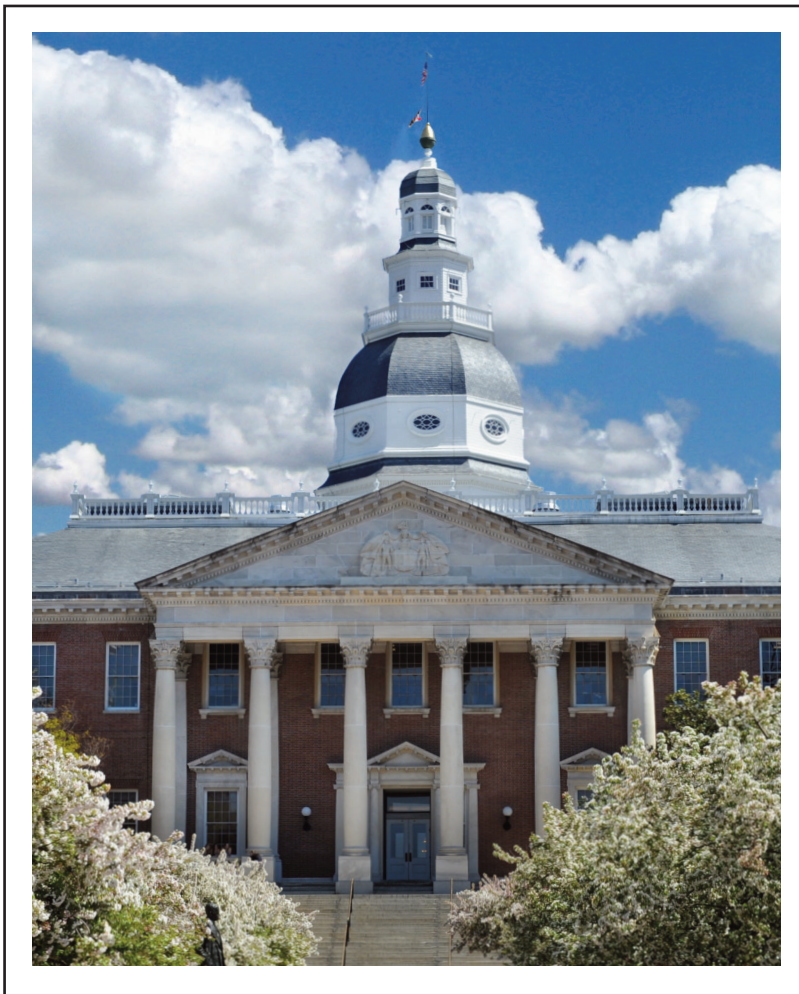


# YOUR VOICE IN ANNAPOLIS



**MARYLAND GENERAL ASSEMBLY**

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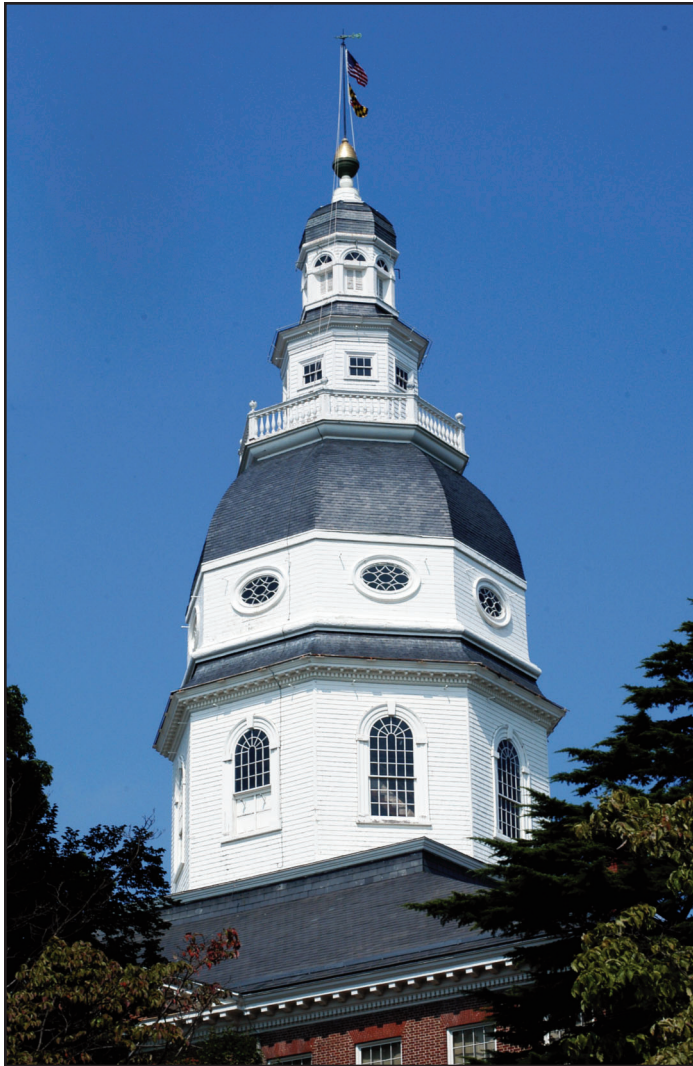
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# The Representation of Maryland's Citizens

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*State House*

For more than 350 years, the Maryland General Assembly has remained a part time “citizen” legislature. The 188 Assembly members come from 47 districts across the State where they work in their communities as farmers, insurance agents, tradespeople, physicians, homemakers, lawyers, teachers, real estate brokers, and in a range of other occupations. Each year in January the members come to the State capital to represent their fellow citizens during the 90-day legislative session. Typically, about 3,000 pieces of legislation and the State’s annual budget are considered during that period. These laws directly affect the day-to-day lives of all Marylanders. So that their voices can be heard, it is important that our citizens know who their representatives are and how the legislative process works. We hope this overview of the Maryland General Assembly will help Marylanders become more active participants in State government.

## History of the General Assembly

---

When the Province of Maryland declared itself a state independent of Great Britain in 1776, its legislature was already 141 years old, having served continuously as the legislative body for the colony almost from the date of its founding. The Maryland General Assembly held its first session in St. Mary’s City in 1635, scarcely a year after the *Ark* and the *Dove* arrived with the first settlers.

This first Maryland legislature was a one chamber (unicameral) body, composed of the Governor, his Councilors, and all the free men of the Province. By the third session in 1638, free men were instructed to meet and choose representatives.



Although they sat as one body, a distinction was made between the Governor and the members of his council and citizens of the colony at large. An effort was made in the session of 1642 to separate the two groups, but it was not until 1650 that the Assembly became a bicameral body, with an “upper” and “lower” house sitting separately.

The upper house, consisting of the Governor and his council, exercised executive as well as legislative authority. Men selected to represent their “hundreds” (communities) were called burgesses, and their legislative body was called the House of Burgesses. It bore that name through much of the colonial period, although it frequently was called the House of Delegates or simply the lower house.

