County of Honolulu, and the County Councils for Kauai, Maui, and Hawaii Island's counties. Ordinances that are passed at this level relate only to that specific county.



The Hawaii State legislature is actually made up of two different chambers (this is called a "bicameral" legislature) – the Senate is the group of 25 senators serving 4-year terms, and the House of Representatives is the group of 51 representatives elected to 2-year terms.

Roughly speaking, a senator's district is roughly twice as large as a representative's district.

We can use the term "legislator" to refer to either a senator or a representative.

In this presentation, we'll be focusing on how the chambers work to make the laws that govern the state, and both chambers operate in roughly the same way. But be aware that they actually each have special powers and responsibilities (for example, the Senate has the 'advise and consent' power over Governor's appointment of department directors).

First off, we're a representative democracy, and the legislators actually "represent" you – each address in the state is represented by one member of the House of Representatives, and one member of the Senate. They **serve as the voting districts' 'voice'** at the legislature and may be able to help constituents with a variety of issues.

Secondly, in order to make the whole complicated process a little more manageable, the House and Senate each organize themselves into various **committees** that focus on legislation in particular subject areas. As you'll see, the chairs of these committees have quite a bit of power. Who decides who is on which committee and who gets to be each committee's chair?

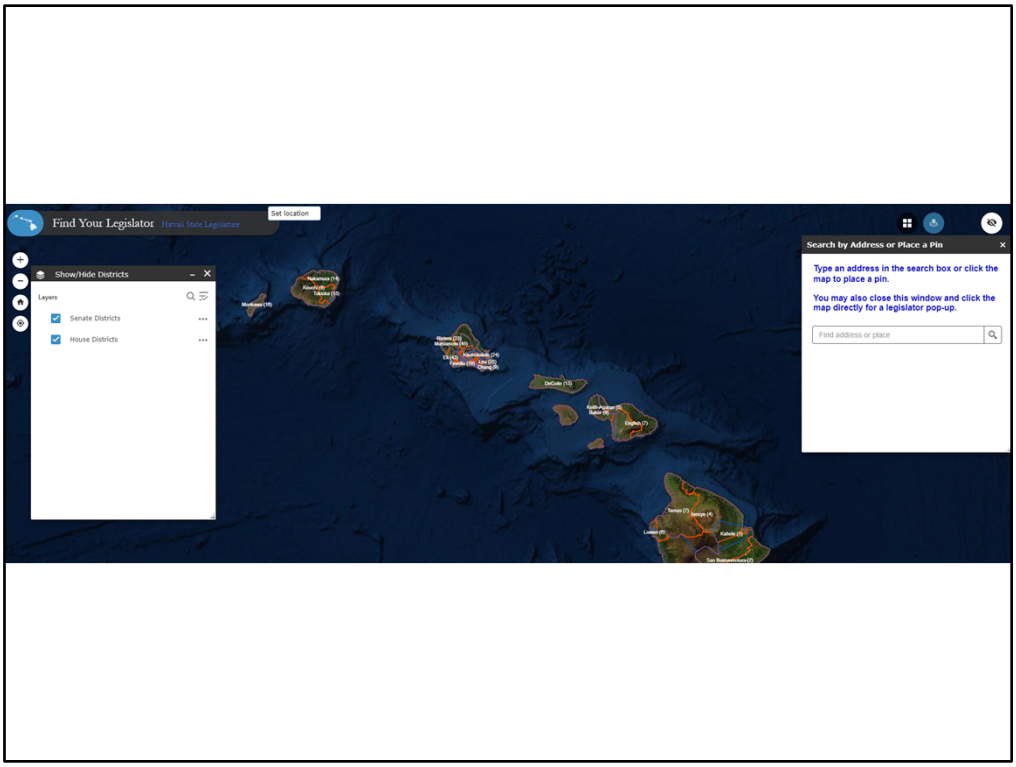
That would be **leadership**. Each chamber elects who will be their leader (the President in the Senate, the Speaker in the House, the Vice President or Vice Speaker, the Majority Leader, and Majority Floor Leader). The reason leadership is so important? Power. They influence a great deal, as you'll see in the slides ahead.

FYI -- When we use the term "Majority" it refers to the political party that has the most members in the chamber – in Hawaii currently, for both chambers that would be the members of the Democratic Party. The "Minority" party (here, the Republican members) also elect one another to leadership positions, to better coordinate the actions of their members.

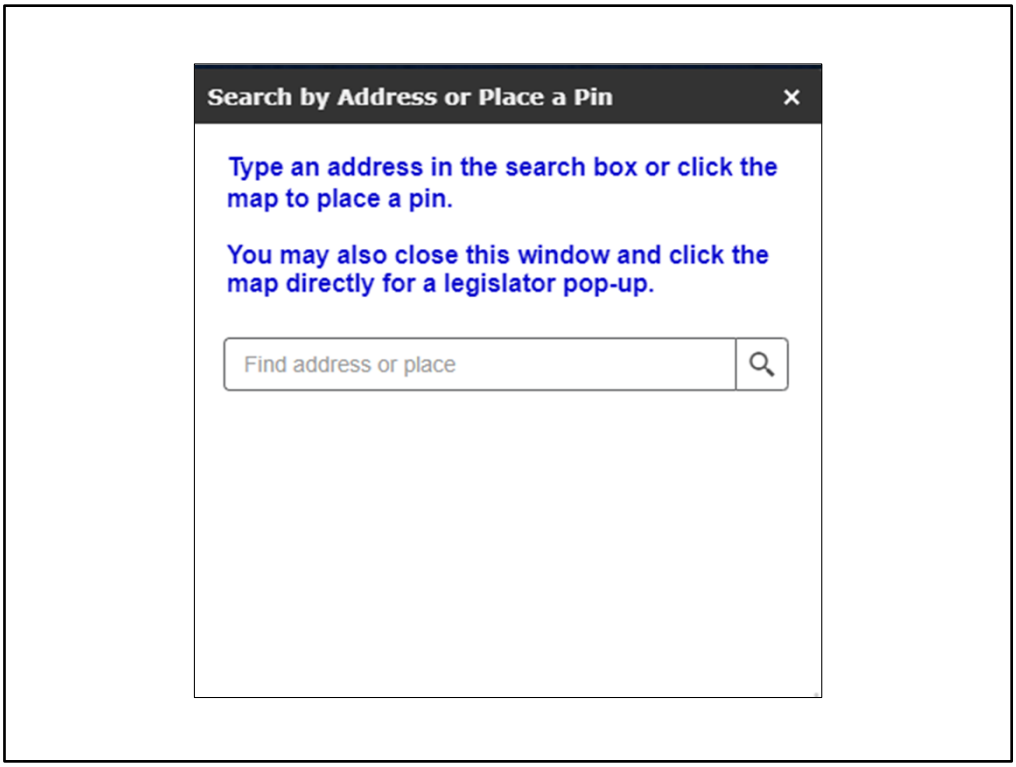
The legislature's website has made it simple **to find out who represents you**

To find out who your own representative and senator are, it's as simple as going to the legislature's website, capitol.hawaii.gov .

In the upper-right corner, click on the “Find Your Legislator” link

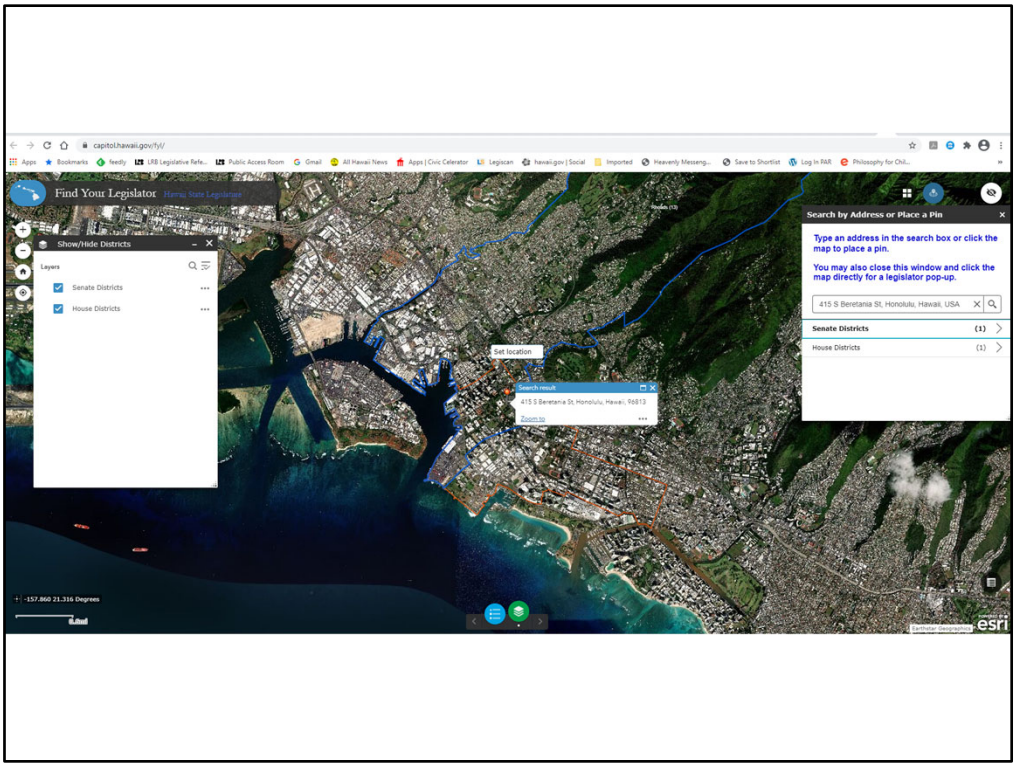


You'll come to this screen where you can type in your address or navigate on the map to a particular location

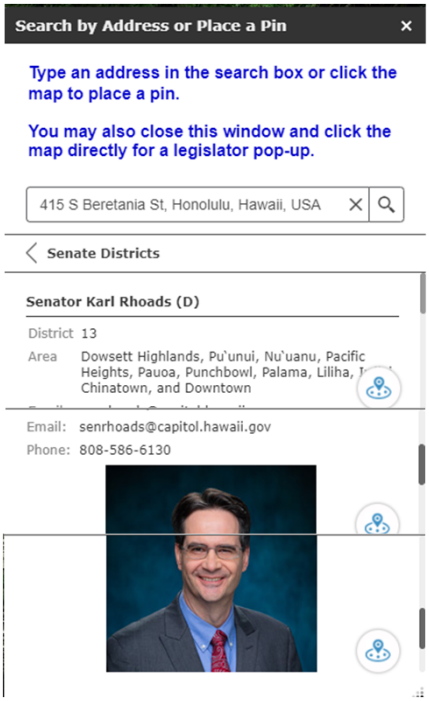


Let’s put in an address

We'll pretend we live at the state capitol, 415 S. Beretania Street

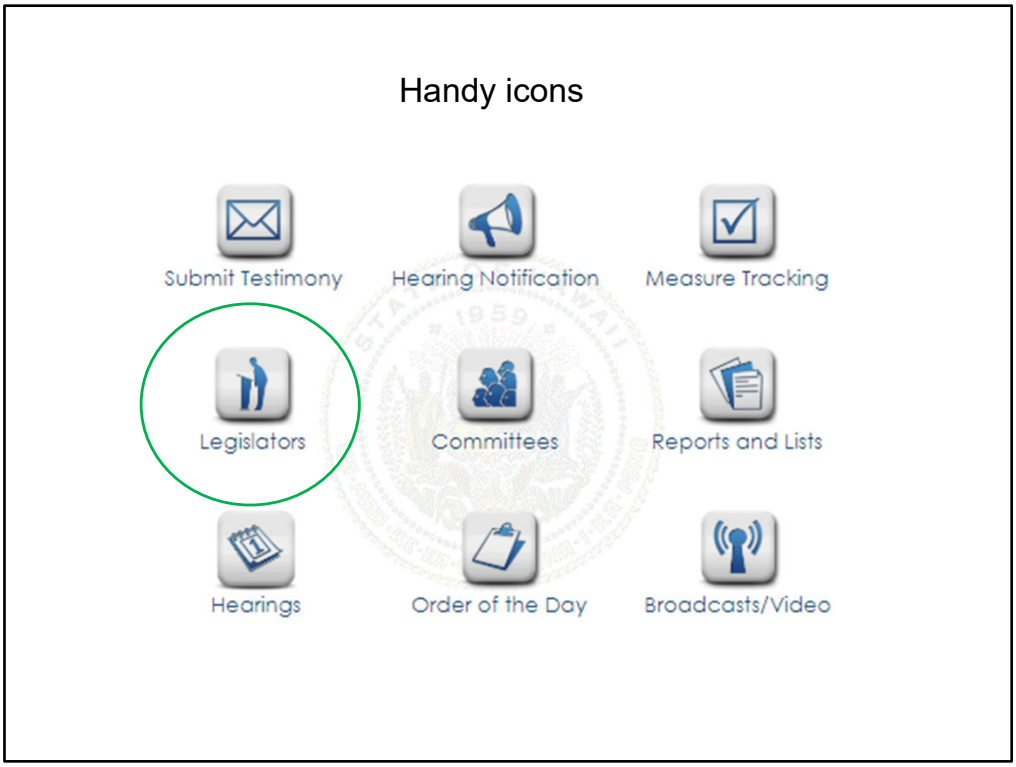


As soon as we put in the address, the map locates the address and shows us the boundaries of the House and Senate districts it falls in. To see who our elected officials are, just click on Senate Districts or House Districts



When we click on Senate Districts, we find that our senator would be Sen. Karl Rhoads, and are provided with his contact information and even a photo.

The legislature's website, capitol.hawaii.gov, is a portal to all sorts of helpful information. If we know a bill number, we can place it in the top search box on the left to find out all there is to know about it. Or we can use the next search box to search for bills. What's really helpful are the buttons that appear below the "Recent Updates" box in the center column…



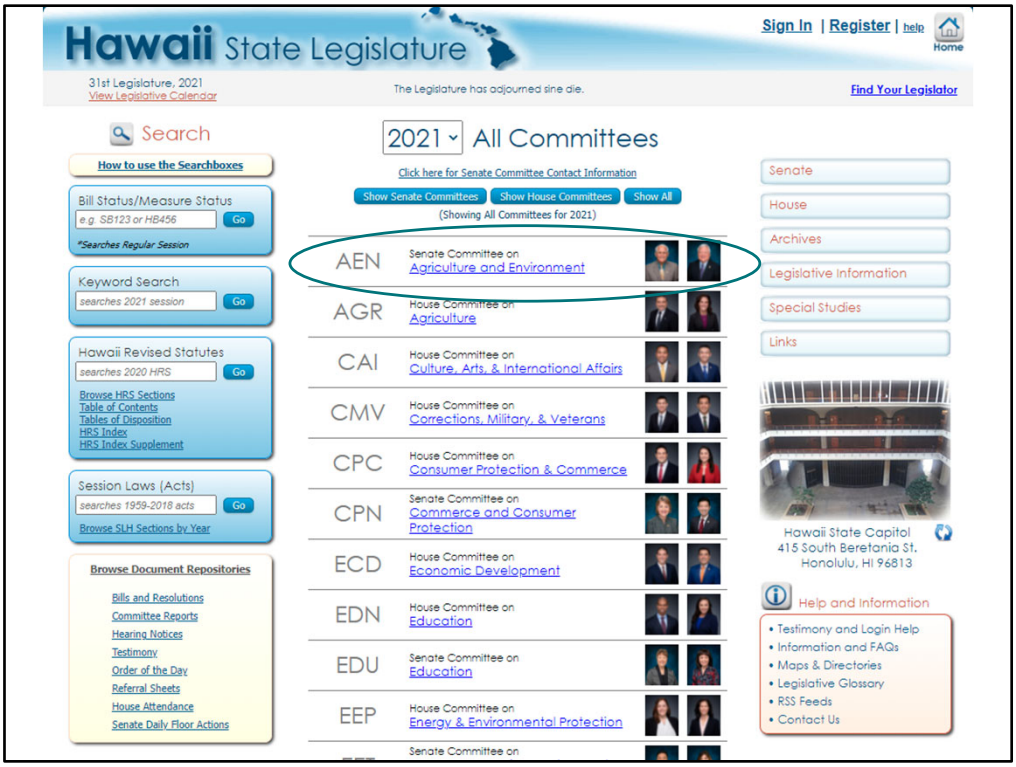
Some of them are pretty self-explanatory. To see who's in the House and Senate, choose "Legislators."

