

ASSEMBLY INSURANCE COMMITTEE

Lisa Calderon, Chair

COMMITTEE RULES

2025-2026 Regular Session

The Committee will operate under the Joint Rules and the Standing Rules of the Assembly.

Committee hearings are regularly scheduled, as provided in the file. Committee schedules are subject to change at the discretion of the Speaker. A majority of the Committee membership shall constitute a quorum.

COMMITTEE BACKGROUND WORKSHEET

When a bill is referred to the Committee, the Committee Secretary shall email to the author's office a worksheet ("Background Information Request") to be completed prior to the preparation of the Committee analysis. The Chair may withhold setting the bill for hearing until the worksheet is completed and returned to the Committee Secretary. To allow adequate time for Committee staff to analyze the bill, all Committee worksheets shall be returned to the Committee no later than seven calendar days after delivery to the author's office. While electronic copies emailed to the Committee Consultant are appreciated, this requirement is not satisfied unless the background worksheet is returned to the Committee Secretary.

SETTING BILLS

1. For a non-substantive bill pending referral, which the author anticipates will be referred to this Committee, the author must provide the Committee with author's amendments when they are provided to the Rules Committee. Failure to do so may result in a bill not being set for hearing.
2. Initial Referral to Committee: No bill may be set until it has been referred to the Committee.
[Assembly Rule 56]
3. "30-day Print": No bill may be heard or acted upon until it has been in print for 30 days.
[Joint Rule 55] Joint Rule 55 may be suspended concurrently with the suspension of Section 8(a) of Article IV of the Constitution.
4. Notice: A bill being heard in the Committee of first reference in the Assembly must be noticed in the Daily File for four days prior to a hearing. The file notice requirement for

other bills is two days prior to the hearing. The notice requirement can be waived by a majority vote of the House.

[Joint Rule 62(a)]

5. Three-sets: A bill may be "set" for a hearing in the Committee only three times. A bill is "set" for the purposes of this subsection whenever notice of the hearing has been published in the Daily File for one or more days. If a bill is set for hearing and the Committee, on its own initiation and not the author's, postpones the hearing on the bill or adjourns the hearing while testimony is being taken, such hearing shall not be counted as one of the three times a bill may be set. If the hearing notice in the file specifically indicates that "testimony only" will be taken, such hearing shall not be counted as one of the three times a bill may be set. [Joint Rule 62(a)]
6. Setting of Bills by Subject Matter: Bills may be placed on the Committee calendar at the discretion of the Chair. When more than one bill before the Committee deals with like subject matter, the Chair may schedule such bills on the basis of like subject matter groupings for a special hearing at a time convenient for the authors. [Assembly Rule 56]

TWO YEAR BILLS

The Committee will issue a memorandum concerning two-year bills during the interim recess. Any information or document requested must be returned by the designated deadline; failure to do so will result in the measure not being scheduled for a hearing.

COMMITTEE ANALYSIS

A Committee analysis is required for every bill set for a hearing. Analyses shall be available to the public at least one working day prior to the hearing. (A "working day" is defined as a day on which the Assembly File is published.) In the case of special meetings, analyses shall be available to the public, at least, at the beginning of the hearing.

[Assembly Rule 56.5]

ORDER OF AGENDA

1. Bills set for hearing shall be heard in file order, or subject to the Chair's discretion.
2. Bills of the Committee members shall be taken up after all other authors present have taken up their measures.
3. The consent calendar may be taken up as determined by the Chair.

4. When the Chair finds another order of business would be more expedient, measures may be taken up out of order or set as a special order of business.
5. If a bill is to be presented by someone other than the author, it will be taken up at the end of the grouping of like subject matter bills after all authors (including those temporarily "passed over" and Committee members) have been accommodated. Anyone other than the author who is to present the bill must have an "authorization" letter from the author. In the absence of a letter, a member of the Committee may present the bill, at the Chair's discretion. A lobbyist, sponsor, or supporter shall not present a bill before the Committee under any circumstances.

COMMITTEE CONSENT CALENDAR

1. The Chair may, prior to a hearing, propose to recommend bills for consideration on the consent calendar.
2. Any member of the Committee may request that a bill be removed from the consent calendar. Upon such request, the Chair shall remove the bill from the consent calendar and place the bill on the regular calendar.
3. The Committee may recommend that an uncontested bill be placed on the consent calendar of the Assembly Floor or of a subsequent Committee if:
 - (a) The bill was approved by unanimous vote of the members present, provided a quorum is present;
 - (b) No opposition was expressed by any person at the hearing with respect to the bill as finally approved by the Committee, and;
 - (c) The author, prior to final action by the Committee, requested that the bill be placed on consent.

AMENDING BILLS

1. Pre-hearing Author's Amendments: At the time amendments are submitted to Legislative Counsel, the author's office shall provide a copy of the Legislative Counsel request to the Committee Secretary.
2. Author's amendments in "Legislative Counsel form" shall be submitted to the Committee Secretary by noon (12:00 p.m.) at least seven calendar days preceding a scheduled hearing. For example, author's amendments shall be submitted to the Committee Secretary no later than noon (12:00 p.m.) on Wednesday of the week preceding a scheduled Wednesday hearing.