In 1695, the government of the Province of Maryland moved from St. Mary’s City to Anne Arundel Town (now known as Annapolis). The story of the General Assembly from that time to independence is one of continuing conflict



*The Legislative Services Building houses staff to the Maryland General Assembly.*

between the two houses, with the upper house clinging to the privilege and power of the Crown and Proprietor and the lower house asserting its growing strength and zeal for liberty. This struggle, spanning almost a century, culminated in independence for Maryland and her twelve sister colonies. In 1776, the First Maryland Constitutional Convention adopted the *Constitution of Maryland* which established a legislature comprising the Senate and the House of Delegates. On April 28, 1788, Maryland became the seventh state of the United States.

Sessions of the General Assembly have been held continuously in Annapolis with two exceptions. In April 1757, an epidemic of smallpox drove the legislature to Baltimore, and in April 1861, after some Southern states had seceded from the Union and the Civil War began to rage, Annapolis was considered a hotbed of secessionists. To ensure a cooler climate for the legislative session, Governor Thomas Holliday Hicks ordered that the General Assembly meet in Frederick. Meanwhile, federal troops had moved into Maryland and Southern sympathizers in both the Senate and House were placed under arrest, preventing a quorum, and secession was averted.

The General Assembly meets annually for a period of 90 calendar days, beginning the second Wednesday in January and continuing through early April. Special sessions of the legislature (or, on extraordinary occasions, of the Senate alone) may be called by the Governor. Special sessions are limited to 30 days.

## **Apportionment and Membership**

---

Apportionment is the process of creating legislative districts of comparable population size for the purpose of electing members of the Senate and the House. This process was a source of controversy throughout the nineteenth century and much of the twentieth as Baltimore City and the more populous counties competed with the smaller, more rural counties for adequate representation. Slight changes in apportionment were made under the Constitutions of 1851 and 1867 in an attempt to apportion the House on the basis of population but to retain equal representation for all jurisdictions in the Senate. It was not until 1962, when federal and state court decisions mandated apportionment based on the doctrine of “one man, one vote,” that significant changes were made.

The initial reapportionment plan was rejected by the U.S. Supreme Court. In 1966, a special session of the General Assembly met and adopted a reapportionment plan that was accepted by the courts. The House was given 142 seats and the Senate 43. This apportionment became a part of the Constitution in an amendment ratified in 1970. The Constitution was amended again in 1972 to provide a membership of 47 senators and 141 delegates beginning in 1975. This plan of 47 legislative districts of substantially equal population with one senator and three delegates representing each district remains in effect today. Reapportionment is required after each decennial census by the General Assembly or, if it fails to act promptly, by the Governor.

A legislator must be a citizen of Maryland and a resident of the State for one year preceding the date of election, the last six months of which must have been spent in the county or district the candidate seeks to represent. At the time of election, a senator must be at least 25 years of age and a delegate at least 21 years of age. Elections for all seats in the General Assembly are held every four years. No limit is placed on the number of terms a legislator may serve.

## **The Senate and Its Membership**

---

The presiding officer in the Senate is the President, who is elected on the first day of each regular session by a majority of the Senate membership. The President presides over each session, maintaining order and decorum in the chamber and deciding all points of order. The President names the members of all committees, designates the chairmen and vice chairmen, and appoints the Majority Leader. One of the members of the minority party is chosen by that group as the Minority Leader of the Senate.

Standing committees to which bills of statewide importance are assigned include Budget and Taxation; Education, Health, and Environmental Affairs; Finance; and Judicial Proceedings. Another standing committee, the Rules Committee, regulates the introduction of legislation and considers procedural legislation. Bills affecting individual counties or localities are referred to select committees composed of members representing those areas.

Other standing committees specified in the Rules of the Senate are the Executive Nominations Committee, which considers gubernatorial appointments of civil and judicial officers and officials requiring the advice and consent of the Senate, and the Joint Committee on Investigation, which inquires into abuses in public fund expenditures.

Assisting the Senate members and committees are the Secretary of the Senate and Desk Officers who keep the files and journals of the Senate, supervise the progress of legislation, and keep order.



*Senate Chamber in the State House*

The Senate chamber and lounge are located in the section of the State House completed in 1905. Both rooms are decorated in a turn of the century Victorian style with the Senate's traditional color of red predominating. The marble is from Italy and the wall coverings are silk. The chamber carpet is patterned with the Great Seal of Maryland. There are no windows in the chamber. A restored Tiffany stained glass skylight provides natural light.

On either side of the rostrum is a table used by members of the press. Pages sit in the chairs along the side walls. Two balconies for guests and visitors overlook the proceedings on the



floor. Electronic voting boards, which list the President's name first and the senators' names in alphabetical order, tabulate all quorum calls and roll call votes taken in the chamber.

The six portraits hanging in the chamber are of four Maryland signers of the Declaration of Independence: Charles Carroll of Carrollton, William Paca, Samuel Chase, and Thomas Stone and two prominent Senators: Verda Welcome the first African American woman elected to the Senate, and Thomas V. "Mike" Miller, the longest serving Senate President in Maryland and United States history. A life-sized statue of George Washington resigning his commission in 1783 resides in the original Senate Chamber located on the first floor of the State House.



*Miller Senate Office Building*

## Seating Arrangement • Senate



*Diagram by Department of Legislative Services, Graphics Department.*

## Standing Committees in the Senate

Legislation is received, considered, and acted upon by each of four major standing committees. Public hearings and committee work sessions are held in the Miller Senate Office Building, 11 Bladen Street, Annapolis, MD at the following locations:

Committee	Room Number
Budget and Taxation (B&T)	3 West
Education, Health, and Environmental Affairs (EHE)	2 West
Finance (FIN)	3 East
Judicial Proceedings (JPR)	2 East

## Members of the Senate

---

When writing to your senator in Annapolis, fill in the room number listed under the senator's name below and address your letter to:

Senator \_\_\_\_\_  
 \_\_\_\_\_ Miller (or James) Senate Office Building  
 Annapolis, MD 21401

When emailing your Senator, fill in the first name and last name as found below. All Senate email addresses are \_\_\_\_\_@senate.state.md.us

To call your senator in Annapolis, use the four-digit extension listed below the senator's name and dial as follows:

410-841-\_\_\_\_\_ from the Baltimore/Annapolis area  
 301-858-\_\_\_\_\_ from the Washington, D.C. area  
 1-800-492-7122 from elsewhere in Maryland

This toll-free number connects you with the Maryland General Assembly switchboard operator who will connect you to your senator's office.