And up will come an alphabetical list of legislators! There are buttons up top if we want to see just the senators or just the representatives.

The list includes pictures and contact information, and their webpages can be reached by clicking on their names. For example, if we click on Senator Baker's hyperlinked name, we'll find ourselves on her page.

Again, we see a photo, contact information, a brief bio, and her membership in committees. What else appears on the page is up to her – she includes a photo stream, a link to her Facebook page, some district information, and numerous articles and documents.

Another pretty straight-forward icon on the homepage is the “Committees” button. Click on the “Committees” icon to find who sits on the various Senate or House **committees** .



You'll find a list that looks like this. Again, you can select just the Senate or just the House committees by using the buttons up top.

If you click on the link to the Senate Agriculture and Environment committee, you'll find…

This.

Only the chair and the vice-chair are pictured and show their contact information, but the other members are listed below them. You can click on a member's name, and you'll find their page which includes their contact information.

On these committee pages, you can read the purview or scope of the committee, see current hearing notices, view the measures currently in the committee, and much more. (To find additional committee information, you can use the "Reports and Lists" page.)

(FYI - The PAR website, LRB.hawaii.gov/PAR/, also has handy lists of legislators and committees.)

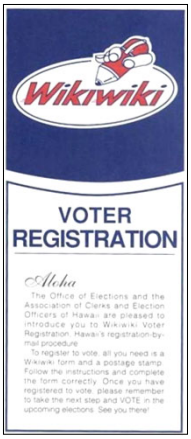
Don’t forget the **most** important participants in State legislative government…

Before we go any further, we want to remind you that for this whole system to work, it needs participation by…

<u>YOU!</u>

Without the public, it just doesn't work.

What can you do?



- Elect State Senator (every 4 years)
- Elect State Representative (every 2 years)
- Vote on Proposed Amendments to the Hawaii State Constitution
- Run for Office or help someone else do so
- Communicate Views and Priorities
- Offer Testimony on Proposed Legislation
- Join with Others to Amplify your Voice

Here's a reminder of some of the things that we as everyday citizens can do to be part of our own governance.

We vote the senators and representatives into office – senators serve 4-year terms, representatives are elected to 2-year terms. We also vote on proposed changes to the Constitution.

You can run for office or help someone else to do that – you don't need to be a political science major or a lawyer. People with all sorts of experience and backgrounds serve in these positions. Also, we have what is called a part-time legislature (in session from January to May), and many members keep their positions outside of the Capitol while they serve. Of course, things get very busy during session, so you'd need to plan on that!

You can also communicate with the people that are in office, letting them know your priorities, views, and concerns. In PAR, we concentrate on helping you with that, as well as offering testimony and reminding you to join with others to amplify your voice. We'll get into all this as we move forward.

We've already mentioned voting – which is an important way of expressing your voice – but how about communicating with the people who were elected to represent you? Let them know what you think they should focus on – environmental policy, education issues, transportation infrastructure, housing, tourism, public safety issues – what seems particularly pressing to you? What would help or affect you and your family, neighbors, and colleagues? Are there particular issues in your neighborhood that concern you?

It's always appropriate to communicate with your own representative and senator about such matters – you don't have to wait for them to be in legislative session – their offices are open year-round.

COMMUNICATE YOUR POSITION

Time for a Letter…

Email…

Phone call…

Make sure your elected officials are aware of your concerns and your position on issues important to you

- "But they won't listen to me!"

- "Have you contacted your senator and representative to let them know what you think?"

Legislators like to hear from their constituents. And even though they may not do what you'd like them to do, they really do listen! Give them a chance – let them know what you think.

Is it better to write or call? Either one – just do it! Writing provides a written record, while calling allows for a dialogue.

By the way, if you want to hear back from them, let them know. "I'd appreciate a call back." or "I look forward to hearing from you."

Keep
It
Short and
Simple

- Quickly get to the point
- Respect legislators' time
- Provide additional detail when asked for

Think through what it is you want to say… Are you asking the legislator to take a particular action? Is there a situation that is a cause for concern? Do you want the legislator to hear your views and respond with his or her own?

Short and simple is usually a great place to start. If it's a complicated situation, offer an overview and a willingness to provide additional details. Help the legislator or staff member understand what you are asking for – make your request clear.

Make your letter effective

- Be brief, clear, and to the point.
  - one or two pages
  - your own words.
  - be courteous.
- Explain your position and why it matters.
- Include your return address or contact information. Sign your name legibly (or print it below your signature).

Here is a basic overview regarding letter-writing, though the pointers apply to any form of communication:

•Be respectful.
•Tell the truth and don't exaggerate.
•Keep it short and simple – the KISS principle. One page is perfect.
•If you disagree with something, perhaps offer suggestions of what might work better.
•MAKE SURE TO PROVIDE CONTACT INFORMATION. If a legislator wants to get in contact with you to get more information, they need to know how to find you. Make your email address, phone number, and/or street address easy to find on the page.
•If you want the legislator to do something, don't forget to ask! Want a reply? Ask for one.

NOTE: If you are leaving a voice mail message, please repeat your name and telephone number. It's so frustrating for staff when they want to get back to you but didn't quite catch what you said.

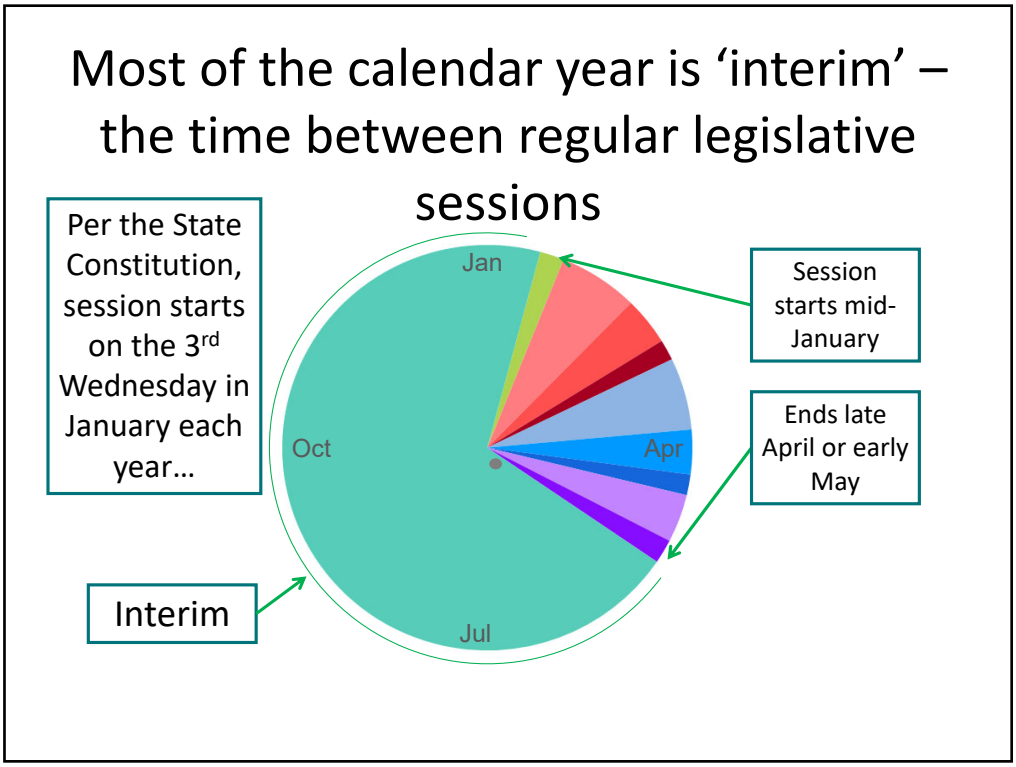
PAR can help you!

Psst… tell your friends!

PAR can help you as you engage with the legislature and the legislative process. Unsure if you should contact your legislator? Call us, and we'll help you focus. And we're one of the best kept secrets in the state – tell your friends!

When does all the lawmaking happen?

Now, how about this business of making laws. When does all that happen? When does the legislature actually meet to discuss what laws should be passed?



As mentioned, in Hawaii we have what is called a "part-time legislature." About 2/3 of the calendar year is the 'interim' period between regular legislative sessions. But that doesn't mean they're not busy being your legislators year-round.

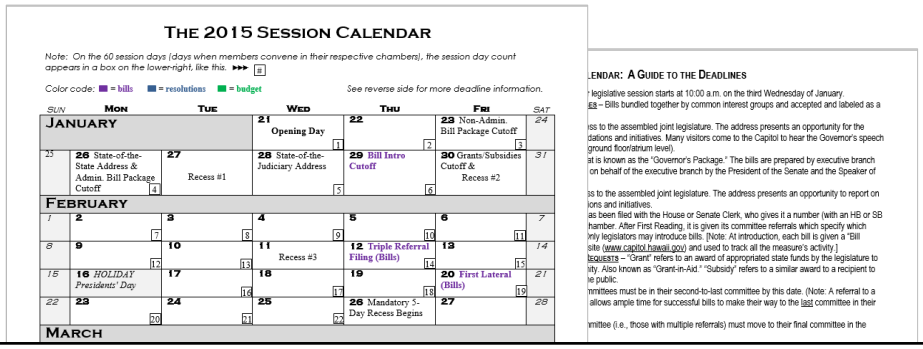
It's crucial to use this time between sessions well, so you'll be ready for the fast-moving session when it starts (which is always on the 3rd Wednesday in January). About 3,000 bills are introduced each year, in roughly one week…you can imagine the frenzy!

Each of the wedges in this illustration signifies a major deadline – and is intended to show you just how fast things move during session.

The Legislative Calendar

In late December or early January…

The Senate President and House Speaker will publish an official schedule of deadlines



THE 2015 SESSION CALENDAR

Note: On the 60 session days (days when members convene in their respective chambers), the session day count appears in a box on the lower-right, like this. ▸▸▸ [#]

Color code: ■ = bills ■ = resolutions ■ = budget *See reverse side for more deadline information.*

SUN	MON	TUE	WED	THU	FRI	SAT
JANUARY			21 Opening Day [1]	22 [2]	23 Non-Admin. Bill Package Cutoff [3]	24
25	26 State-of-the-State Address & Admin. Bill Package Cutoff [4]	27 Recess #1	28 State-of-the-Judiciary Address [5]	29 Bill Intro Cutoff [6]	30 Grants/Subsidies Cutoff & Recess #2	31
FEBRUARY						
1	2 [7]	3 [8]	4 [9]	5 [10]	6 [11]	7
8	9 [12]	10 [13]	11 Recess #3	12 Triple Referral Filing (Bills) [14]	13 [15]	14
15	16 *HOLIDAY Presidents' Day*	17 [16]	18 [17]	19 [18]	20 First Lateral (Bills) [19]	21
22	23 [20]	24 [21]	25 [22]	26 Mandatory 5-Day Recess Begins	27	28
MARCH						

LENDAR: A GUIDE TO THE DEADLINES

legislative session starts at 10:00 a.m. on the third Wednesday of January.
es – Bills bundled together by common interest groups and accepted and labeled as a

ss to the assembled joint legislature. The address presents an opportunity for the
dations and initiatives. Many visitors come to the Capitol to hear the Governor's speech
ground floor/atrium level).
at is known as the "Governor's Package." The bills are prepared by executive branch
on behalf of the executive branch by the President of the Senate and the Speaker of

ss to the assembled joint legislature. The address presents an opportunity to report on
ions and initiatives.
as been filed with the House or Senate Clerk, who gives it a number (with an HB or SB
hamber. After First Reading, it is given its committee referrals which specify which
nly legislators may introduce bills. [Note: At introduction, each bill is given a "Bill
site (www.capitol.hawaii.gov) and used to track all the measure's activity.]
equests – "Grant" refers to an award of appropriated state funds by the legislature to
ity. Also known as "Grant-in-Aid." "Subsidy" refers to a similar award to a recipient to
e public.
nmittees must be in their second-to-last committee by this date. (Note: A referral to a
allows ample time for successful bills to make their way to the last committee in their

mittee (i.e., those with multiple referrals) must move to their final committee in the

The 'Legislative Calendar' with the specific dates that will rule our lives during session is published prior to the beginning of a session – and usually not *much* before-hand.

The calendar is established by the Senate President and the House Speaker, working together.

By the way, the Public Access Room takes that calendar and creates an annotated version that's color coded and has helpful definitions so you can sort out what the deadlines actually mean. You can find the most recent version on PAR's website (click on the "Current Legislature" tab).

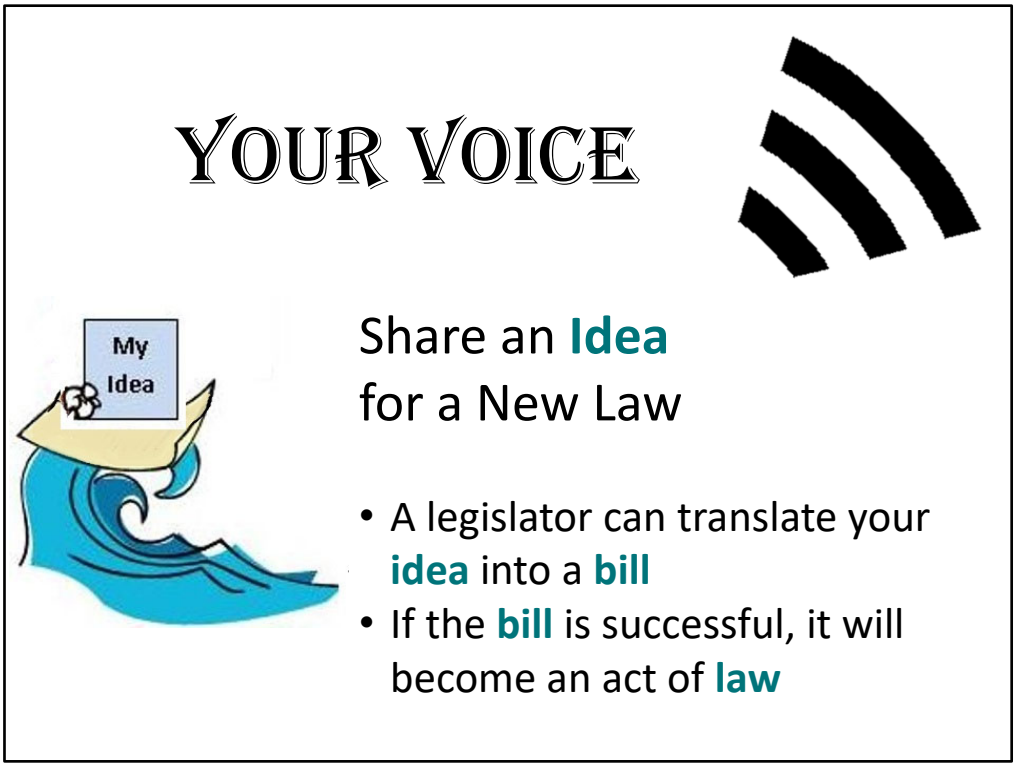
Opening Day

- Ceremonial proceedings & festivities
- Opportunity to meet allies, network
- Learn where everybody's office is
- Come into PAR for our opening day celebration (featuring cheap crackers and rich conversation and our almost-famous punch!)

But the first thing we do is have a party! And we want to make sure you know that you're invited to our Opening Day party on the third Wednesday in January. Mark your calendars!

Usually, but not always, Opening Days are quite festive – there are floor speeches and entertainment in the chambers; legislators greeting people at their offices and offering pupus; and PAR's annual party, a potluck with our "almost famous" punch!