3. When substantive amendments are submitted within seven calendar days of a scheduled hearing, the bill shall be held over until the next hearing, unless this requirement is waived by the Chair. The Chair shall determine whether an amendment is substantive.
4. Amendment Offered in Committee: If an author offers amendments at the hearing, and the amendments are substantive, the Chair may put the bill over until the next hearing to allow adequate time for Committee staff to reanalyze the bill and provide an updated analysis to the Committee members. The Chair shall determine whether an amendment is substantive. Otherwise, the Chair shall generally characterize the amendments being voted upon prior to the roll being called. Committee staff shall be responsible for preparing any amendments adopted in the Committee.
[Assembly Rule 67 and 68.5]
5. Amendments submitted by the author for adoption prior to the hearing pursuant to paragraphs 2 and 3 are subject to the approval of the Chair. [Assembly Rule 68]
6. Urgency clauses: A bill may not be amended to add an urgency clause unless the author of the amendment has secured the approval of the Rules Committee of the house in which the amendment is proposed.
[Joint Rule 58]

Adoption of urgency clause amendments require a vote by the Committee and cannot be done through "author's amendments" prior to the Committee hearing.

MEETINGS

1. Open Meetings: All Committee meetings, except for an authorized closed session, shall be open and public, and all persons shall be allowed to attend the meetings.
[Assembly Rule 11.3]
2. Time and Place: The Committee shall meet at its regularly scheduled time, unless otherwise permitted by the Speaker.
[Assembly Rule 56]
3. A Committee may hear the subject matter of a bill or convene for an informational hearing during a recess provided a four-day file notice is given prior to the hearing.
[Joint Rule 60(b)]
4. The Committee may not act on a bill at a hearing held outside of Sacramento.
[Joint Rule 60(a)]

5. Special Meeting: A special meeting shall be held in an area "readily accessible to the public" and not in the Assembly Chamber during Floor Sessions.
[Assembly Rule 56]
6. Chair as the Lead Author: The Chair shall not preside at a hearing on a bill if the Chair is the sole author or the lead author of the bill.
[Assembly Rule 56]
7. Presiding in the Absence of the Chair: In the absence of the Chair, or when the Chair is presenting a bill, the Vice Chair shall preside. In the absence of both, the Chair and Vice Chair, another member designated by the Chair shall preside. Any member leaving the Committee for any reason shall advise the Chair where the member can be reached.
8. Limitation on Testimony: When it's necessary, due to the number or complexity of the bills on the agenda at a hearing, to limit testimony on one or more of the bills in order to ensure that all of the bills on the agenda have a fair and reasonable opportunity to be presented by the author and heard and discussed by the Committee, the Chair, in the Chair's discretion, may: 1) limit duplicative testimony; 2) limit the number of witnesses appearing in support or opposition to a bill; or 3) limit the time allotted to the presentation of testimony on a bill provided that both support and opposition receive equitable time for their presentation.

VOTING

1. Quorum: A majority of the entire Committee membership constitutes a quorum. A quorum is necessary to take action or to adopt amendments.
[Assembly Rule 57, Joint Rule 62(c)]

If a quorum is not present, the Chair may start the hearing as a subcommittee, subject to both Assembly and Joint Rules. The subcommittee may receive testimony and may recommend action on an issue to the majority of the Committee.

If a member is disqualified from voting because of a conflict of interest, there shall be no change in the "quorum requirements" or the number of affirmative votes required to report a bill out of Committee.
[Assembly Rule 57]

2. Voting on Bills: Voting on bills shall be by roll call vote which shall show "Ayes," "Noes," "Members Absent," and "Not Voting."
[Assembly Rule 58.5]

A majority of the Committee membership is required to report a bill out of Committee.
[Assembly Rule 58.5]

3. Voting on Amendments: A quorum is required to be present for there to be a vote on amendments. A roll call vote is required to adopt amendments in Committee. Amendments shall be approved by a majority of those present and voting.
[Assembly Rules 57 and 67]
4. Amended Bills in Print: When a bill is amended and the amended version is not in print, the Committee may act on the bill only if the Chair determines that the effect of the amendment can be readily understood by the Committee and audience.
[Assembly Rule 68.5]
5. Substitution of Prior Roll Call: The Committee may, upon unanimous consent of the Committee members present, substitute a prior roll call, provided that the Committee members whose votes are substituted are present at the time of the substitution.
[Joint Rule 62(c)]
6. Call of the Committee: Before the announcement of the vote, upon the request of any member of the Committee, the Chair may announce that the bill is being placed on call. At the discretion of the Chair, the call may be lifted for members to record their votes. After the announcement of the vote, the Chair may announce that members may record any vote adds/or changes prior to adjournment, so long as the outcome of the vote is not thereby changed.
7. Vote Adds and Changes: Once the roll is closed and the final vote on a motion is announced, any member of the Committee may change or add their vote to the roll prior to adjournment of the hearing, unless the change or addition would affect the announced outcome of the motion.
[Assembly Rule 55, Assembly Rule 106]
8. A motion shall require a second. However, a second is not required where the Chair makes a motion that begins with the words “Without objection.” If any member objects, the motion is automatically withdrawn.