### **FERGUSON, Bill (D)**

President of the Senate  
 H-107 State House (Ext. 3600)  
 Email: bill.ferguson@  
 District 46: Baltimore City

### **AUGUSTINE, Malcolm (D)**

3E Miller Senate Office Bldg. (Ext. 3745)  
 Email: malcolm.augustine@  
 District 47: Prince George's County  
 Seat 47, (FIN Committee)

### **BAILEY, Jack (R)**

402 James Senate Office Bldg. (Ext. 3673)  
 Email: jack.bailey@  
 District 29: Calvert and St. Mary's Counties  
 Seat 29, (JPR Committee)

### **BEIDLE, Pamela (D)**

202 James Senate Office Bldg. (Ext. 3593)  
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 District 32: Anne Arundel County  
 Seat 32, (FIN Committee)

### **BENSON, Joanne C. (D)**

Chair, Rules Committee  
 214 James Senate Office Bldg. (Ext. 3148)  
 Email: joanne.benson@  
 District 24: Prince George's County  
 Seat 24, (FIN Committee)

### **CAROZZA, Mary Beth (R)**

314 James Senate Office Bldg. (Ext. 3645)  
 Email: marybeth.carozza@  
 District 38: Somerset, Worcester, and Wicomico Counties  
 Seat 38, (EHE Committee)

### **CARTER, Jill (D)**

422 Miller Senate Office Bldg. (Ext. 3697)  
 Email: jill.carter@  
 District 41: Baltimore City  
 Seat 41, (JPR Committee)

### **CASSILLY, Robert (R)**

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 Email: bob.cassilly@  
 District 34: Harford County  
 Seat 34, (JPR Committee)

### **CORDERMAN, Paul (R)**

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 District 2: Washington County  
 Seat 2, (B&T Committee)

### **ECKARDT, Adelaide C. (R)**

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 District 37: Caroline, Dorchester, Talbot, and Wicomico Counties  
 Seat 37, (B&T Committee)

**Note:** Standing Committee assignments are abbreviated: B&T (Budget and Taxation), EHE (Education, Health, and Environmental Affairs), FIN (Finance), JPR (Judicial Proceedings).

## Members of the Senate

---

**EDWARDS, George C. (R)**

323 James Senate Office Bldg. (Ext. 3565)  
 Email: george.edwards@  
 District 1: Garrett, Washington, and Allegany  
 Counties  
 Seat 1, (B&T Committee)

**ELFRETH, Sarah K. (D)**

103 James Senate Office Bldg. (Ext. 3578)  
 Email: sarah.elfreth@  
 District 30: Anne Arundel County  
 Seat 30, (B&T Committee)

**ELLIS, Arthur (D)**

302 James Senate Office Bldg. (Ext. 3616)  
 Email: arthur.ellis@  
 District 28: Charles County  
 Seat 28, (EHE Committee)

**FELDMAN, Brian J. (D)**

Vice Chair, Finance Committee  
 104 James Senate Office Bldg. (Ext. 3169)  
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 District 15: Montgomery County  
 Seat 15, (FIN Committee)

**GALLION, Jason C. (R)**

414 James Senate Office Bldg. (Ext. 3603)  
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 District 35: Harford and Cecil Counties  
 Seat 35, (EHE Committee)

**GRIFFITH, Melony (D)**

President Pro Tem  
 220 James Senate Office Bldg. (Ext. 3127)  
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 District 25: Prince George's County  
 Seat 25, (B&T Committee)

**GUZZONE, Guy (D)**

Chair, Budget and Taxation Committee  
 3 West Miller Senate Office Bldg. (Ext. 3572)  
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 District 13: Howard County  
 Seat 13, (B&T Committee)

**HAYES, Antonio L. (D)**

222 James Senate Office Bldg. (Ext. 3656)  
 Email: antonio.hayes@  
 District 40: Baltimore City  
 Seat 40, (FIN Committee)

**HERSHEY, Stephen S., Jr. (R)**

320 James Senate Office Bldg. (Ext. 3639)  
 Email: steve.hershey@  
 District 36: Caroline, Cecil, Kent, and Queen Anne's  
 Counties  
 Seat 36, (FIN Committee)

**HESTER, Katie Fry (D)**

304 James Senate Office Bldg. (Ext. 3671)  
 Email: katiefry.hester@  
 District 9: Carroll and Howard Counties  
 Seat 9, (EHE Committee)

**HETTLEMAN, Shelly (D)**

Vice Chair, Rules Committee  
 203 James Senate Office Bldg. (Ext. 3131)  
 Email: shelly.hettleman@  
 District 11: Baltimore County  
 Seat 11, (JPR Committee)

**HOUGH, Michael J. (R)**

420 James Senate Office Bldg. (Ext. 3704)  
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 District 4: Frederick and Carroll Counties  
 Seat 4, (JPR Committee)

**JACKSON, Michael A. (D)**

3W Miller Senate Office Bldg. (Ext. 3700)  
 Email: michael.jackson@  
 District 27: Calvert, Charles, and Prince George's  
 Counties  
 Seat 27, (B&T Committee)

**JENNINGS, J. B. (R)**

403 James Senate Office Bldg. (Ext. 3706)  
 Email: jb.jennings@  
 District 7: Baltimore and Harford Counties  
 Seat 7, (FIN Committee)



## Members of the Senate

---

### **KAGAN, Cheryl C. (D)**

Vice Chair, Education Health and Environmental  
Affairs Committee  
2 West Miller Senate Office Bldg. (Ext. 3134)  
Email: cheryl.kagan@  
District 17: Montgomery County  
Seat 17, (EHE Committee)

### **KELLEY, Delores G. (D)**

Chair, Finance Committee  
3E Miller Senate Office Bldg. (Ext. 3606)  
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District 10: Baltimore County  
Seat 10, (FIN Committee)

### **KING, Nancy J. (D)**

Majority Leader  
121 James Senate Office Bldg. (Ext. 3686)  
Email: nancy.king@  
District 39: Montgomery County  
Seat 39, (B&T Committee)

### **KLAUSMEIER, Katherine (D)**

President Pro Tem Emerita  
123 James Senate Office Bldg. (Ext. 3620)  
Email: katherine.klausmeier@  
District 8: Baltimore County  
Seat 8, (FIN Committee)

### **KRAMER, Benjamin F. (D)**

401 Miller Senate Office Bldg. (Ext. 3151)  
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District 19: Montgomery County,  
Seat 19, (FIN Committee)

### **LAM, Clarence K. (D)**

420 Miller Senate Office Bldg. (Ext. 3653)  
Email: clarence.lam@  
District 12: Baltimore and Howard Counties  
Seat 12, (EHE Committee)

### **LEE, Susan C. (D)**

Majority Whip  
223 James Senate Office Bldg. (Ext. 3124)  
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District 16: Montgomery County  
Seat 16, (JPR Committee)

### **McCRAY, Cory V. (D)**

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Seat 45, (B&T Committee)

### **PATTERSON, Obie (D)**

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District 26: Prince George's County  
Seat 26, (EHE Committee)