Unfortunately, with the COVID-19 pandemic, this has all changed for now. We're hoping things get back to normal before the 2022 session opens, but we'll just have to see.



Another way to use your voice is to share an idea for a new law with a legislator. The legislator can take your idea, have it drafted into a bill, and if the bill is successful, it will become an act of law. You need to know it's a tough road – over 90% of bills introduced each year don't become law. But if you've got a good idea and the time is ripe…!

NOTE: If you would like a legislator to introduce a bill on your behalf, you'll be wise to make the request during the interim months. It's usually easier to meet with legislators then and gives you a chance to discuss the matter when there is actually time enough to talk it over in an unhurried and thorough way. Most likely, if you wait until January…*(sorry)*…you're likely to be too late.

Summarize the problem (or the opportunity)

- **Then list what you think a law should do**
- Bullet points may help
- You want a legislator to quickly grasp what you're trying to say

Start fleshing out your idea…

First, identify the problem or opportunity. (It sounds simple, but sometimes this one takes a little work). See if you can summarize it into a short paragraph (just a few sentences).

Then list what you think a law would do.

If you've got research, know of a group that's behind the idea, or a state that has enacted similar legislation, you can let the legislator know that, too.

It helps to think this through prior to speaking with a legislator…

To start a bill through the process, you need to find a legislator who likes your idea (or is at least willing to introduce the bill for you).

Start with:

- Representative and senator who represent you
- Chair and/or members of the relevant committee
- Members who have supported similar issues in past

In Hawaii, all bills must be introduced by a legislator. Other states may have different procedures, but that's the way it is in Hawaii. So, the next step is to find a legislator who likes the idea and who agrees to introduce the bill on your behalf.

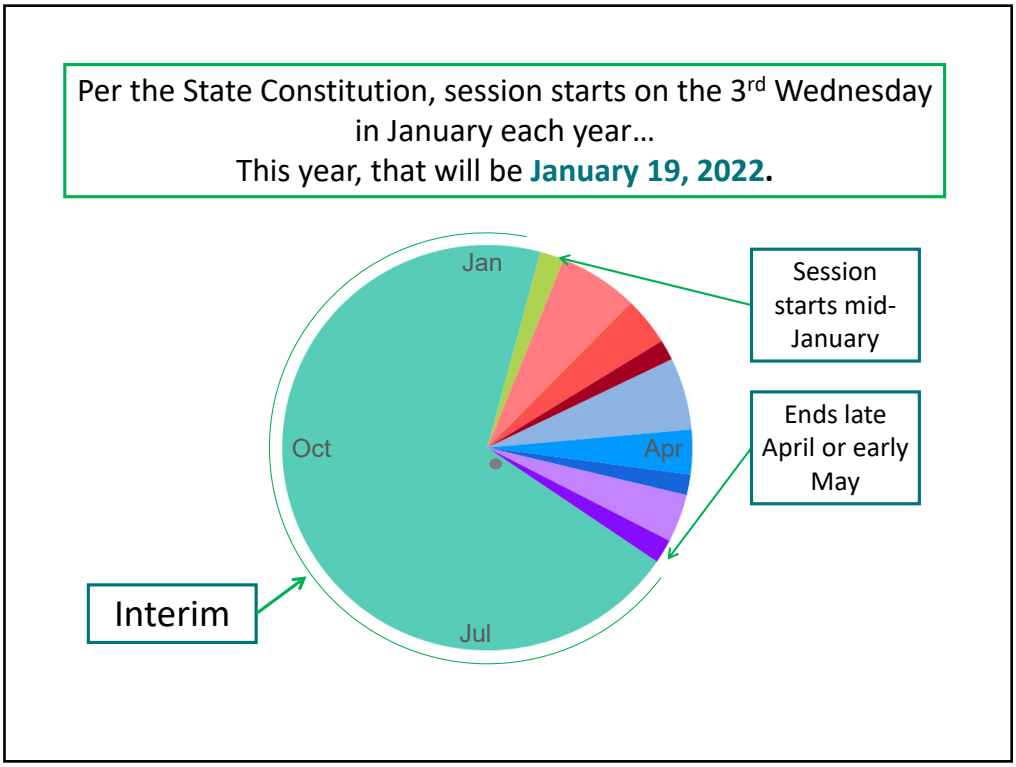
If you've done your research as to why this bill is a good idea, you'll be much more likely to get a legislator's agreement to introduce your bill. The PAR staff can help point you in the right direction in finding someone to approach.

It's often a good idea to start with the senator and/or representative serving your district. That's good protocol but isn't an absolute rule at all.

You could also go to the members of the subject matter committee to which your potential bill would probably first be referred – the Senate and/or House transportation committee for a transportation idea, for instance.

Or perhaps we know or can help you find out who's supported similar legislation or issues in the past. That might be a good legislator to approach.

[The legislator may also ask a colleague in the other chamber to introduce an identical bill (called a "companion bill"), just to help the idea's chances of moving ahead. While introduced with identical language, the bills can quickly change from one another and live or die on their own.]



The bill can only be formally introduced (start its way through the pipeline) when the legislature is in session (though of course it can be written – "drafted" – in advance).

The legislature always starts its Regular Session on the 3rd Wednesday in January – this year, that will be January 19, 2022.

WARNING: DEADLINE

Short window to introduce bills:
deadline is often only
1 week
after start of session

(so, use the time before session to get your ducks in a row!)

The bill introduction deadline typically falls a week after Opening Day, so you'll want to have talked with legislators well before then if you've got an idea for a bill. If you wait until January, you may be too late – either there won't be time or attention to focus on drafting your bill, or in the case of a House member, the legislator may have already met their limit of the number of bills they can introduce.

The legislator will have the idea drafted into a **BILL** that will be **INTRODUCED** at the start of **Regular Session**.

HOUSE OF REPRESENTATIVES
TWENTY-FIFTH LEGISLATURE, 2009
STATE OF HAWAII

H.B. NO. 1243

A BILL FOR AN ACT

RELATING TO TRANSPORTATION.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF HAWAII:

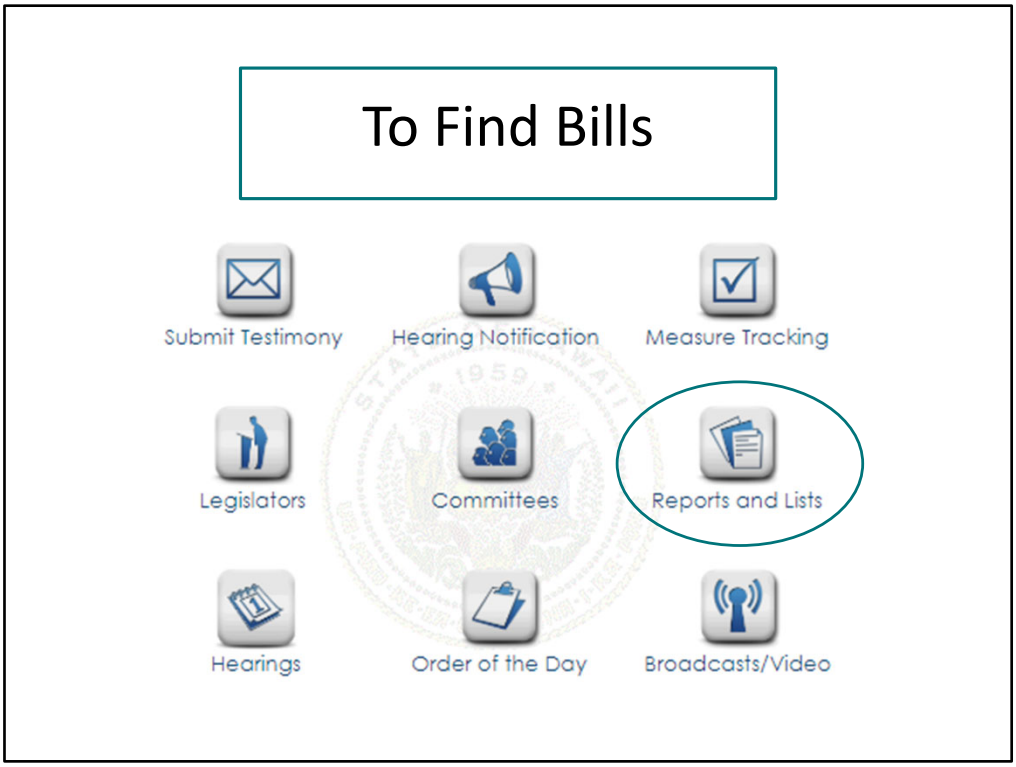
1 SECTION 1. The legislature finds that an increase in bicycling among the
2 state's population would help to decrease the number of cars on our roads,
3 improve air and water quality, and encourage a healthier lifestyle among large
4 portions of Hawaii's population. Ownership of a bicycle greatly increases the...

When a legislator agrees to introduce a bill, he or she will then work with one of the five bill-drafting agencies in the Capitol to have the bill written up.

When the bill is submitted by your representative or senator, it is promptly **given a number, which will be the tool you use to keep track of it. The prefix "HB" begins a House bill number; "SB" begins a Senate bill number.** If your bill is changed by various committees along the way, different draft numbers will be tacked onto the end of the bill number to help you keep track of the new versions.

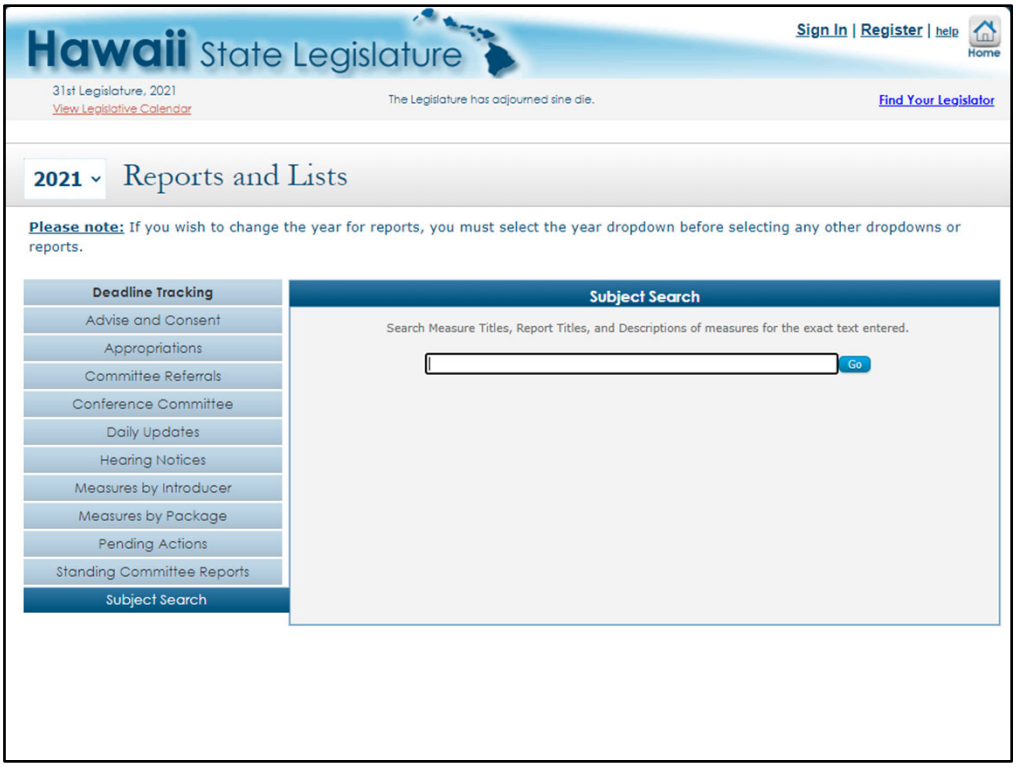
When the bill was drafted, it was given a bill title – "A Bill for an Act Relating to Transportation," for example. The bill title can not change, and it must reflect the bill's contents. (The bill's content may change as it goes through the legislative process, but it must always be appropriate to the bill's unchanging title.)

Bills can be short or long, simple or complex. Usually, the first section will state what the bill intends to do, the following sections outline what exactly is being done (revising the law books, for example, indicating [~~deleted~~] or added language), and the final section specifies when the law will take effect if enacted.

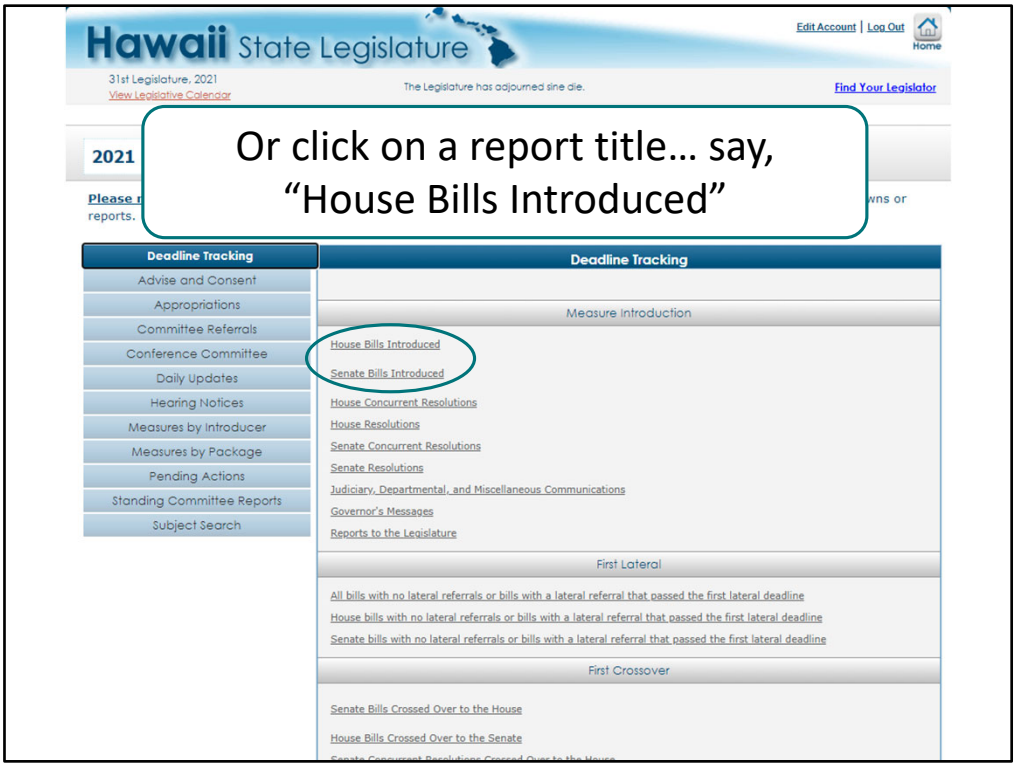


Say we've gotten our bill introduced – how do we find out its bill number? While on the legislature's home page you can use the "Keyword Search" box, it's often much easier to use the "Reports and Lists" icon. Often, when you're looking for something, this is the button that may bring an end to your quest. It's actually a "list of lists" that gets updated throughout session.

After you click on “Reports and Lists” you can use the “Subject Search” bar…



Which brings up a search box for finding a word or phrase that appears in a bill's title, description, or key words.

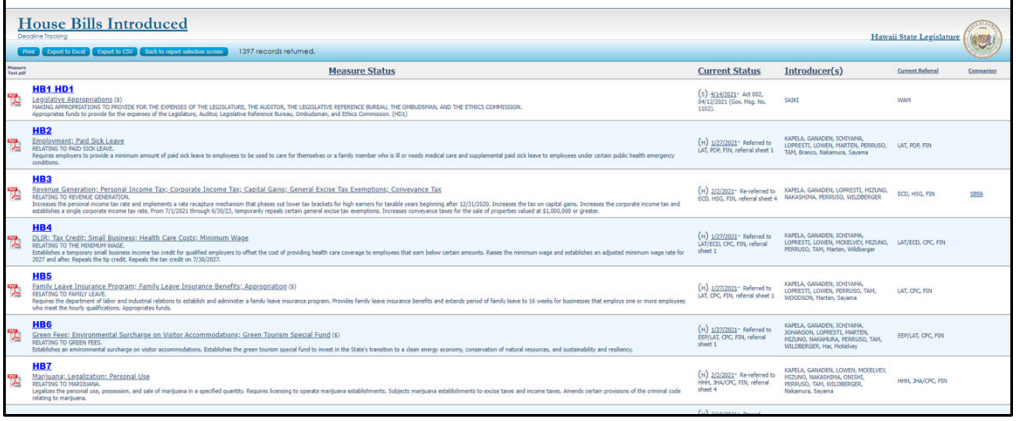


Or, after clicking on "Reports and Lists," on the left side of the screen, you will see the heading **"Deadline Tracking."**

To the right (also under the heading "Deadline Tracking"), you will see a long list of reports that are just a click away. Using these as the session progresses will give you access to sortable and downloadable lists of measures that have survived significant deadlines. It's a great way to keep up with what's still viable.