RECONSIDERATION

1. Reconsideration may be granted only one time.
[Joint Rule 62(a)]
2. A motion to reconsider can be made only under the following circumstances:
 - (a) At the same meeting at which the bill is heard and the author is present; or,

- (b) Within 15 legislative days of the meeting at which the bill was defeated or prior to the interim study joint recess, whichever occurs first, in which case the same file notice is required as for setting a bill.
[Joint Rule 62(a)]

Authors seeking reconsideration under this subsection shall notify the Committee Secretary in writing in order for that notice of reconsideration to be published in the file.

3. **Vote Required for Reconsideration:** Reconsideration may be granted by unanimous consent, or if any Committee member objects, a majority vote of the Committee membership. A roll call vote is necessary.
[Assembly Rule 57.1 and Joint 62(a) and 62(c)]

LETTERS OF SUPPORT AND OPPOSITION

1. Letters of support and opposition must be received by noon (12:00 p.m.) at least seven calendar days preceding the next hearing in order for the letters to be listed in the analysis.
2. Letters of support and opposition received after the above-mentioned deadline may be listed separate from the analysis and identified as "Late Support and Opposition." Every effort will be made to communicate late support and opposition to members of the Committee.
3. Letters of support and opposition must be received on letterhead that includes name, mailing address and telephone number identifying the organization or individual expressing support or opposition.

COMMITTEE BILLS

1. **Introduction:** The Committee may introduce a bill germane to any subject within the proper consideration of the Committee in the same manner as any member. A majority of the members of the Committee, including the Chair, must provide written confirmation of intent to author a Committee bill.
[Assembly Rule 47(f)]

If all members of the Committee agree to author a bill, at the option of the Chair, the Committee members' name need not appear as authors in the heading of the printed bill.

2. **Omnibus Bills:** The Committee may introduce one or more omnibus bills germane to any subject within the proper jurisdiction of the Committee. Any such omnibus bill shall include only provisions determined by the Committee to be technical, non-substantive, or otherwise non-controversial. In the event that a provision included in the bill is later

deemed by the Chair to be controversial, or upon the request of any member of the Committee, it shall be deleted from the bill.

OVERSIGHT

1. The Committee may hold joint oversight hearings with one or more Assembly or Senate Committees on matters within the jurisdiction of the Committee.
2. The Chair may recommend to the Speaker the creation of oversight subcommittees to conduct detailed investigations of the performance and effectiveness of state agencies and programs that come within the scope of the Committee's jurisdiction. Such subcommittees shall make periodic reports to the full Committee on the progress of their oversight activities.
[Assembly Rules 11.5 and 55]
3. Whenever reports submitted by the Legislative Analyst or the State Auditor are referred to the Committee, any legislative recommendations contained therein may be placed on the Committee's agenda for appropriate action.

SUBCOMMITTEES

1. The Speaker may, pursuant to the Assembly rules, create subcommittees for the in-depth study of a particular bill or subject matter. Bills may be assigned to the subcommittees as deemed proper by the Chair. A subcommittee shall hear a bill assigned pursuant to this provision within a reasonable amount of time in order to allow the full Committee sufficient time to hear the bill. A subcommittee shall report the bill to the full Committee with a recommendation of "do pass" or "hold in Committee." A subcommittee shall not have the authority to hold a bill in subcommittee.
2. Subcommittees will operate under the same rules as the full Committee.
[Assembly Rule 58.5]

EXECUTIVE REORGANIZATION PLANS

1. Executive Reorganization Plans referred to the Committee pursuant to Government Code Sec. 12080 shall be considered in the same manner as a bill.
2. After consideration, and at least 10 days prior to the end of the 60-day period specified in Government Code Sec. 12080.5, the Committee shall forward a report to the Assembly Floor which may include the Committee's recommendation on whether or not to allow the plan to take effect.

3. Possible Committee actions with respect to a reorganization plan include:
 - (a) Recommend that the Assembly take no action, thus permitting the plan to take effect.
 - (b) Recommend that the Assembly adopt a resolution disapproving of the plan and preventing it from taking effect.
 - (c) Make no recommendation.
[Government Code Sections 12080(c), 12080.2, and Assembly Rule 55]

REVIEW OF ADMINISTRATIVE REGULATIONS

1. Committee staff may review all proposed administrative rules and regulations contained in the Notice Supplement of the California Regulatory Notice Register, which pertain to agencies and programs within the scope of the Committee's jurisdiction.
[Joint Rule 37.7]
2. The committee staff may review each administrative rule or regulation for conformity with the enabling statute and with legislative intent. Rules or regulations that do not appear to be based on statutory authority or that do not appear to be consistent with legislative intent may be placed on the Committee's agenda for appropriate action.
[Joint Rule 37.7]

COMMITTEE RULES

These rules may be suspended or changed, or additional rules adopted, by a majority vote of the Committee consistent with the Joint Rules and the Rules of the Assembly.