### **PINSKY, Paul G. (D)**

Chair, Education, Health, and Environmental  
Affairs Committee  
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District 22: Prince George's County  
Seat 22, (EHE Committee)

### **READY, Justin (R)**

Minority Whip  
315 James Senate Office Bldg. (Ext. 3683)  
Email: justin.ready@  
District 5: Carroll County  
Seat 5, (FIN Committee)

### **REILLY, Edward R. (R)**

316 James Senate Office Bldg. (Ext. 3568)  
Email: edward.reilly@  
District 33: Anne Arundel County  
Seat 33, (EHE Committee)

## Members of the Senate

---

**ROSAPEPE, Jim (D)**

Vice Chair, Budget and Taxation Committee  
101 James Senate Office Bldg. (Ext. 3141)  
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District 21: Prince George's and Anne Arundel  
Counties  
Seat 21, (B&T Committee)

**SALLING, Johnny Ray (R)**

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District 6: Baltimore County  
Seat 6, (B&T Committee)

**SIMONAIRE, Bryan W. (R)**

Minority Leader  
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District 31: Anne Arundel County  
Seat 31, (EHE Committee)

**SMITH, William C., Jr. (D)**

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District 20: Montgomery County  
Seat 20, (JPR Committee)

**SYDNOR, Charles E., III (D)**

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District 44: Baltimore County and Baltimore City  
Seat 44, (JPR Committee)

**WALDSTREICHER, Jeff (D)**

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District 18: Montgomery County  
Seat 18, (JPR Committee)

**WASHINGTON, Mary (D)**

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District 43: Baltimore City  
Seat 43, (EHE Committee)

**WATSON, Ron (D)**

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District 23: Prince George's County  
Seat 24, (JPR Committee)

**WEST, Chris (R)**

303 James Senate Office Bldg. (Ext. 3648)  
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District 42: Baltimore County  
Seat 42, (JPR Committee)

**YOUNG, Ronald N. (D)**

Chair, Executive Nominations Committee  
301 James Senate Bldg. (Ext. 3575)  
Email: ronald.young@  
District 3: Frederick County  
Seat 3, (B&T Committee)

**ZUCKER, Craig J. (D)**

122 James Senate Office Bldg. (Ext. 3625)  
Email: craig.zucker@  
District 14: Montgomery County  
Seat 14, (B&T Committee)

## The House of Delegates and Its Membership

---

The presiding officer in the House of Delegates is the Speaker, who is elected on the first day of each regular session by a majority of the House membership. The Speaker presides over each session, maintaining order and decorum in the chamber and deciding all points of order. The Speaker names the members of all committees, designates the chairmen and vice chairmen, and appoints the Majority Leader. One member of the minority party is chosen by that group as the Minority Leader of the House.

Standing committees to which bills of statewide importance are assigned are Appropriations, Economic Matters, Environment and Transportation, Health and Government Operations, Judiciary, and Ways and Means. Other standing committees specified in the Rules of the House are the Rules and Executive Nominations Committee, the Joint Committee on Protocol, the Joint Committee on Investigation, and the Committee on Consent Calendars. Bills affecting individual counties or localities are referred to select committees composed of members representing those areas. The Speaker, along with the President of the Senate, can establish a joint committee for a specified purpose.

The House of Delegates chamber and lounge are located on the first floor of the State House across from the Senate chamber. The chamber walls are of Italian marble and the portraits displayed are those of former Speakers. There are no windows in the chamber; natural light is



*The House of Delegates Chamber in the State House*



provided through a stained glass Tiffany skylight. Behind the chamber is the delegates' lounge. Two balconies overlooking the chamber allow visitors to view the activities on the floor. The balcony facing the Speaker has a soundproof glass booth with a sound system that allows the occupants to hear the floor proceedings. This booth is for the press.

Members of the press also sit on the chamber floor in the wooden desks to the right of the Speaker. Pages sit in the blue chairs in the front of the chamber and work from page call boards located on each side of the rostrum. Roll call votes and quorum calls are tabulated on the voting boards on each side of the chamber. Members' names are listed in alphabetical order by district on the boards.



*Frederick Douglass*



*Harriet Tubman*

Also on the first floor of the State House is the original House of Delegates chamber now reenvisioned as it would have looked in the 19th century and where visitors can find two recent additions: bronze statutes of Frederick Douglass and Harriet Tubman, native Marylanders, who were active in freeing slaves and trying to bring an end to slavery in Maryland and the United States. Both are considered to be among the most important people to the history of the State of Maryland. The State ratified the abolition of slavery on November 1, 1864.



## Seating Arrangement · House of Delegates



*Diagram by Department of Legislative Services, Graphics Department.*

## Standing Committees in the House of Delegates

Legislation is received, considered, and acted upon by each of six standing committees. Public hearings and committee work sessions are held in the House Office Building, 6 Bladen Street, Annapolis, MD at the following locations:

Committee	Room Number
Appropriations (APP)	121
Economic Matters (ECM)	231
Environment and Transportation (ENV)	251
Health and Government Operations (HGO)	241
Judiciary (JUD)	101
Ways and Means (W&M)	131

## Members of the House of Delegates

---

When writing to your delegate in Annapolis, fill in the room number listed under the delegate's name below and address your letter to:

Delegate \_\_\_\_\_  
 \_\_\_\_\_ House Office Building  
 Annapolis, MD 21401

When emailing your Delegate, fill in the first name and last name as found below. All House email addresses are \_\_\_\_\_@house.state.md.us

To call your delegate in Annapolis, use the four-digit extension listed below the delegate's name and dial as follows:

410-841-\_\_\_\_\_ from the Baltimore/Annapolis area  
 301-858-\_\_\_\_\_ from the Washington Metro area  
 1-800-492-7122 from elsewhere in Maryland.

This toll-free number connects you with the Maryland General Assembly switchboard operator who will forward your call to your delegate's office.