Here, for example, you can find all the House bills introduced, or later in the session, only the bills that survived first crossover.

The report will show you key words and descriptions of each of the bills introduced… use **<Ctrl> <F>** to search for a word or phrase that is included in the description or key words



House Bills Introduced

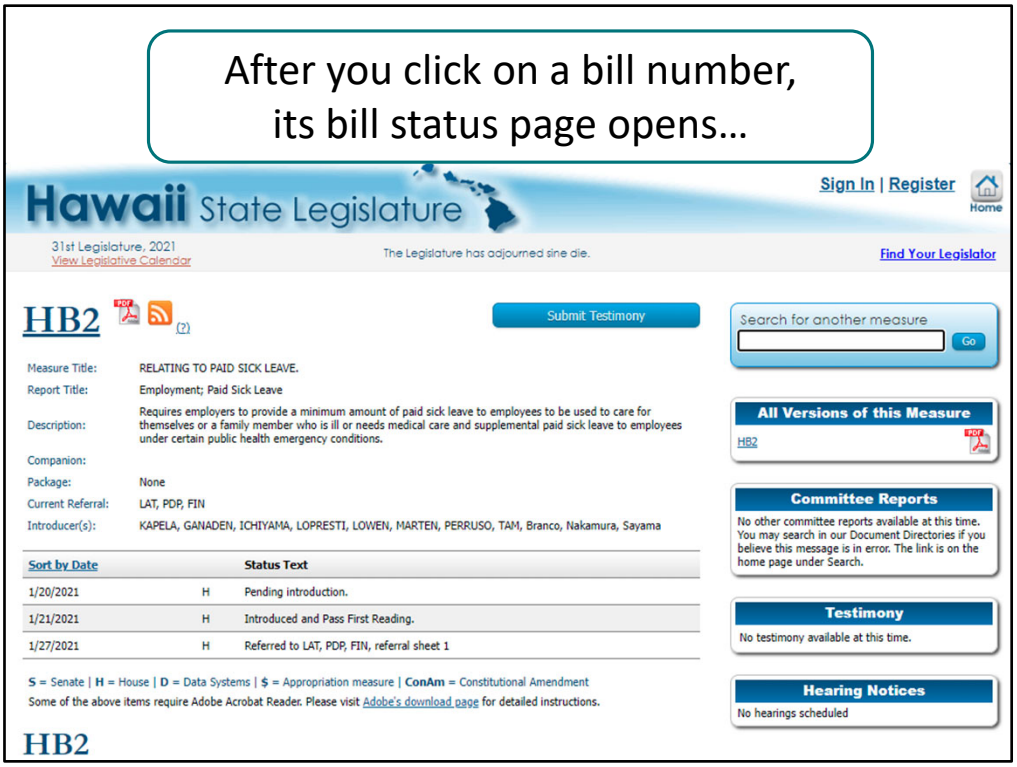
Deadline Tracking

Hawaii State Legislature

Print | Export to Excel | Export to CSV | Back to report selection screen | 1397 records returned.

Measure text pdf	Measure Status	Current Status	Introducer(s)	Current Referral	Companion
	HB1 HD1 Legislative Appropriations ($) MAKING APPROPRIATIONS TO PROVIDE FOR THE EXPENSES OF THE LEGISLATURE, THE AUDITOR, THE LEGISLATIVE REFERENCE BUREAU, THE OMBUDSMAN, AND THE ETHICS COMMISSION. Appropriates funds to provide for the expenses of the Legislature, Auditor, Legislative Reference Bureau, Ombudsman, and Ethics Commission. (HD1)	(s) 4/14/2021* Act 002. (04/12/2021 (Gov. Msg. No. 1102).	SAIKI	WAM	
	HB2 Employment: Paid Sick Leave RELATING TO PAID SICK LEAVE. Requires employers to provide a minimum amount of paid sick leave to employees to be used to care for themselves or a family member who is ill or needs medical care and supplemental paid sick leave to employees under certain public health emergency conditions.	(H) 1/27/2021* Referred to LAT, PDF, FIN, referral sheet 1	KAPELA, GANADEN, ICHIYAMA, LOPRESTI, LOWEN, MARTEN, PERRUSO, TAM, Branco, Nakamura, Sayama	LAT, PDF, FIN	
	HB3 Revenue Generation: Personal Income Tax; Corporate Income Tax; Capital Gains; General Excise Tax Exemptions; Conveyance Tax RELATING TO REVENUE GENERATION. Increases the personal income tax rate and implements a rate recapture mechanism that phases out lower tax brackets for high earners for taxable years beginning after 12/31/2020. Increases the tax on capital gains. Increases the corporate income tax and establishes a single corporate income tax rate. From 7/1/2021 through 6/30/22, temporarily repeals certain general excise tax exemptions. Increases conveyance taxes for the sale of properties valued at $1,000,000 or greater.	(H) 2/2/2021* Re-referred to ECD, HSG, FIN, referral sheet 4	KAPELA, GANADEN, LOPRESTI, MIZUNO, NAKASHIMA, PERRUSO, WILDBERGER	ECD, HSG, FIN	SB56
	HB4 DLIR: Tax Credit: Small Business; Health Care Costs; Minimum Wage RELATING TO THE MINIMUM WAGE. Establishes a temporary small business income tax credit for qualified employers to offset the cost of providing health care coverage to employees that earn below certain amounts. Raises the minimum wage and establishes an adjusted minimum wage rate for 2027 and after. Repeals the tip credit. Repeals the tax credit on 7/30/2027.	(H) 1/27/2021* Referred to LAT/ECD, CPC, FIN, referral sheet 1	KAPELA, GANADEN, ICHIYAMA, LOPRESTI, LOWEN, MCKELVEY, MIZUNO, PERRUSO, TAM, Marten, Wildberger	LAT/ECD, CPC, FIN	
	HB5 Family Leave Insurance Program; Family Leave Insurance Benefits; Appropriation ($) RELATING TO FAMILY LEAVE. Requires the department of labor and industrial relations to establish and administer a family leave insurance program. Provides family leave insurance benefits and extends period of family leave to 16 weeks for businesses that employs one or more employees who meet the hours qualifications. Appropriates funds.	(H) 1/27/2021* Referred to LAT, CPC, FIN, referral sheet 1	KAPELA, GANADEN, ICHIYAMA, LOPRESTI, LOWEN, PERRUSO, TAM, WOODSON, Marten, Sayama	LAT, CPC, FIN	
	HB6 Green Fees: Environmental Surcharge on Visitor Accommodations; Green Tourism Special Fund ($) RELATING TO GREEN FEES. Establishes an environmental surcharge on visitor accommodations. Establishes the green tourism special fund to invest in the State's transition to a clean energy economy, conservation of natural resources, and sustainability and resiliency.	(H) 1/27/2021* Referred to EEP/LAT, CPC, FIN, referral sheet 1	KAPELA, GANADEN, ICHIYAMA, JOHANSON, LOPRESTI, MARTEN, MIZUNO, NAKAMURA, PERRUSO, TAM, WILDBERGER, Hai, McKelvey	EEP/LAT, CPC, FIN	
	HB7 Marijuana: Legalization: Personal Use RELATING TO MARIJUANA. Legalizes the personal use, possession, and sale of marijuana in a specified quantity. Requires licensing to operate marijuana establishments. Subjects marijuana establishments to excise taxes and income taxes. Amends certain provisions of the criminal code relating to marijuana.	(H) 2/2/2021* Re-referred to HHH, JHA/CPC, FIN, referral sheet 4	KAPELA, GANADEN, LOWEN, MCKELVEY, MIZUNO, NAKASHIMA, ONISHI, PERRUSO, TAM, WILDBERGER, Nakamura, Sayama	HHH, JHA/CPC, FIN	

If we select "House Bills Introduced" we get this report, and we can search for a word or phrase using our browser's search feature (usually <Ctrl><F>). When you find the bill you're interested in, click on the bill number



And it brings you to the bill's status page, where you'll be able to see everything that happens to the bill as session moves along.

Here's a brief glimpse of what's to come in a bill's life…

- Successfully pass through all **committees** the House and Senate have referred it to

and

- Successfully pass **three readings in both the House and Senate chambers** (where all the members convene)

and

- Have both House and Senate agree on **exact wording**

and

- Be signed or allowed to come into law by **Governor**, or House and Senate successfully overrides his veto

The bill has a lot of hoops to jump through to become law:

•Survive all the committees it's referred to. It's during the committee process that the bill is "heard" (that's why we show the disembodied ear here) – public hearings or decision makings are scheduled so that the public can have their voice heard regarding whether the legislation is a good idea. The number of committees a bill needs to go through in each chamber varies. As we'll see, it may be amended as it moves along.

•Pass 3 readings (votes) in each chamber by the full House (51 members) and the full Senate (25 members). This is a constitutional requirement for a bill to become law. The readings take place before, during, and after the bill makes it way through the committees.

•Both chambers must agree on the exact language of the final version.

•Be signed into law by the Governor, *or* become law without his signature, *or* if the bill is vetoed, have his veto overridden by 2/3 of the House and 2/3 of the Senate (or amend the bill to meet the governor's objections).

It's a high bar for a bill to become a law!

And, it's got to get through all of these things by certain dates – affectionately known as

DEADLINES

And it must do all of that by certain deadlines! Which is why that session calendar is so important. Over 90% of bills die – they don't pass one of the deadlines…

First Reading = no big deal

Bills must pass 3 readings (votes) on the floor of each chamber

Yay! Session convened and your bill passed First Reading! A majority of the House members present voted 'aye.' Don't get too excited, though. All bills pass First Reading.

You'll soon find out what committees the bill needs to go through…

After the bill is introduced, it will pretty quickly get its committee referral in its originating chamber (the House for HBs, the Senate for SBs) – the list of committees the bill will go through in order to survive. It could be that our bill is referred to three committees, or to two, or maybe just one. Sometimes, the committees may be asked to meet together (a joint referral). In any case, this list of committees is called the 'committee referral' and once we know what committees a bill needs to go through, we can use our voice to influence things.

Your Voice

Ask for a Public Hearing

- You need to move ***quickly***!
- Get others to advocate for a hearing, too
- If your bill fails to get heard, look for other bills that may be similar

We can ask for a public hearing. We'll have to move quickly – those deadlines come up *fast!* Committees need to give at least 48-hours notice of a public hearing and the committees don't all meet every day of the week.

Are there other people we can get to join our call for a hearing? If so, you'll want them to help you move the bill forward –

Go to the person with the power:
Ask the **Chair of the Committee** to schedule the bill for a hearing

We ask the person with the power – the chair of that first committee – to have the bill heard, considered by the committee.

Getting your bill scheduled for a committee hearing is a big step – many bills never get that far. Contact the committee chair's office and just ask – "Would you please make sure to schedule *[bill number]* for a hearing? I think it's important because…" They should be upfront with you about whether they will. The chair's office has a lot of things to consider – your bill is one among many that have been referred to the committee, and they've only got so much time to hear bills.

When a bill is scheduled for a hearing, a *hearing notice* is published and distributed to let everyone know what's being discussed. This is the opportunity the public has been waiting for to provide testimony.

If it <u>doesn't</u> get heard, it will miss upcoming deadlines and will **"die in committee"** (the fate of most bills)

If the chair doesn't like your bill and won't schedule it, it will just sit there while deadlines go by, and it will be left behind.

If the chair is not inclined to hear your bill, you may want to talk to other members of the committee – if they're in favor of it being heard, they may be willing to advocate to the chair.

You can find lists of the committees and committee chairs on both the legislature's website (capitol.hawaii.gov) and PAR's (LRB.hawaii.gov/PAR/).

Remember to keep your eyes open for other bills that <u>are</u> being heard that may cover similar subject matter. You may want to testify on those. That involves keeping your eyes open for hearing notices.

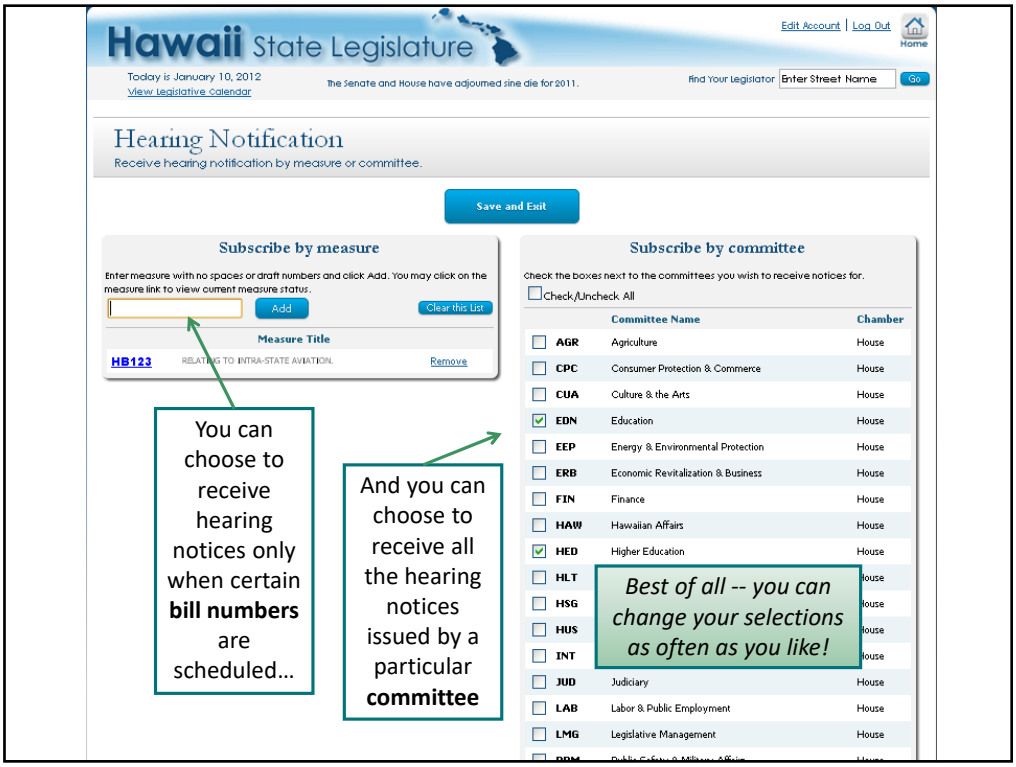
To sign up for hearing notices, we'll use one of the website's interactive buttons that appear as the top row of icons. Go to the legislature's website (capitol.hawaii.gov) and "Sign In" – we'll enter our email address and the password we created.

<u>First Time Users</u>:

*If this is your **first time** using the interactive features of the website, you'll have to Register. Click on "**Register**" and enter your name, email address, and the password you'd like to use for the website. After you've agreed to the terms and conditions, you will be directed to go to your email account and open the email sent to you by the website. (This confirms you are not a robot.) Follow the instructions for confirming your account. You'll only have to register once.*

Once you sign in, the top three icons, the interactive ones, turn into orange circles. This indicates that you're signed in and can use these interactive features.

So, if we want to sign up for hearing notices to be emailed to us, we just click on the icon, "Hearing Notification".



This page appears. You can choose to receive hearing notices for particular bills or committees.