### JONES, ADRIENNE A. (D)

Speaker of the House  
 H-101 State House (Ext. 3800)  
 Email: adrienne.jones@  
 District 10: Baltimore County

### ACEVERO, Gabriel (D)

225 Lowe House Office Bldg. (Ext. 3001)  
 Email: gabriel.acevero@  
 District 39: Montgomery County  
 Seat 88, (APP Committee)

### ADAMS, Christopher T. (R)

405 Lowe House Office Bldg. (Ext. 3343)  
 Email: christopher.adams@  
 District 37B: Caroline, Dorchester, Talbot, and  
 Wicomico Counties  
 Seat 46, (ECM Committee)

### AMPREY, Marlon D. (D)

311 Lowe House Office Bldg. (Ext. 3520)  
 Email: marlon.amprey@  
 District 40: Baltimore City  
 Seat 17, (ENV Committee)

### ANDERSON, Curt (D)

121 Taylor House Office Bldg. (Ext. 3291)  
 Email: curt.anderson@  
 District 43: Baltimore City  
 Seat-Gallery, (JUD Committee)

### ANDERTON, Carl, Jr. (R)

310 Lowe House Office Bldg. (Ext. 3431)  
 Email: carl.anderton@  
 District 38B: Wicomico County  
 Seat 50, (ENV Committee)

### ARENTZ, Steven J. (R)

308 Lowe House Office Bldg. (Ext. 3543)  
 Email: steven.arentz@  
 District 36: Kent, Queen Anne's, Cecil,  
 and Caroline Counties  
 Seat 69, (ECM Committee)

### ARIKAN, Lauren (R)

324 Lowe House Office Bldg. (Ext. 3334)  
 Email: lauren.arikan@  
 District 7: Baltimore and Harford Counties  
 Seat 123, (JUD Committee)

### ATTAR, Dalya (D)

317 Lowe House Office Bldg. (Ext. 3268)  
 Email: dalya.attar@  
 District 41: Baltimore City  
 Seat 38, (W&M Committee)

### ATTERBEARY, Vanessa E. (D)

Chair, Ways and Means Committee  
 131 Taylor House Office Bldg. (Ext. 3471)  
 Email: vanessa.atterbeary@  
 District 13: Howard County  
 Seat 101 (W&M Committee)

**Note:** Standing committee assignments are abbreviated: APP (Appropriations), ECM (Economic Matters), ENV (Environment and Transportation), HGO (Health and Government Operations), JUD (Judiciary), and W&M (Ways and Means).

## Members of the House of Delegates

---

### **BAGNALL, Heather (D)**

160 Lowe House Office Bldg. (Ext. 3406)

Email: heather.bagnall@

District 33: Anne Arundel County

Seat 133 (HGO Committee)

### **BARNES, Ben (D)**

151 Lowe House Office Bldg. (Ext. 3046)

email: ben.barnes@

District 21: Prince George's and Anne Arundel Cos.

Seat 79, (APP Committee)

### **BARNES, Darryl (D)**

301 Lowe House Office Bldg. (Ext. 3557)

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# The Legislative Process

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## Responsibilities

The following are among the duties and responsibilities of the Senate and the House of Delegates:

1. To pass laws necessary for the welfare of Maryland's citizens.
2. To pass certain local laws for counties and special taxing areas.
3. To decide the manner in which State funds are to be spent.
4. To evaluate whether State programs are operated consistent with legislative intent.
5. To propose amendments to the State Constitution.

The sole power of impeachment of an officer of the State rests with the House of Delegates. The Senate tries all impeachment cases, and two-thirds of the total number of senators is required for a conviction.

## Constitutional Requirements

1. No bill shall become law unless it is read on three different days of the session in each chamber, unless the requirement is suspended by a two-thirds vote of the membership in each chamber.
2. The requirement of printing a bill for third reading in the chamber of origin is absolute and cannot be suspended.
3. A majority of the members elected to each chamber is a quorum for the transaction of business. Final passage requires a favorable vote of the majority of the elected members.
4. Every law shall embrace one subject and that shall be described in its title.
5. An emergency bill, designed to become effective upon date of passage, must be passed by a vote of three-fifths of the elected membership in each house.
6. A constitutional amendment must receive a vote of three-fifths of the elected membership in each house and be submitted to the qualified voters of the State at the next general election for adoption or rejection.

The Governor is responsible for presenting a balanced budget to the General Assembly with supporting data and recommendations. The legislature, with certain limitations, has the power to reduce the Governor's budget proposals, but it cannot increase them.

## Staff Support Organizations

Members of the General Assembly are assisted by the following organizations:

- **Department of Legislative Services:** Provides general research and policy analysis; library facilities and information services; bill and amendment drafting; statutory revision; committee staff support; budget, fiscal, and legal research, review, and analysis; legislative information systems development and support; audits of units of State government; and administrative support services.



- **Attorney General's Office:** Provides legal information for proposed legislation to ensure conformity with statutory and constitutional law.
- **Offices of the Secretary of the Senate and the Chief Clerk of the House:** Provide daily journals of proceedings and act as custodians of the official records.

## Kinds of Actions and Order of Business

The legislature expresses its will through motions, orders, messages, resolutions, and bills. By motions and orders it takes action, orders something done, or expresses its opinion. For the purpose of formal communication between the two houses and with the Governor, letters are sent in the form of messages. There are two types of resolutions, joint and simple. Joint resolutions require passage by both houses. They do not have the force of law but reflect the opinion of the General Assembly as a whole on questions of public policy. Simple resolutions require passage by only the house of origin and are usually for expressing congratulations or condolences.

The principal means by which the General Assembly expresses its will, however, is through the passage of legislative bills, which can amend existing laws or create new laws to the extent permitted by the State's Constitution.

Although the presiding officer may alter the order of business to allow for particular circumstances, a typical floor session consists of the following business:

1. Call to order
2. Reading of the journal
3. Presentation of petitions, memorials, and other papers
4. Presentation of orders
5. Introduction of bills and resolutions
6. Introduction of visitors
7. Unfinished business and laid over bills
8. Reports of standing committees
9. Reports of select committees
10. Special orders of the day
11. Third reading of bills and resolutions
12. Reading of messages
13. Adjournment

After each day's session is adjourned, members attend committee meetings to consider proposed legislation.

## From “Hopper” to Enactment

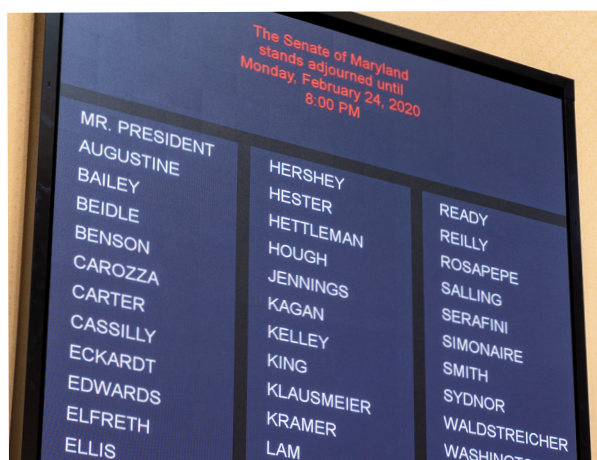
The drafting of legislation requires the skill of experienced and trained personnel. This service is rendered by the Department of Legislative Services. A bill is filed (“dropped into the hopper”) by a legislator with the Secretary of the Senate or the Clerk of the House. It is given a number, and is readied for its first reading on the floor. A bill may be filed during the interim, called a “prefiled bill,” or introduced in either chamber until the last 35 days of the session. After that, bills may be introduced only with the consent of two-thirds of the membership.

**First Reading:** When the session convenes, the Reading Clerk reads the numbers and titles of the bills being introduced and indicates the committee to which they have been referred by the presiding officer.