Just enter the bill number in the "Subscribe by Measure" box. Add as many bills or resolutions you'd like. Any time one of them is scheduled for a hearing, you'll get an email with a link to the hearing notice telling you when and where the hearing is taking place and how to offer testimony.

You may also want to subscribe to receive all the hearing notices issued by a particular committee. In the "Subscribe by Committee" area to the right, just click the boxes next to the committees you'd like to subscribe to. Be sure to select both the House and Senate committees!

Be sure to click on the "Save and Exit" button, and you're all set. It's easy to come back to this page and change your selections as session progresses.

If your bill *does* get scheduled for a public hearing…

If a bill you're interested in <u>does</u> get scheduled for a public hearing, you've got another chance to use your voice…

Your Voice

Testify!

- Offer your view on why the bill should become law (or shouldn't)
- Time is always short! Try to get it in by the deadline
- Get others to testify, too

Testify! Offer your opinion on whether the bill is a good idea.

Your testimony at those committee meetings can be very helpful to the committee members. Don't make them have to come to decisions on legislation all on their own! Members of the public can offer a tremendous amount of experience, expertise, and variety of viewpoints that help to make better laws for us all.

Just a head's up: there's <u>never</u> as much time as you think you need to prepare your testimony! Just do the best you can and see if you can get other people who care about the issue to offer their testimony, too.

Testimony

- Communication **to the committee** regarding your position on a bill being considered
- Can only offer when the measure is **scheduled for a hearing**
- Usually, **time is short**! (may have less than 24 hours)

You only get to offer testimony when a bill is scheduled for a hearing. (You can write to committee members while you're advocating for a bill, but that's not considered testimony – only testimony is made public and added to the bill's written record.)

As we noted, there's never enough time. You may have less than a day to prepare your testimony.

Guidelines for how and when to offer testimony appear at the end of the **hearing notice**.

HOUSE OF REPRESENTATIVES
THE TWENTY-EIGHTH LEGISLATURE
REGULAR SESSION OF 2015

COMMITTEE ON JUDICIARY
Rep. Karl Rhoads, Chair
Rep. Joy A. San Buenaventura, Vice Chair

Rep. Della Au Bellatti
Rep. Tom Brower
Rep. Richard P. Creagan
Rep. Mark J. Hashem
Rep. Derek S.K. Kawakami
Rep. Chris Lee
Rep. Dee Morikawa
Rep. Mark M. Nakashima
Rep. Gregg Takayama
Rep. Justin H. Woodson
Rep. Bob McDermott
Rep. Cynthia Thielen

NOTICE OF HEARING

DATE:
TIME:
PLACE:

SB 615, SD1 (SSCR674) Status	PROPOSING AN AMENDMENT TO ARTICLE VI, SECTION 3, OF THE CONSTITUTION OF THE STATE OF HAWAII. Proposes a constitutional amendment to clarify the senate's thirty day period to reject an appointment to the office of chief justice, supreme court, intermediate appellate court, circuit courts, and to consent to an appointment to fill a vacancy in the district courts. (SD1)	JU
SB 440, SD1 (SSCR598) Status	RELATING TO VACANCIES. Amends procedures for nominating and electing a U.S. senator to complete an unexpired term after a vacancy occurs. Effective 01/07/2059. (SD1)	JU
SB 622, SD1 (SSCR540) Status	RELATING TO THE ELECTIONS COMMISSION. Requires the elections commission to conduct a performance evaluation of the chief election officer after each general election and submit a written report regarding the evaluation to the legislature. Effective 01/07/2059. (SD1)	JU
SB 364, SD2 (SSCR804) Status	RELATING TO ELECTIONS. Establishes a process for the recounting of ballots in an election. Authorizes that contests for cause challenging an election result may also be based upon unlawful activity or force majeure. Effective 01/07/2059. (SD2)	JU

Status

[illegible] unsuccessful, shall include publication in a newspaper of general circulation three times or publication on the website of the department of the attorney general together with publication in a newspaper of general circulation at least once. Defines general circulation. Effective July 1, 2020. (SD2)

HCR 155 / HR 93 / Status / Status	REQUESTING THE JUDICIAL COUNCIL TO APPOINT A COMMITTEE TO REVIEW AND RECOMMEND REVISIONS TO THE HAWAII PENAL CODE.	JUD
HR 43 / HCR 84 / Status / Status	ESTABLISHING A WORKING GROUP TO STUDY, REVIEW, AND REVISE THE DEFINITION OF MURDER IN THE FIRST DEGREE.	JUD, FIN

DECISION MAKING TO FOLLOW

Persons wishing to offer comments should submit testimony at least 24 hours prior to the hearing. Testimony should indicate:

- Testifier's name with position/title and organization;
- The Committee(s) to which the comments are directed;
- The date and time of the hearing; and
- Measure number.

While every effort will be made to incorporate all testimony received, materials received on the day of the hearing or improperly identified or directed, may be distributed to the Committee after

Submit testimony in ONE of the following ways:
PAPER: 3 copies (including an original) to Room 305 in the State Capitol.
FAX: For testimony less than 5 pages in length, transmit to 808-586-6531 (Oahu) or 1-800-535-3859 (for Neighbor Islands without a computer to submit testimony through e-mail or the
WEB: For testimony less than 10MB in size, transmit from http://www.capitol.hawaii.gov/submittestimony.aspx

Testimony submitted will be placed on the legislative website. This public posting of testimony on the website should be considered when including personal information in your testimony.

minutes.

If you require special assistance or auxiliary aids and/or services to participate in the House public hearing process (i.e., sign or foreign language interpreter or wheelchair accessibility), please interpreter to House.interpreter@Capitol.hawaii.gov at least 24 hours prior to the hearing for arrangements. Prompt requests submitted help to ensure the availability of qualified individuals an

Selected meetings are broadcast live. Check the current legislative broadcast schedule on the "Capitol TV" website at www.capitoltv.org or call 536-2100.

Rep. Karl Rhoads
Chair

The hearing notice lists the time and place it will meet and which measures are being considered.

Guidelines and the testimony deadline appear at the end of the hearing notice.

No rules regarding what your written testimony needs to look like or sound like.

That's up to **you**.

In submitting written testimony, there's no set rule as to what it should look like. That's up to you. We do encourage you to try to keep it to a page or two. Try to make the main points immediately apparent.

Written Testimony

- Bill number
- Your name
- Are you **for** or **against** the bill?
- Why?

Include the essentials: the bill number, your name, whether you are for or against the measure, and where you're coming from. (Are you an expert? Great. But that's not necessary. Maybe you have an experience you'd like to share. Or maybe you're motivated by your moral or religious beliefs. Let them know where you're coming from.)

Remember…

- ✓ You don’t have to be an expert
- ✓ Stories are great
- ✓ Use your own words
- ✓ Keep it short

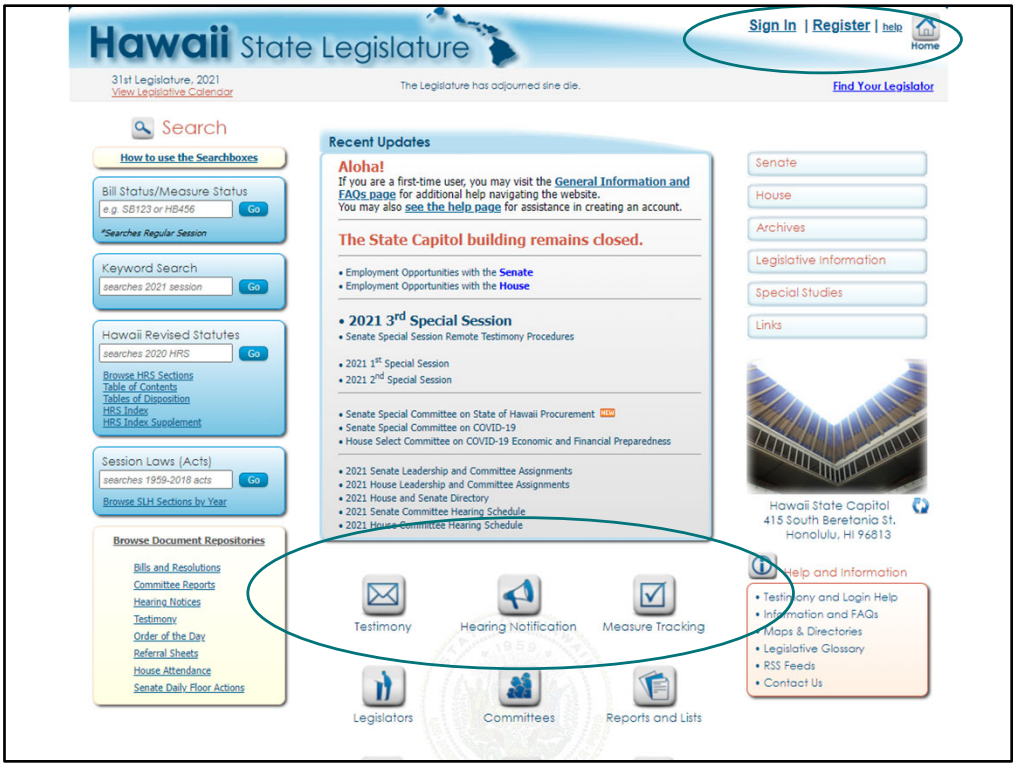
So, remember… You don’t have to be an expert. Stories are great. Use your own words. Keep it short. Type up your testimony and save it as a file on your computer. Now you’re ready to submit it!

Use the web form to submit testimony…

And to request the opportunity to provide remote oral testimony via Zoom

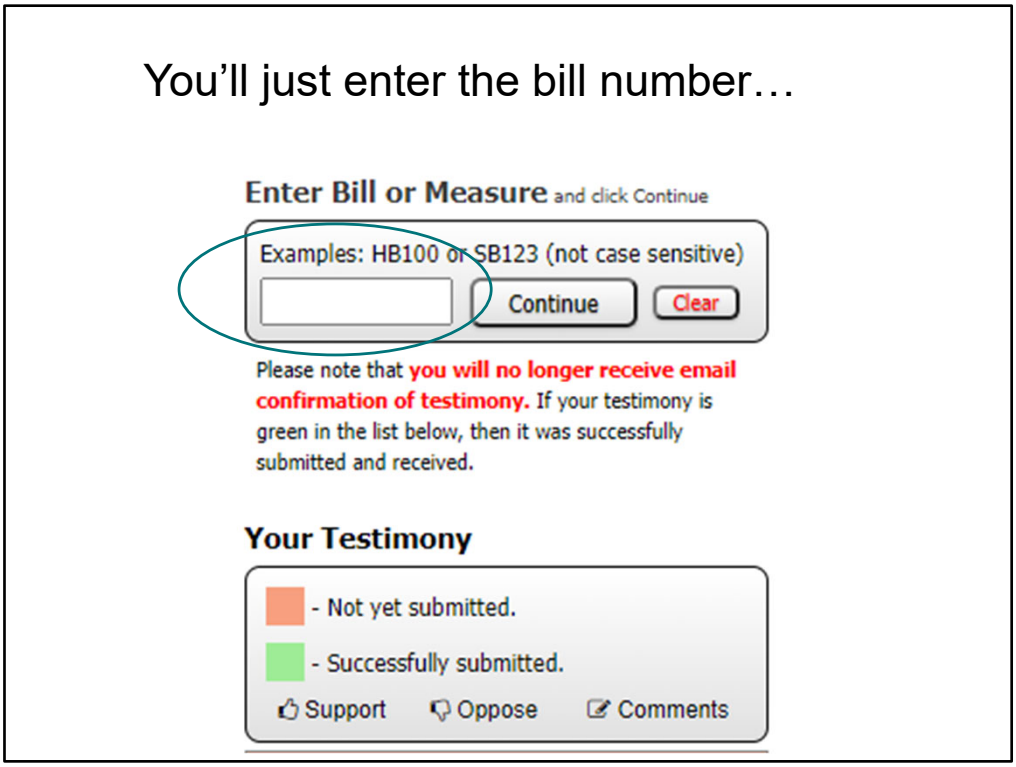
The "Testimony" button provides an easy and efficient way to submit testimony online – you just attach the file that contains your testimony, and in it goes. If you don't want to type up your testimony as a separate document, there's an option to add it to the testimony form instead. This is also where you'll be able to request the opportunity to provide remote oral testimony via Zoom.

NOTE: During the 2021 Regular Session the capitol was closed, and the Zoom platform was used to provide testifiers the opportunity to address the committee. We do not know what the status of the situation is going to be for the 2022 Regular Session. Contact the Public Access Room (PAR) 808/587-0478 or par@capitol.hawaii.gov .

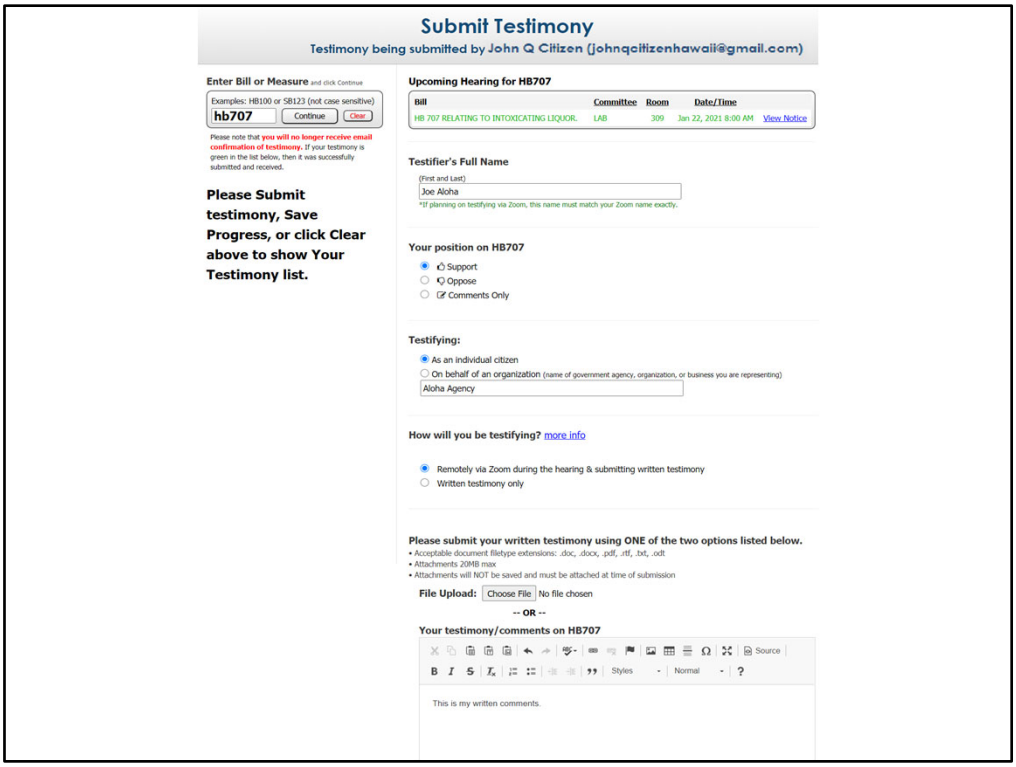


Go to the legislature's website (capitol.hawaii.gov). To use the "Testimony" feature, first we "Sign In" to the website – we'll enter our email address and the password we created.

The interactive icons will change color, showing we've signed in. Click on the "Testimony" button.