**Referral to Committee:** The committees meet daily during the session to receive testimony and take action on bills referred to the committee. Since the legislature is instrumental in integrating public demands with public policy, citizens are encouraged to present their views on the proposed bills by mail or by personal appearance. Lobbyists representing organized interest groups, officials from State agencies, local government representatives, and other interested citizens speak at these hearings, to either oppose or support the proposed legislation. The Department of Legislative Services prepares a fiscal analysis for each bill, and these fiscal and policy notes are considered during the committee deliberations.

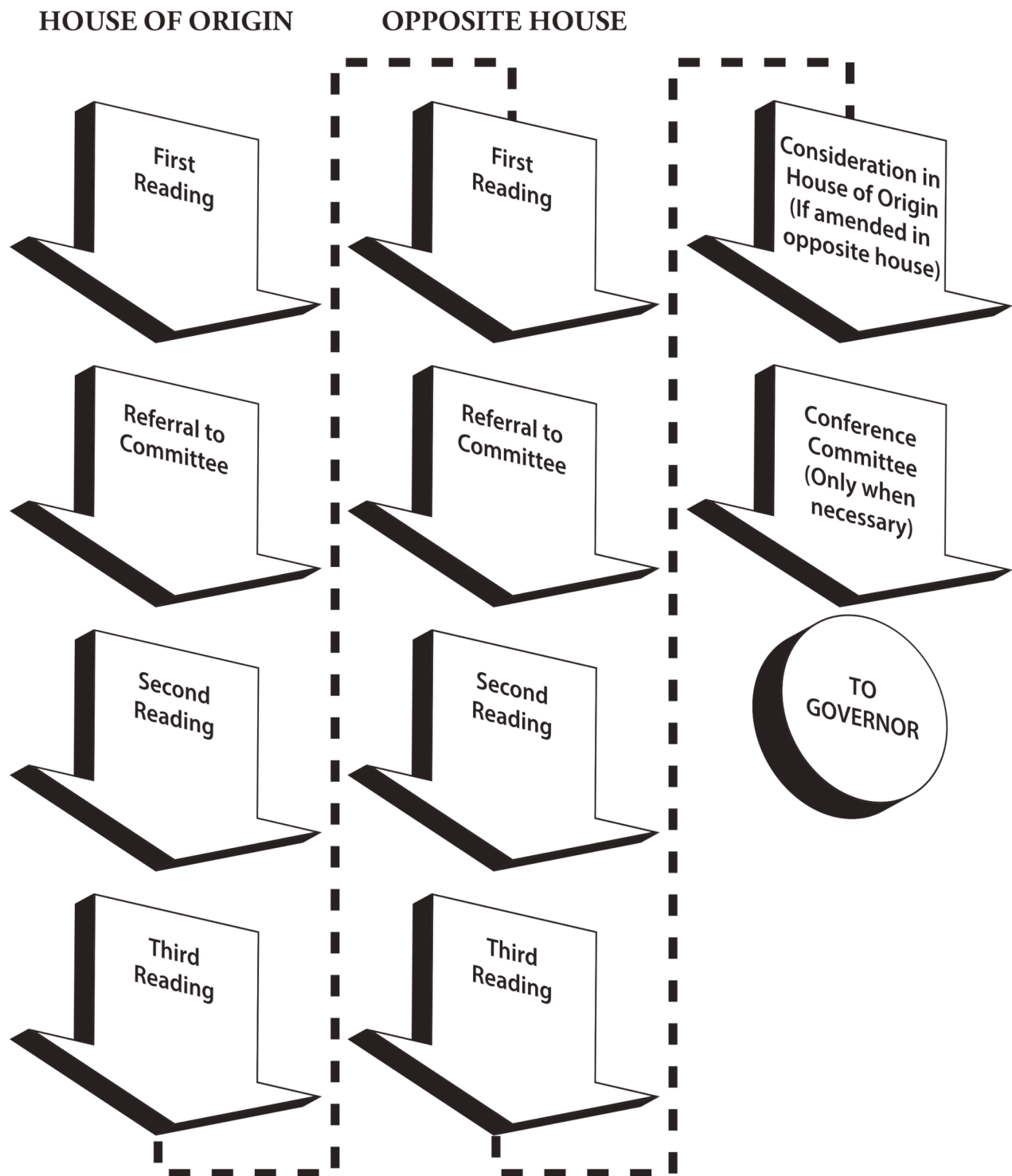
**Second Reading and Floor Consideration:** The bill is reported back to the floor by the committee with its recommendation (favorable, unfavorable, favorable with amendment, or rarely, no recommendation). If the bill is amended by the committee, a vote is taken on the

amendment, and if passed, another vote is taken on the bill as amended. Committee action may be reversed, but this is infrequent. Amendments can then be offered from the floor by any member. After all amendments are considered, the presiding officer orders the bill to be printed for its third and final reading.



*Electronic roll call recorders in the Senate and in the House of Delegates record each vote.  
(Photo by DLS Graphics Department)*

**Third Reading:** The bill must be printed in its final version with all amendments included for third reading. No amendments may be presented on third reading in the bill's chamber of origin, and the bill must be passed by a majority of the elected membership.



**Second Chamber:** The procedure follows a pattern identical to that of the chamber in which the bill originated, except amendments may be proposed during third reading, as well as during second reading. If a bill is not amended in the second chamber, final passage may occur without reprinting.

**Consideration of Bills Originating in One Chamber and Amended in the Second Chamber:** If amended in the second chamber the bill is returned to the chamber of origin, where a vote is taken on a motion to concur or reject the amendments. If concurrence is voted, a final vote is taken on the bill as amended, and action is complete. The bill is reprinted, or enrolled, to include the added amendments before it is presented to the Governor.

If the amendments are rejected, two courses of action are possible: 1) the amending chamber may be requested to withdraw its amendments, or 2) upon refusal to withdraw the amendments, either chamber may request a conference committee to resolve the differences between the two chambers.

**Conference Committee:** Three members from each chamber are appointed to a conference committee by the presiding officers to reach a settlement on the proposed legislation. A report of a conference committee goes back to both chambers to be adopted or rejected without amendment. If the conference committee report is adopted, the bill is voted upon for final passage in each house. If the conference committee report is rejected by either house, the conference committee may be directed to reconvene, new members may be appointed, or the bill fails.

**Presentation of Bills to Governor:** Except for constitutional amendments and the budget bill, presentation of all bills to the Governor is mandatory. The budget bill becomes law upon its final passage and cannot be vetoed. Bills must be presented to the Governor within 20 days after adjournment of a session, and in the case of such bills, the Governor may veto within 30 days after presentation. If the Governor does not veto a bill, it becomes law. The Governor may not veto a constitutional amendment.

**Veto Power:** The power to override a veto rests with the legislature. If a bill is vetoed during a regular session, the veto message is considered immediately. If a bill presented after the session is vetoed, the veto message must be considered immediately at the next regular or special session of the legislature, except that the legislature during the first year of a new term may not override a veto. A three-fifths vote of the elected membership in each house is necessary to override a veto.



# The Legislative Committees and Their Work

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## Committee Activities During a Legislative Session

Critical to the success of the legislative process is the work of the General Assembly's committees. The committees hold public hearings on legislation referred to them and explore each item thoroughly before recommending to the General Assembly the action it should take on each bill. There are several types of committees, some created by rule or resolution and others created by statute.

**Standing Committees** are the backbone of the legislative process. Each legislator is appointed by the presiding officer to one principal standing committee. Four standing committees in the Senate and six in the House of Delegates consider all statewide legislation. These committees hold hearings on proposed legislation and recommend to the General Assembly which legislation should pass and which should fail. Amendments, often substantial in nature, may be considered prior to passage.

**Select Committees** are the legislative delegations from a county, for example, the Montgomery County Delegation, or regional combinations of smaller counties, for example, the Eastern Shore Delegation. The select committees consider legislative matters of concern principally to their localities and recommend what is in their view the best course of action for the General Assembly.



*Senate Finance Committee Meeting Room, Miller Senate Office Building*

**Joint Committees** consist of members from both houses appointed by the presiding officers and may operate year-around. Included among the functions of these committees are oversight of budgetary and audit matters; ongoing review of executive rules and regulations; review of spending and economic trends; review of legislators' ethical conduct; consideration of federal state relations; and study of special issues of concern to the General Assembly.

**Conference Committees:** As indicated in the chart titled "Progress of a Bill," when the two houses are in disagreement as to the final form of a bill, a conference committee may be formed with three members appointed by the presiding officer of each house. The final version of the bill as reported by the conference committee is subject to approval of both houses, without change, for final passage.

**Committee of the Whole:** Either house may, by a majority vote, resolve itself into a Committee of the Whole to consider bills, resolutions, or other matters. The President of the Senate may act as chair of this committee or may appoint another member to sit in this capacity. The Speaker designates another member to serve as chair.

## **The Standing Committees and Their Work**

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Of all the committees or groups discussed above, those most significant to the legislative process are the standing committees. These committees make recommendations on nearly all proposals brought before the General Assembly, except local legislation which usually is handled by the select committees. Outlined below are the principal subject matter areas or types of legislation associated with each of the Senate and House standing committees.

### *In the Senate*

#### **Budget and Taxation**

Guy Guzzone, Chair

Jim Rosapepe, Vice Chair

3 West, Miller Senate Office Building

Telephone: 410-841/301-858-3690

State operating and capital budgets, including revenues and expenditures; supplementary appropriations bills; State and county bond initiatives; legislative budgetary procedures; taxation and property assessment matters; education financing; and public pension and retirement matters.

#### **Education, Health, and Environmental Affairs**

Paul G. Pinsky, Chair

Cheryl Kagan, Vice Chair

2 West, Miller Senate Office Building

Telephone: 410-841/301-858-3661

Licensing and regulation of businesses in general, including business, health, and related occupations and professions; alcoholic beverages; natural resources; agriculture and land preservation; environment; energy; ethics and election laws; veterans affairs; fire prevention; primary, secondary, and higher education policy; procurement; local government affairs; and State government organization and procedures.

### **Finance**

Delores G. Kelley, Chair  
 Brian J. Feldman, Vice Chair  
 3 East, Miller Senate Office Building  
 Telephone: 410-841/301-858-3677

Banks and other financial institutions; credit regulation and consumer financing; commercial law, including consumer protection; economic and community development; insurance; horse racing and lotteries; health and welfare matters, including substance abuse; social programs; State personnel issues; transportation; labor and employment; unemployment insurance; utility regulation; and workers' compensation.

### **Judicial Proceedings**

William C. Smith, Jr., Chair  
 Jeff Waldstreicher, Vice Chair  
 2 East, Miller Senate Office Building  
 Telephone: 410-841/301-858-3623

Criminal and civil laws, penalties and procedures; correctional facilities and services; family law; judicial administration and court structure; juvenile justice; law enforcement organizations; legal profession; legal rights and immunities; public safety; real property including landlord-tenant laws; trusts and estates; corporations and associations; constitutional amendments; human relations; and vehicle laws, including drunk driving.

### **Executive Nominations**

Ronald N. Young, Chair  
 Pamela Beidle, Vice Chair  
 4th Floor, Miller Senate Office Building  
 Telephone: 410-946/301-970-5510

Examines all nominations for appointments made by the Governor that require Senate confirmation. The committee reports its recommendations to the Senate, which subsequently votes to confirm or reject the nominees.

### **Rules**

Joanne C. Benson, Chair  
 Shelly Hettleman Vice Chair  
 State House Caucus Room, H-124, State House  
 Telephone: 410-841/301-858-3600

Considers proposals concerning the rules, organization, and procedures of the Senate or the legislature. The committee reviews legislation introduced after the bill deadline and decides whether to re-refer those bills to the appropriate standing committees for consideration.

*In the House of Delegates***Appropriations**

Maggie McIntosh, Chair

Mark S. Chang, Vice Chair

Room 121, Taylor House Office Building

Telephone: 410-841/301-858-3407

State operating and capital budgets; supplementary appropriations bills; State and county bond initiatives; higher education institutions; State and local agency procedures and programs; collective bargaining; social services; and State personnel and pension matters.

**Economic Matters**

C.T. Wilson, Chair

Brian M. Crosby, Vice Chair

Room 231, Taylor House Office Building

Telephone: 410-841/301-858-3519

Banks and other financial institutions; commercial law, including consumer protection; corporations and associations; business regulation; business occupations and professions; economic development; electronic commerce; insurance regulation, except health insurance; labor and employment; unemployment insurance; utility regulation; workers' compensation; and alcoholic beverages.

**Environment and Transportation**

Kumar P. Barve, Chair

Dana M. Stein, Vice Chair

Room 251, Taylor House Office Building

Telephone: 410-841/301-858-3990

Agriculture, natural resources, and environmental issues, including agricultural land preservation, program open space, and vehicle emissions; ethics; housing, landlord and tenant, and real property, including lead paint; local government, including land use; and transportation, including highways, bridges, mass transit, and vehicle laws.

**Health and Government Operations**

Shane E. Pendergrass, Chair

Joseline A. Peña-Melnyk, Vice Chair

Room 241, Taylor House Office Building

Telephone: 410-841/301-858-3770

Health facilities, equipment, and products; long term care; public health, including Medicaid; health insurance; health occupations and professions; and State government organization, procedures, and operations; procurement and human relations.