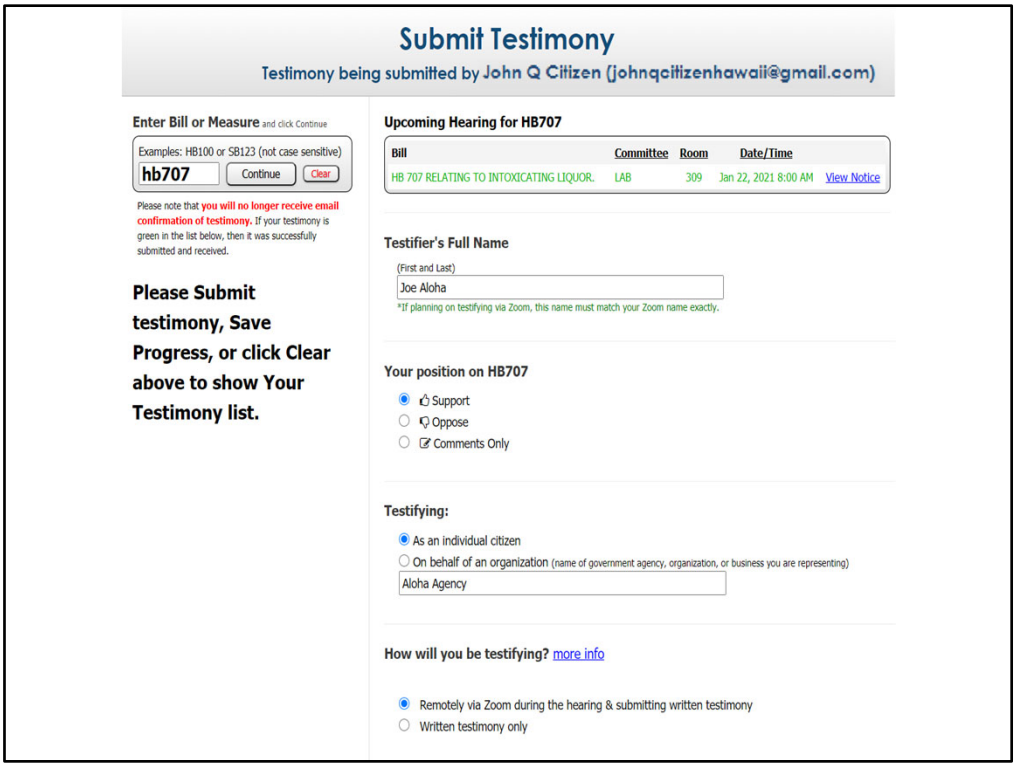


Then, enter the bill number you want to testify on. Don't put in any spaces between the letters and numbers, and don't add on any draft numbers. Click on "Continue".



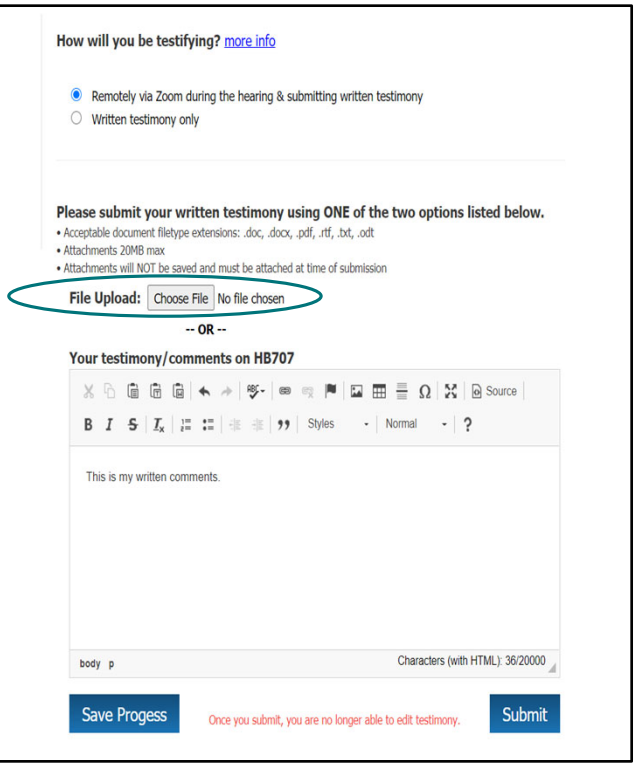
The bill's hearing information will appear along with a submission form.

Proceed to **fill out the form** that appears. The next screen shows it a bit larger…

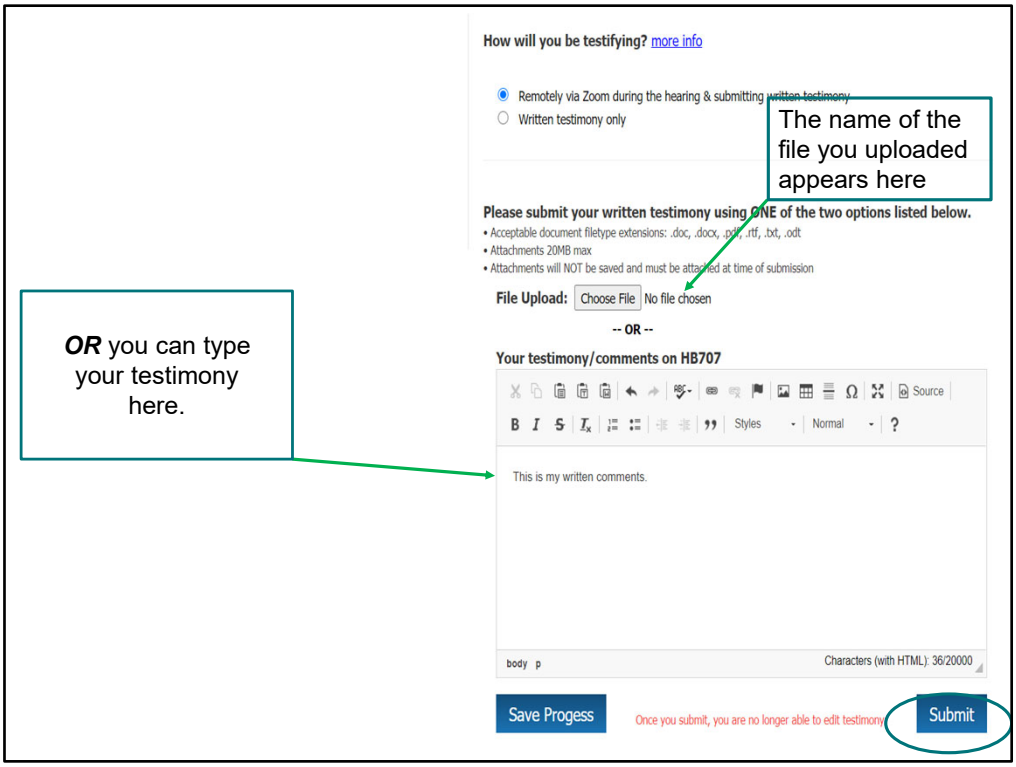


You'll need to indicate your position on the measure, whether you're testifying as an individual or on behalf of an organization, and whether you'll just be submitting written testimony or if you wish to also offer oral testimony remotely via Zoom. If you are requesting the opportunity to testify remotely, make sure that the "Testifier's Full Name" field at the top of the form has the correct name of the person who will be offering Zoom testimony.

You can then "attach" your written testimony file.



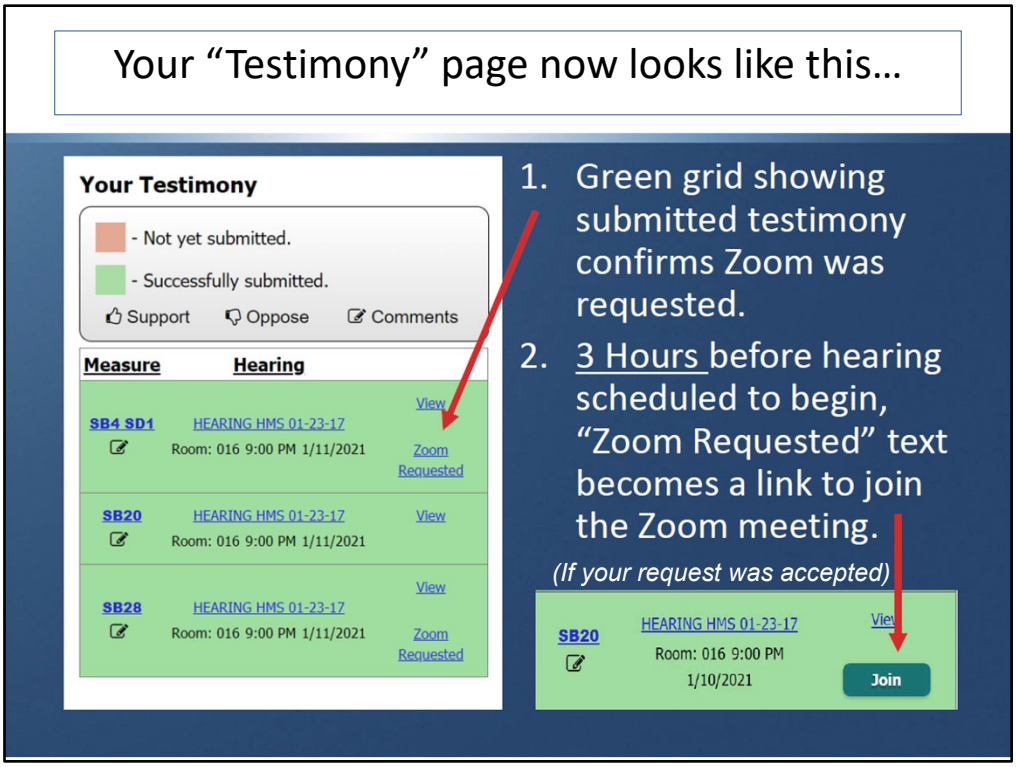
Then you can attach or upload your testimony file to the form. Just click on the button "Choose File" (it may say "Browse" or "Select") and locate the file on your computer. This is similar to how you add a file to an email message.



After you've uploaded the file, its name appears to the right of the button.

Another option: You may type your testimony directly into the "Testimony/Comments" box. This textbox allows you to format your testimony – using bold, underline, etc.

So, one way or the other, once you've either attached or typed your testimony, you can click on "Submit".



A green box on the left corresponding to your hearing will appear. This indicates that your written testimony has been successfully transmitted to the committee. If, in addition to written testimony, you requested the opportunity to testify via Zoom, a "Zoom Requested" notation will appear in your box.

Sign back into the legislature's website 3 hours prior to the hearing to see if your request to testify remotely was accepted. If it was, the "Zoom Requested" will have transformed into a "Join" button. At hearing time, you'll sign into the website, click on the "Testimony" button, and use the "Join" button to Zoom into the hearing.

During the hearing…

- **Keep "chat" panel open** -- this is how legislative staff will communicate with you.
- Your microphone should be muted, and your video stopped, unless it is your turn to testify.
- You will receive a request to share your video shortly before it is your turn. Accept the request.
- When the Chair calls on you, unmute your microphone, pause for a moment, then begin addressing the committee.
- If you do not respond when the Chair calls on you, you may not be able to testify.

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Oral Testimony
Let them Hear your Voice!

- "Chair ___, Vice Chair ___ and members of the committee…" is a great way to start.
- Short and simple (may be a time limit)
  - Introduce yourself and the group or organization (if any) you represent.
  - Clearly state your position – in favor? Opposed? Alternatives?
  - Be courteous, respectful, and professional
  - *Remember to **Breathe!***
- Tell the truth and do not exaggerate. ***Become a trusted resource!***

Here are some simple guidelines

"Chair, Vice Chair and members of the committee…" is a great way to start.

Short and simple (2-3 minutes) – there may be a time limit, honor it.

Introduce yourself and the group or organization (if any) you represent.

Clearly state your position – in favor? Opposed? Alternatives?

Be courteous, respectful, and professional

*Remember to **Breathe!***

Don't just read your testimony – the committee has your written words. Instead, summarize your position, provide a point you'd like to emphasize. A short story can be very effective.

Tell the truth and do not exaggerate. ***Become a trusted resource!***

Find others who agree with your position to amplify your voice

- Let them know how easy it is to testify
- Make use of organizations to help spread the word
- Listen to those who disagree with you – ***they may be your best teachers***

Now that you know how easy it is to testify, spread the word! Find allies. Don't forget to get help from and collaborate with people who share your perspective on the issue.

And don't forget to pay attention to your opponents. They can teach you a lot and help you to sharpen your own message.

After all the testimony
has been heard…

So now what? You've offered testimony, now you need to see what the committee chooses to do.

The Committee may…

- Vote to **pass the bill without changes** (unamended or "as is")
- Vote to **pass the bill with changes** (amended)
- **Not vote! Defer or hold** the bill
  - If they don't set a date for decision making, it may not get voted on at all (it will then die in committee)

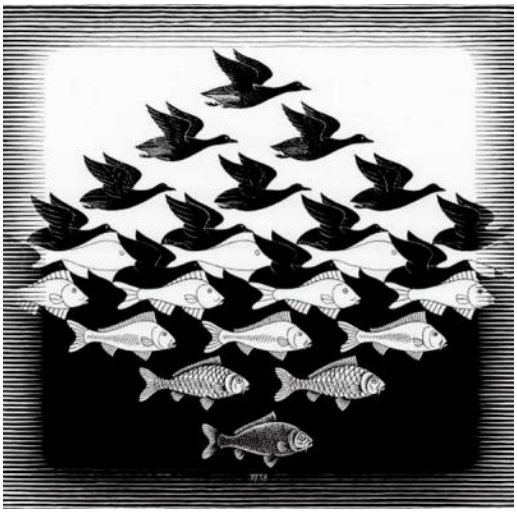
1) The committee may vote to pass the bill just as it is, without any changes.
2) The committee may vote to pass the bill "as amended," with changes.
3) The committee may choose not to vote – instead, the chair announces that they will "defer" or "hold" the bill. If they haven't set a date for decision making, this means the bill will stay in the committee and miss the upcoming deadlines.

If the committee votes to pass the bill, the bill survives and moves forward in the legislative process.

The person who decides which of these paths to go on? The chair of the committee.

NOTE: On rare occasions, the committee may vote on the bill and the bill fails to win the vote; the bill would then be dead. It is much more common for a vote to be avoided if the chair knows there will not be enough support to pass it.

If changes *have* occurred…



Changes may be **minor or significant**

If they passed the bill with changes, they can be minor changes like correcting punctuation and other technical changes, or major changes affecting what the bill does.

If changes *have* occurred…

- **Bill must always conform to its title**
- Effective date may be **far in future** "to ensure further discussion"
- Dollar amounts may be **blanked out**
- Changes summarized in the **committee report**, published with the new draft

The thing that constrains how much a bill can change is its title, which never changes. The bill must always conform to its **title.**

Two common changes:

- Effective date may be **far in future** "to ensure further discussion": The "defective" effective date is a mechanism to ensure that the bill goes into the conference committee process near the end of session. There is no intention of it going off to the governor like that.

- Dollar amounts may be **blanked out**: If they want to keep a dollar amount associated with the bill, they'll make note of it in the committee report. The final dollar amount or appropriation details will usually be determined during the conference committee process.

Any changes will be summarized in the **committee report**, published whenever a bill moves forward out of committee.

The bill is given a **new draft number…**

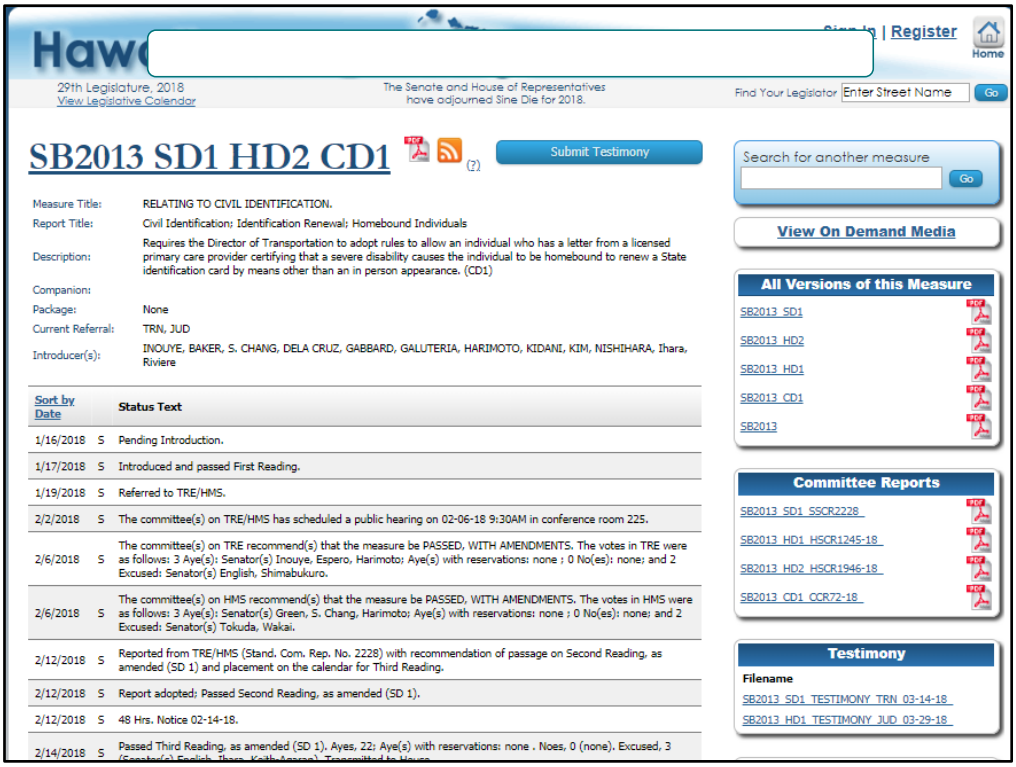
It keeps the **same bill number**
(SB1, for example), but
a new draft number is added to it

SB1 SD2 HD2 (?)

Measure Title:	RELATING TO STATE RECOGNITION OF THE NATIVE HAWAIIAN P HEALTH, EDUCATION, WELFARE, HERITAGE, AND CULTURE.
Report Title:	Native Hawaiians; Qualified Native Hawaiian Roll; Appropriation
Description:	Establishes a commission to prepare and maintain a roll of qualified to publish the roll for the purpose of organizing a convention of qu governor to dissolve the commission after the commission publishe unspecified funds. Effective January 7, 2059. (SB1 HD2)

The amended bill will be given a new draft number.

It has still got its bill number, but now there is a new suffix indicating which draft (or version) of the bill we're looking at. HD = House Draft, SD = Senate Draft – the number indicates the number of times it's been changed by that chamber. This can look a bit confusing at first, but it really does help to make sure we're looking at the same version of the bill.



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Home

29th Legislature, 2018
View Legislative Calendar

The Senate and House of Representatives have adjourned Sine Die for 2018.

Find Your Legislator Enter Street Name Go

SB2013 SD1 HD2 CD1

(?)

Submit Testimony

Measure Title:	RELATING TO CIVIL IDENTIFICATION.
Report Title:	Civil Identification; Identification Renewal; Homebound Individuals
Description:	Requires the Director of Transportation to adopt rules to allow an individual who has a letter from a licensed primary care provider certifying that a severe disability causes the individual to be homebound to renew a State identification card by means other than an in person appearance. (CD1)
Companion:	
Package:	None
Current Referral:	TRN, JUD
Introducer(s):	INOUYE, BAKER, S. CHANG, DELA CRUZ, GABBARD, GALUTERIA, HARIMOTO, KIDANI, KIM, NISHIHARA, Ihara, Riviere

Sort by Date		Status Text
1/16/2018	S	Pending Introduction.
1/17/2018	S	Introduced and passed First Reading.
1/19/2018	S	Referred to TRE/HMS.
2/2/2018	S	The committee(s) on TRE/HMS has scheduled a public hearing on 02-06-18 9:30AM in conference room 225.
2/6/2018	S	The committee(s) on TRE recommend(s) that the measure be PASSED, WITH AMENDMENTS. The votes in TRE were as follows: 3 Aye(s): Senator(s) Inouye, Espero, Harimoto; Aye(s) with reservations: none ; 0 No(es): none; and 2 Excused: Senator(s) English, Shimabukuro.
2/6/2018	S	The committee(s) on HMS recommend(s) that the measure be PASSED, WITH AMENDMENTS. The votes in HMS were as follows: 3 Aye(s): Senator(s) Green, S. Chang, Harimoto; Aye(s) with reservations: none ; 0 No(es): none; and 2 Excused: Senator(s) Tokuda, Wakai.
2/12/2018	S	Reported from TRE/HMS (Stand. Com. Rep. No. 2228) with recommendation of passage on Second Reading, as amended (SD 1) and placement on the calendar for Third Reading.
2/12/2018	S	Report adopted; Passed Second Reading, as amended (SD 1).
2/12/2018	S	48 Hrs. Notice 02-14-18.
2/14/2018	S	Passed Third Reading, as amended (SD 1). Ayes, 22; Aye(s) with reservations: none . Noes, 0 (none). Excused, 3

Search for another measure Go

View On Demand Media

All Versions of this Measure

SB2013_SD1
SB2013_HD2
SB2013_HD1
SB2013_CD1
SB2013

Committee Reports

SB2013_SD1_SSCR2228
SB2013_HD1_HSCR1245-18
SB2013_HD2_HSCR1946-18
SB2013_CD1_CCR72-18

Testimony

Filename
SB2013_SD1_TESTIMONY_TRN_03-14-18
SB2013_HD1_TESTIMONY_JUD_03-29-18

Here's a status page of a bill that's been changed four times. Click on the bill number at the top of the page to view the latest version of the bill itself. (Use the .pdf symbol to view the same draft but showing page and line numbers.)

On the right side of the page, you'll find links to previous versions of the measure. To get a quick glimpse of what changes were made, check out the committee reports that are published as the committees move the bill forward. Each committee report will summarize the changes, if any, that were made.

You can also view the written testimony that was received at each hearing. Just click on the links, and you'll be able to view .pdf files that present one page of testimony after another.

Everything that happens to the bill gets listed on its website. (Unfortunately, the site will not say "this bill is dead because it has now missed a crucial deadline." To determine that, you'll need to know your calendar of deadlines – or call or email PAR, and we'll be happy to help you out.)

The status page will indicate what happened to the bill, such as “passed with amendments”. However, it may take a while for the committee to actually publish the new draft and committee report. If you weren’t able to watch the hearing, you can view it on the House or Senate YouTube pages, accessible through the “Live and On-Demand Video” button. (This is also where you’ll find the proceedings in real-time.)

Second Reading = usually before the last committee

Bills must pass 3 readings (votes) on the floor of each chamber

Yay! Your bill passed its first (or first and second) committees… Now it's back to the floor for Second Reading! A majority of the members present vote 'aye.' And now we go on to our next committee if there is one…

Your Voice

If your bill moves forward… do it again!

- Ask to have it heard at the ***next*** committee
- Offer testimony at the ***next*** committee
- Repeat as necessary!

If the bill moves forward, you can ask that it be heard by the next committee. If a public hearing is scheduled, come and testify again. You don't have to worry about a whole new creative writing project, instead you can use virtually the same testimony you provided at the previous hearing. Just make sure that if the bill has changed, your testimony is still relevant. And you may want to emphasize the parts of your testimony that address the committee's purview.

Third Reading = after last committee

Bills must pass 3 readings (votes) on the floor of each chamber

After it's made it through all the committees (which it must do by the First Decking deadline), it comes back to the floor for the Third Reading. The members of the House or Senate are given 48-hours notice of all bills coming up for Third Reading. This ensures that they've had time to review them before this critical vote. The bill has to survive Third Reading by the First Crossover deadline.

Your Voice

On Occasion, Advocate to Entire Chamber

- Usually, measures pass without debate
- Can ask specific members for their vote
- Get others to reach out to their own senator or representative

During the bill's path through the legislature, it must be voted on 3 times in the full chamber of both the House and the Senate. On rare occasions, whether the bill will pass the vote may be in question. (Most bills die in committee, rather than on the floor of the House or Senate.) In such cases, you may want to use your voice to let your own representative or senator know how you would like them to vote. In some cases, you may want to call *all* of the members to let your opinion be known.

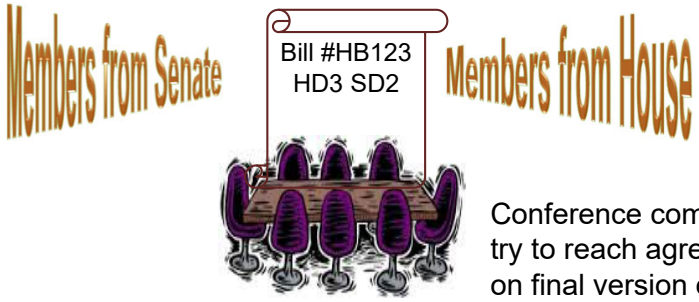
Then it goes through the same process in the ***other*** chamber!

House bills go through the Senate
Senate bills go through the House

If your bill survives all three readings, then it 'crosses over' and goes through the same process in the *other* chamber!

This time it will be the non-originating chamber that passes it on First Reading and then assigns committees, and you'll ask for the bill to be heard, just like before. Deadlines come quickly during this part of session, and a bill must get through all three readings in the non-originating chamber by the Second Crossover deadline.

To find agreement, leadership appoints members to **Conference Committees** for each bill that has passed the House and Senate in different versions



Conference committees try to reach agreement on final version of the bill

If it doesn't get changed while it was away in the second chamber, it returns to its originating chamber and gets enrolled to the governor for enactment.

But usually, it does get changed while it's away. If the House has passed one version of the bill, and the Senate has passed another, the Conference Committees appointed by House and Senate leadership for that particular bill will try to iron out the differences and come to an agreement on the final version of the bill to be presented to their chambers. Bills can still die here. Conference committees may fail to convene or may not come to an agreement. The fate of your bill may be tied to the fate of other bills being negotiated by *other* conference committees.

This is when they may correct those crazy effective dates. It's also when the money committees determine which bills get funded, and those blank dollar amounts get filled in.

Your Voice

Advocate to Conferees

… and any other legislators you've developed a relationship with…

While the meetings are open to the public, no testimony is received. Instead, advocates contact the conference members and anyone else they think may have some influence over the final outcome and focus on which particulars they want to see in the final bill.

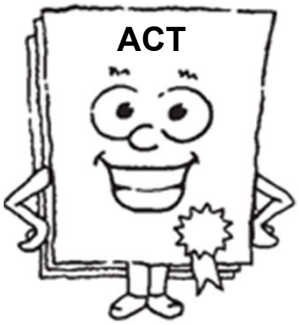
The conferees need to come to agreement by the Final Decking deadline. For the budget and other appropriations bills, you'll see that there's a "Final Decking (**Fiscal Bills**)" deadline.

Final Reading

Both chambers must vote on final version of bill
by the end of session

Finally, if the bill emerges from conference committee with a conference draft (CD1), that new version of the bill must be voted on by both the House and the Senate. The Final Reading must take place by the end of session (adjournment *sine die*) and members must be given 48 hours notice before the vote.

Your Voice



Let the Governor know your view

- After it passes the legislature, your bill still needs to be **enacted**
- Governor has deadlines to sign, veto, or allow to become law

But it's not over yet! The Governor has a say in whether the bill becomes law. You may want to let the Governor know that he should sign the bill into law – you don't want it vetoed! If it does get signed (or not vetoed by a certain date), the bill becomes an act of law that governs the state of Hawaii.

Note: If the bill is vetoed, there's still an opportunity for it to become law – the House and Senate can reconvene in special session, and if both chambers override the veto with a 2/3 vote, the bill is enacted. The legislature also has the option of amending a vetoed bill to meet the governor's objections; it then becomes law if the governor signs it.

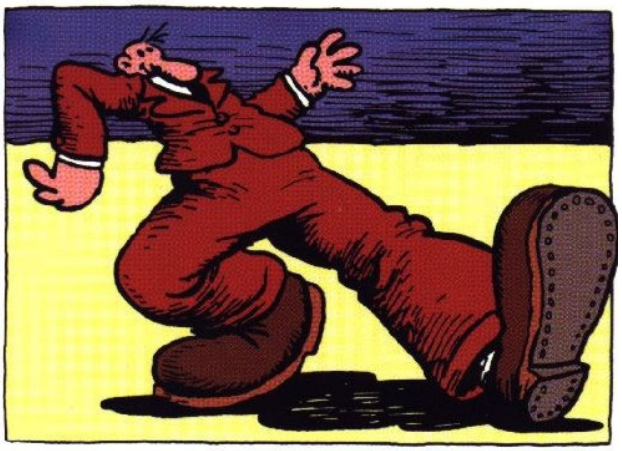
Did your bill pass? Did you get what you wanted out of the committee hearings you submitted testimony for? Were the changes made to the bill acceptable compromises that still move your issue forward?

Amazing. Take time to thank the people who heard you and others who helped along the way!

Throughout session, though, this is more likely for a lot of folks. Often, they're disappointed to see their bill die, right there in front of them. It helps to remember the bright side – Did a hearing spark good discussion on an issue? Raise awareness? Identify potential allies? Often, you can take a step back and find some progress that's been made.

Even though the process of making a law may seem slow (it can take years) and is often frustrating, the process keeps a lot of "bad" legislation from coming into law. Just read through the descriptions of all the bills introduced at the start of session – you're sure to see some things you disagree with!

Don’t give up –



get ready for next year’s session!

If your bill dies…keep at it and remember that “many hands make light work.” The process is often long and complicated, so having other people involved will both increase your chances and keep you from burning out. Go over what happened during this year’s session, and get ready for next year.

"The Interim"

- 70% of the calendar year
- Valuable opportunity for research, persuasion and action
- May be easier to find time with legislators

And remember how important the interim is – the time between legislative sessions.

If your bill dies, the following interim is a good time to start stirring up interest in reviving it. Debrief and consult with allies about what worked and what didn't during session. Work with other stake holders to find points of acceptable compromise. Teach the legislators and/or the community more about your issue. Perhaps ask a legislator to draft a new bill that may stand a better chance of passage.

After the flurry of session, you'll find the Capitol so much more relaxed during interim! It's a great time to talk with legislators and their staff.

Before you know it…

It'll be the 3rd Wednesday in January,
And the whole process begins again*…

*Actually, it's a **two-year cycle...**

In even-numbered years, the session starts out with all the bills from the previous year still in the pipeline – just in case someone wants to act on them.

In odd-numbered years, it starts afresh.

We didn't want to confuse you at the outset, but if your bill dies in an odd-numbered year, the first year of the 2-year legislative cycle (a biennium), it's not really dead(!).

In the first year of a biennium, any bill that didn't pass out of the legislature actually just goes into a coma. We say that it "died" but it's actually a potential "zombie" that could come back to life. In the 2nd year, in addition to all the new bills legislators will introduce, bills from the 1st year can be revived at exactly the same place they "died."

BUT at the end of the even-numbered year, the 2nd year of the biennium, if it hasn't passed into law, it is really truly finally absolutely totally DEAD.

We'll have elections in November of the even-numbered year, and a new biennium begins the following January with all new bills introduced.

That's no reason to stop your campaign, though. Remember, more than just a specific bill, you're advocating for an idea! You can make a list of what you'd like a bill to do, take it to a legislator, ask that person to introduce a bill for you the following year… and it starts all over again.

Add Your Voice

- Talk with your senator and representative
- Ask for a bill to be drafted and introduced
- Ask for a public hearing
- Testify at a public hearing
- Lobby the entire chamber or legislature
- Let the governor know your views
- Keep at it!

So, there's a lot you can do at the legislature…

Confused?
Not to worry!

PAR's happy to help!

- Ask questions
- Learn more about the process
- Find online resources

We know it all can seem a bit overwhelming and confusing. This is a lot of information! But the Public Access Room was established by the legislature as a resource to help to answer any of your questions and help you understand and learn more about the process.

This is a lot of information!

So, when you're trying to figure out where to find something

Remember…

We've gone through a lot of information, but you don't have to remember it all, because remember…

PAR can Help!

PAR can help!