**Judiciary**

Luke Clippinger, Chair

David Moon, Vice Chair

Room 101, Taylor House Office Building

Telephone: 410-841/301-858-3488

Judicial administration and court structure; legal profession; correctional facilities and services; criminal and civil laws, penalties, immunities, and procedures; juvenile justice; public safety; family law; estates and trusts; administrative law; and drunk and drugged driving and incarcerable motor vehicle offenses.

**Ways and Means**

Vanessa E. Atterbeary, Chair

Alonzo T. Washington, Vice Chair

Room 131, Taylor House Office Building

Telephone: 410-841/301-858-3469

State and local taxation matters, including assessments and tax credit programs; education financing; primary and secondary education programs; elections; funding of transportation programs; lottery and horse racing; and issues relating to children, youth, and families.

**Rules and Executive Nominations**

Anne Healey, Chair

Marvin E. Holmes, Jr., Vice Chair

State House, Room H-4

Telephone: 410-841/301-858-3916

Combined functions of the Senate Rules and Senate Executive Nominations committees. The House of Delegates is required to consider relatively few executive nominations as mandated by statute.

## **The Interim - Committee Work Between Sessions**

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Many people associate the work of the General Assembly only with the activities of the 90-day session, which runs January through mid April. However, during the months May through December, the period between sessions known as the "legislative interim," there are many other important activities.

Central to the General Assembly's work during the legislative interim is the Legislative Policy Committee, a group which includes the President of the Senate, the Speaker of the House of Delegates, the majority and minority leaders from each house, and the chairman of each of the Assembly's standing committees. The committee coordinates and supervises interim activities through assignment of topics to the standing committees and to special joint committees and task groups created by the committees to study specific issues.

There are also numerous joint statutory committees that meet during the interim, such as: the Joint Committee on Administrative, Executive, and Legislative Review; Joint Audit and Evaluation Committee; Joint Committee on Chesapeake and Atlantic Coastal Bays Critical Area; Joint Committee on Children, Youth, and Families; Joint Committee on Cybersecurity, Information Technology, and Biotechnology; Joint Committee on Ending Homelessness; Joint Committee on Fair Practices and State Personnel Oversight; Joint Committee on Federal Relations; Joint Committee on Gaming Oversight; Joint Committee on Legislative Ethics; Joint Committee on Legislative Information Technology and Open Government; Joint Committee on the Management of Public Funds; Spending Affordability Committee; Joint Committee on Unemployment Insurance; and the Joint Committee on Workers' Compensation Benefit and Insurance Oversight.

The interim's more relaxed pace allows the committees and study groups to meet and consider issues and legislative proposals in more detail than time and work schedules permit during regular sessions of the General Assembly. It also allows time for legislators to gain first-hand knowledge of the operational functions of State government by making site visits to State agencies, transportation facilities, hospitals, correctional institutions, recreation areas, colleges and universities, and general government offices.

Throughout the interim a committee hearing schedule is published on the General Assembly's website and provides specific meeting dates, times, locations, and subject matter being discussed. For the convenience of the public, legislators, and staff, these meetings are usually arranged so that the standing committees meet one week and the statutory and special committees and task forces meet the next week.

The findings of these groups, and the related studies completed by legislative staff, are published in reports at the end of the interim. These reports may be accompanied by draft legislation to be introduced during the ensuing 90-day session. Copies of reports produced by the many interim groups are available from Library and Information Services, Department of Legislative Services (410-946/301-970-5400).

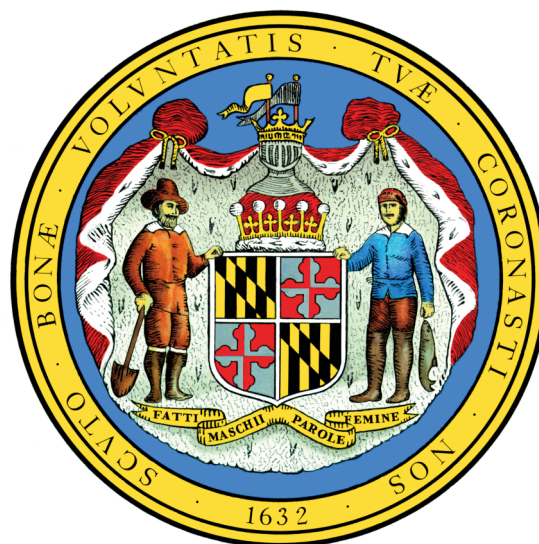
410-946/301-970-5400. Library and Information Services provides reference, research, and information services to the General Assembly, legislative staff, other government agencies, visitors and telephone callers. It also provides tours of the legislative complex by appointment. Founded in 1916, the Library's collection now includes over 140,000 volumes including the *Laws of Maryland* since 1637.

## The Great Seal of Maryland

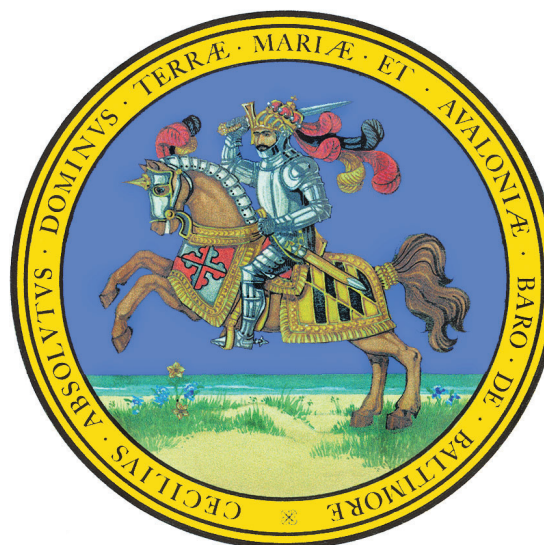
The Great Seal of Maryland is used by the Governor and the Secretary of State to authenticate Acts of the legislature and for other official purposes. The first Great Seal was sent from England shortly after settlement of the Colony. It remained in use, although slightly altered, until the Revolution. Maryland then adopted a new seal similar in form and spirit to those of other states. One hundred years later, the State of Maryland readopted its old seal (Joint Resolution No. 5, Acts of 1876).

The reverse consists of an escutcheon, or shield, bearing the Calvert and Crossland arms quartered. Above is an earl's coronet and a full-faced helmet. The escutcheon is supported on one side by a farmer and on the other by a fisherman. It symbolizes Lord Baltimore's two estates: Maryland and Avalon in Newfoundland. The Calvert motto on the scroll is "*Fatti maschii parole femine*," usually translated "strong deeds, gentle words." The Latin legend on the border, (the last verse of Psalms 5 from the Vulgate) is translated "with favor wilt thou compass us as with a shield." The date, 1632, refers to the year the Maryland Charter was granted to Cecilius Calvert, second Lord Baltimore.

The obverse of the seal shows Lord Baltimore as a knight in full armor mounted on a charger. The inscription translated is "Cecilius, Absolute Lord of Maryland and Avalon, Baron of Baltimore."



REVERSE



OBVERSE