For helpful handouts,

and to learn more, head to the Public Access Room's website

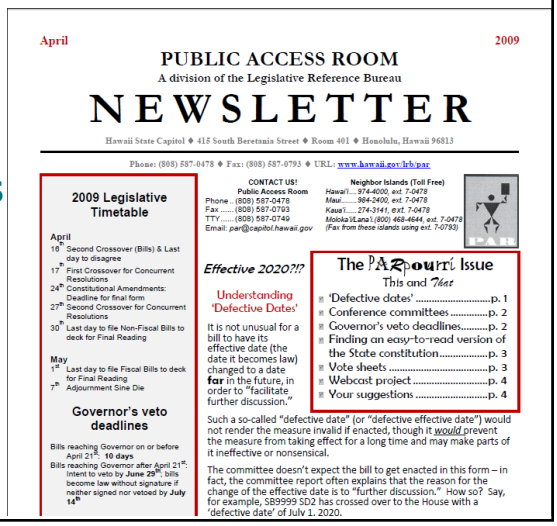
There are many helpful handouts on the PAR website, https://lrb.hawaii.gov/par/ .

Go to the "Current Legislature" tab for lists of deadlines, committees, and legislators.

Go to the "Learn" tab to learn more about what we've been talking about today.

PAR can Help!

- PAR website offers handy lists, manuals and tips
- **Subscribe to our email list and receive newsletters and notices**



April 2009

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

2009 Legislative Timetable

April
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

Governor's veto deadlines

Bills reaching Governor on or before April 21st: **10 days**
Bills reaching Governor after April 21st: Intent to veto by **June 29th**; bills become law without signature if neither signed nor vetoed by **July 14th**

CONTACT US!
Public Access Room
Phone.. (808) 587-0478
Fax ..... (808) 587-0793
TTY..... (808) 587-0749
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 these islands using ext. 7-0793)

Effective 2020?!?

Understanding 'Defective Dates'

It is not unusual for a bill to have its effective date (the date it becomes law) changed to a date **far** in the future, in order to "facilitate further discussion."

Such a so-called "defective date" (or "defective effective date") would not render the measure invalid if enacted, though it *would* prevent the measure from taking effect for a long time and may make parts of it ineffective or nonsensical.

The committee doesn't expect the bill to get enacted in this form – in fact, the committee report often explains that the reason for the change of the effective date is to "further discussion." How so? Say, for example, SB9999 SD2 has crossed over to the House with a 'defective date' of July 1, 2020.

The PARpourri Issue
This and That

- 'Defective dates' .....p. 1
- Conference committees .....p. 2
- Governor's veto deadlines.....p. 2
- Finding an easy-to-read version of the State constitution.....p. 3
- Vote sheets .....p. 3
- Webcast project .....p. 4
- Your suggestions .....p. 4

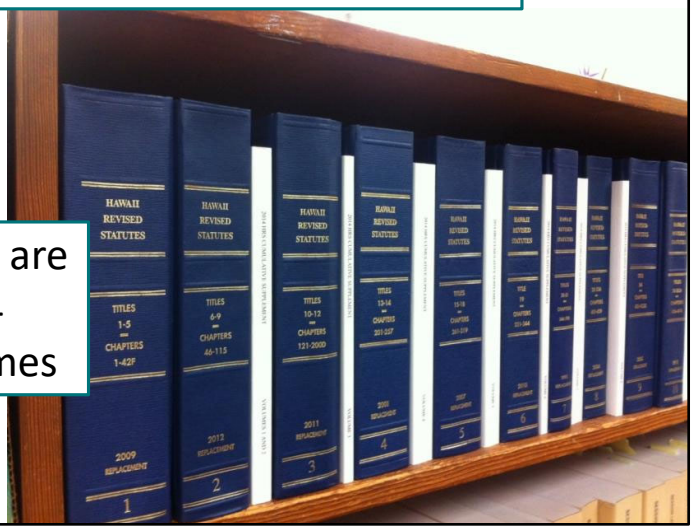
If you'd like to get the Public Access Room's newsletters, published roughly every month, just make sure PAR has your email address. (Email it to us at par@capitol.hawaii.gov or sign up on the website.) We'll also make sure you're among the first to receive the session calendar and any shake up of leadership or committees.

PAR can Help!

- PAR website offers handy lists, manuals and tips
- Get on our email list for notices and newsletters
- **Call or email us – we can save you time by pointing you in the right direction**

We can't stress this enough. Don't hesitate to call or email us, regardless of the issue! We're very happy to help. It's what we do!

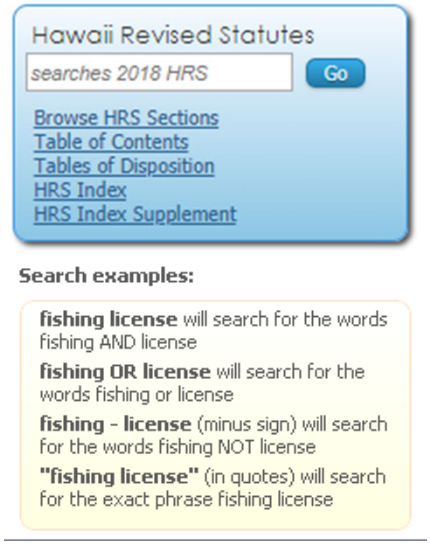
One **last** thing…
The online version of the Hawaii Revised Statutes (HRS)



There are 14 volumes

We're almost through! The last thing we want to make sure you know is that the 14 volumes that make up the Hawaii Revised Statutes (HRS) is online. The HRS is the codified law that is frequently cited and changed in legislation.

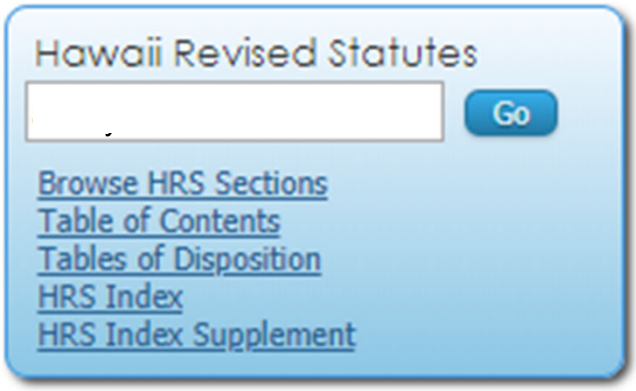
You can easily find <u>existing</u> laws. Use the Hawaii Revised Statutes (HRS) box on the left-hand side of the legislature's home page.



Find **existing laws** by using the "Hawaii Revised Statutes" section

There's some help with searching available via a link at the top of the column of search boxes.

You can search for words or phrases



You can search for a word, words, or a specific phrase… and the search box will bring up all the references in HRS.

The Table of Contents allows you to scroll through the HRS

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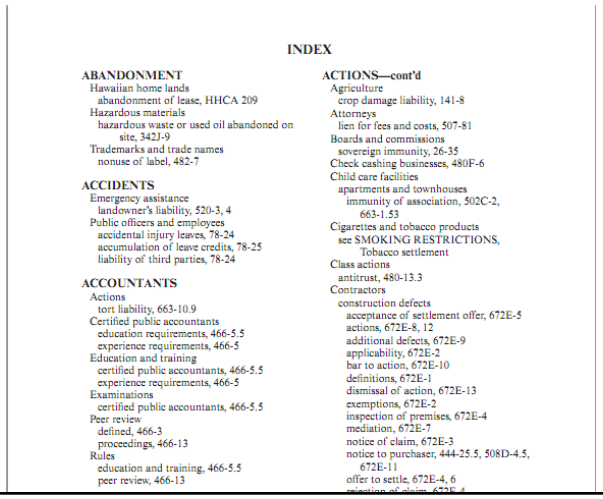
Or select the link to the Table of Contents, to see how the laws are organized…

The Index and Supplemental Index are helpful when you're not sure what terms to use



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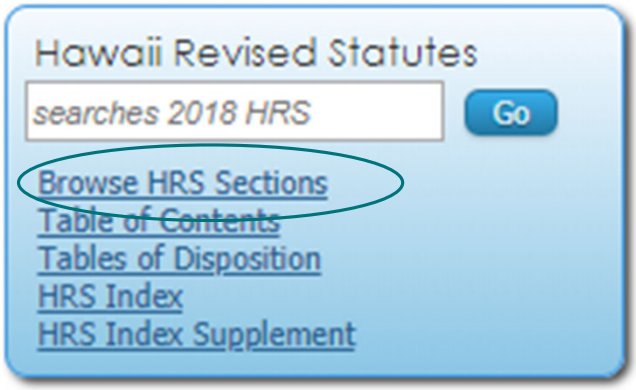
You may prefer to look at the Index to see a list of subjects. If you click on the "Supplemental Index" or the "Index" it brings you to a list much like the yellow pages of olden days…

If you need to find “§291C-146,” you can “Browse the HRS Sections” to go right to it…



If you know specifically where you want to go, click on the “Browse HRS Sections” link. If someone told us to look at HRS §291C-146, we click here…

Vol01_Ch0001-0042F
Vol02_Ch0046-0115
Vol03_Ch0121-0200D
Vol04_Ch0201-0257
Vol05_Ch0261-0319
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Up would come a list of the Volumes…we'd find that Vol 05 has chapter 291C in it…

Monday,	January	03,	2011	7:46 PM	<dir> HRS0288
Monday,	January	03,	2011	7:46 PM	<dir> HRS0289
Monday,	January	03,	2011	7:46 PM	<dir> HRS0290
Monday,	January	03,	2011	7:46 PM	<dir> HRS0291
Monday,	January	03,	2011	7:46 PM	<dir> HRS0291A
Monday,	January	03,	2011	7:46 PM	<dir> HRS0291C
Monday,	January	03,	2011	7:46 PM	<dir> HRS0291D
Monday,	January	03,	2011	7:46 PM	<dir> HRS0291E
Monday,	January	03,	2011	7:46 PM	<dir> HRS0292
Monday,	January	03,	2011	7:46 PM	<dir> HRS0293
Monday,	January	03,	2011	7:46 PM	<dir> HRS0294
Monday,	January	03,	2011	7:46 PM	<dir> HRS0296
Monday,	January	03,	2011	7:46 PM	<dir> HRS0296C

We'd then find 291C…

Friday, December 03, 2010	8:12 AM	6039	HRS_0291C-0135.htm
Friday, December 03, 2010	8:12 AM	4232	HRS_0291C-0136.htm
Friday, December 03, 2010	8:12 AM	5164	HRS_0291C-0141.htm
Friday, December 03, 2010	8:12 AM	4503	HRS_0291C-0142.htm
Friday, December 03, 2010	8:12 AM	4480	HRS_0291C-0143.htm
Friday, December 03, 2010	8:12 AM	4500	HRS_0291C-0144.htm
Friday, December 03, 2010	8:12 AM	8707	HRS_0291C-0145.htm
Friday, December 03, 2010	8:12 AM	4422	HRS_0291C-0146.htm
Friday, December 03, 2010	8:12 AM	5892	HRS_0291C-0147.htm
Friday, December 03, 2010	8:12 AM	5123	HRS_0291C-0148.htm
Friday, December 03, 2010	8:12 AM	5209	HRS_0291C-0149.htm
Friday, December 03, 2010	8:12 AM	5687	HRS_0291C-0150.htm
Friday, December 03, 2010	8:12 AM	4699	HRS_0291C-0151.htm

Then 291C-146…

§291C-146 Carrying articles. No person operating a bicycle shall carry any package, bundle, or article which prevents the use of both hands in the control and operation of the bicycle. A person operating a bicycle shall keep at least one hand on the handlebars at all times. [L 1971, c 150, pt of §1; am L 1984, c 273, §13]

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And up comes that statute!

Who knew that in Hawaii there's a law that says you've got to keep at least one hand on the handlebars when you're riding a bike?! This also serves as a good example of the wide range of issues we ask our legislators to consider and decide on. From hands on handlebars to environmental issues and budget concerns and everything in between. They can't possibly do it alone! They need the public to add their voices, expertise, and experience to enhance the discussion and help make the best laws for our State.

Whew!

Whew!

Keep it up!

Warning: There is no known cure for the political virus.

Keep it up! If you're reading this, you've obviously contracted the virus –

However, treatment is available…

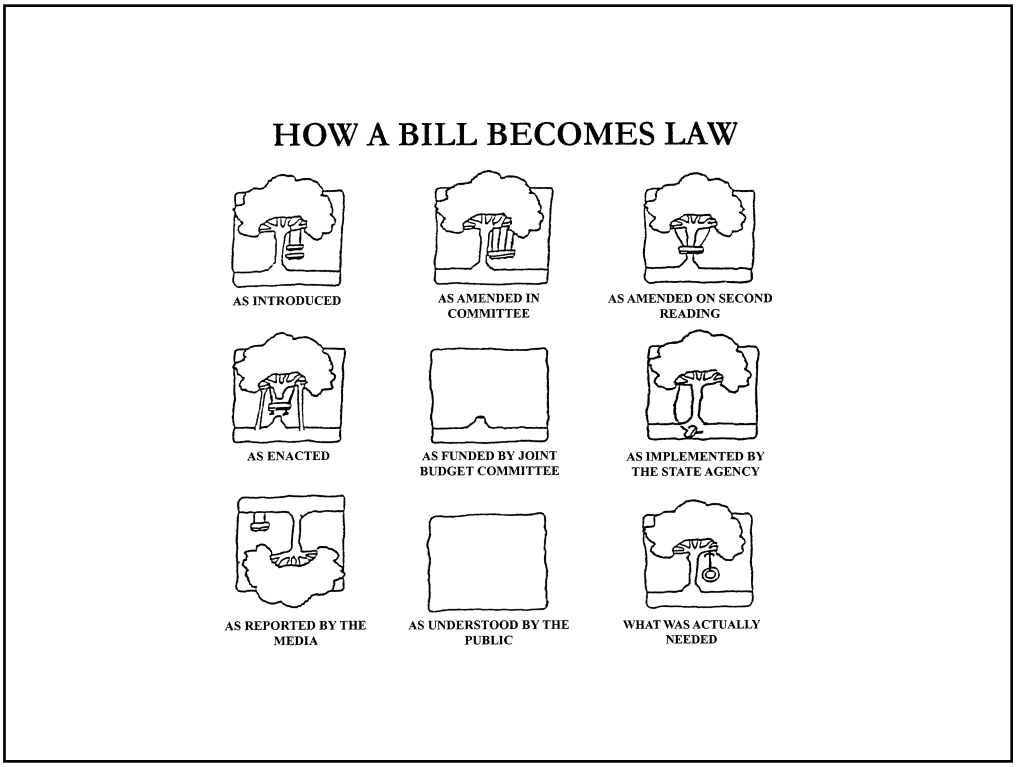
Participate in **your** democracy

Treatment is available – Participate in your democracy. You're always welcome in the Public Access Room!

Of course, we live in the real world…

And this is how others might depict the process –

We've talked about how bills become laws, but of course, we live in the real world. Here's how others might describe the process…



•We get a legislator to introduce a bill for a double-decker tree swing. Wonderful.
•But then, it gets changed in one of the committees. They insist it should be double-wide instead. Fine. We can live with that.
•It then gets changed again, this time on the floor during second reading (this can happen – though it doesn't very often). Strange change, though, as now it's not going to be of any use to anyone! It's blocked by the tree trunk!
•Luckily, before the bill is enacted they've fixed it, sort of – they've dissected the tree trunk, put up support braces – it's not very pretty, but I guess it's something. Someone's going to hit their head though…
•Unfortunately, along the way the funding provision got stripped from the bill so there was no money allocated to do anything.
•So, the state agency does what it can, which isn't much help – it's a useless swing, lying on the ground.
•Along the way, the media's reported on all of this, but at times they seem to have things completely upside down.
•As for the public, it's not even on their radar! Not at all.
•And what was actually needed, was a tire swing. That would have been the best solution.

So, this is to illustrate a couple of things: 1) Keep your sense of humor. Helping to shape laws is a serious thing but keeping your sense of humor will help to keep you sane. 2) Don't be too wedded to your initial vision. If we were sure the double-decker tree swing was the <u>only</u> answer, we would be blind to a much better solution!

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Public Access Room (PAR)

(808) 587-0478
room 401
par@capitol.hawaii.gov

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