OPEN HEARINGS AND MEETINGS

Rule 3(a). Hearings and business meetings of the Committee shall be open to the public except when the Chairman by a majority vote orders a closed hearing or meeting.

(b). Except as otherwise provided in the Rules, the record or electronic recording shall be kept of each hearing and business meeting of the Committee.

HEARING PROCEDURE

Rule 4(a). Public notice, including notice to Members of the Committee, shall be given of the date, place, and purpose of any hearing to be held by the Committee at least one week in advance of such hearing unless the Chairman of the Committee, with the concurrence of the Vice Chairman, determines that holding the hearing would be non-essential or that special circumstances require an expedited hearing.

(b). The Chairman shall have authority by way of electronic mail, at least two (2) business days prior to a hearing, in a format determined by the Chairman and sent to an electronic mail address specified by the Committee. In the event a federal witness fails to timely file the written statement in accordance with this rule, the federal witness shall testify as to the reason the testimony is late.

(c). Each Member shall be limited to five (5) minutes to present testimony by any witness until such time as all Members attending who desire have had an opportunity to question the witness unless the Committee shall decide otherwise.

(d). The Committee, in consultation with the Vice Chairman, may authorize remote hearings via video conference.

BUSINESS MEETING AGENDA

Rule 5(a). A legislative measure or subject shall be included in the agenda of the next hearing of the Committee if a written request by a Member for consideration of the subject has been filed with the Chairman of the Committee at least one week prior to such meeting. Nothing in this rule shall be construed to limit the authority of the Committee to include legislative measures or subjects on the Committee agenda in the absence of such request.

(b). Any bill, resolution, or other matter to be considered by the Committee at a business meeting shall be filed with the Clerk of the Committee, notice of, and the agenda for, any business meeting shall be included in the agenda of the Committee, and a copy of any bill, resolution, or other matter to be considered at the meeting, shall be provided to each Member and made available to the public by the Committee unless an electronic mail address is specified by the Committee. In the event a federal witness fails to timely file the written statement in accordance with this rule, the federal witness shall testify as to the reason the testimony is late. The Committee report on the measure in accordance with Senate Rule XXVI 10.

(c). A Committee vote to report a measure shall be taken upon the request of any Member, and action a sworn statement of facts relating to the measure with the agreement of the Ranking Minority Member. Any measurement of a majority of the Members of the Committee at a business meeting called for the purpose of making such a determination.

DEFAMATORY STATEMENTS

Rule 14. Any person whose name is mentioned or who is specifically identified in, or who believes that testimony or other evidence presented at, an open Committee or Subcommittee hearing tends to defame him or her or otherwise adversely affect his or her reputation may file with the Committee for its consideration and action a sworn statement of facts relating to such testimony or evidence.

BROADCASTING OF HEARINGS OR MEETINGS

Rule 15. Any meeting or hearing by the Committee or any Subcommittee which is open to the public may be covered in whole or in part by way of summary, unless authorized by a majority of all the Members of the Committee in a business meeting called for the purpose of making such a determination.
be covered in whole or in part by television, Internet, radio broadcast, or still photography. Photographers and reporters using mechanical recording, filming, or broadcasting equipment shall so position their equipment so as not to interfere with the sight, vision, and hearing of Members and staff on the dais or with the orderly process of the meeting or hearing.

AUTHORIZING SUBPOENAS
Rule 12. The Chairman may, with the agreement of the Vice Chairman, or the Committee may, by majority vote, authorize the issuance of subpoenas.

AMENDING THE RULES
Rule 13. These rules may be amended only by a vote of a majority of all the Members of the Committee in a business meeting of the Committee. Provided, that no vote may be taken on any proposed amendment unless such amendment is reproduced in full in the Committee agenda for such meeting at least seven (7) days in advance of such meeting.

SENATE COMMITTEE ON HOMELAND SECURITY AND GOVERNMENTAL AFFAIRS RULES OF PROCEDURE
Mr. PETERS. Mr. President, rule XXVI, paragraph 2, of the Standing Rules of the Senate requires each committee to adopt rules to govern the procedure of the committee and to publish those rules in the CONGRESSIONAL RECORD. The Senate Rules, not later than March 1 of the first year of each Congress, Today, the Committee on Homeland Security and Governmental Affairs adopted committee rules of procedure.

Consistent with Standing Rule XXVI, I ask unanimous consent to have a copy of the rules of procedure of the Committee on Homeland Security and Governmental Affairs printed in the CONGRESSIONAL RECORD.

There being no objection, the material was ordered to be printed in the RECORD, as follows:

RULES OF PROCEDURE OF THE COMMITTEE ON HOMELAND SECURITY AND GOVERNMENTAL AFFAIRS
Pursuant to Rule XXVI, SEC. 2, STANDING RULES OF THE SENATE
RULE 1. MEETINGS AND MEETING PROCEDURES
A. Meeting dates. The Committee shall hold its regular meetings on the first Wednesday of each month, when the Congress is in session, or at such other times as the Chair shall determine. Additional meetings may be called by the Chair as the Chair deems necessary to expedite Committee business. (Rule XXVI, SEC. 3, Standing Rules of the Senate.)

B. Calling special Committee meetings. If at least three Members of the Committee desire the Chair to call a special meeting, they may file in the offices of the Committee a written request therefor, addressed to the Chair. Immediately thereafter, the clerk of the Committee shall notify the Chair of such request. If, within 3 calendar days after the filing of such request, the Chair fails to call the requested special meeting, which is to be held within 10 calendar days after the filing of such request, a majority of the Committee Members may file in the offices of the Committee their written notice that a special Committee meeting shall be held, specifying the date and hour thereof, and the Committee shall meet on that date and hour. Immediately upon the filing of such notice, the Committee chief clerk shall notify all Committee Members that such special meeting will be held and inform them of its date and hour. (Rule XXVI, SEC. 3, Standing Rules of the Senate.)

C. Meeting notices and agenda. Written notices of Committee meetings, accompanied by an agenda, specifying the business to be considered, shall be sent to all Committee Members at least 5 calendar days in advance of such meetings, excluding Saturdays and Sundays, in which the Senate and the Committee is not in session. The written notices required by this Rule may be provided by electronic mail. In the event that unforeseen circumstances render advance notification or business unfeasible, sufficient notice of either the meeting or agenda, the Committee shall communicate such notice and agenda, or any revisions to the agenda, as soon as practicable by telephone or otherwise to Members or appropriate staff assistants in their offices.

D. Open business meetings. Meetings for the transaction of business shall be conducted in open session, except for series of meetings on the same subject for a period of no more than 14 calendar days may be closed to the public on a motion made and seconded on the floor. The motion to close shall be decided by a majority of the Committee or Subcommittee Members when it is determined that the matters to be discussed or the testimony to be taken at such meeting or meetings—

(1) will disclose matters necessary to be kept secret in the interests of national defense or the confidential or foreign relations of the United States; or

(2) will relate solely to matters of Committee or Subcommittee staff personnel or internal staff management or procedure;

(3) will tend to charge an individual with crime or misconduct, to disgrace or injure the professional standing of an individual, or otherwise cause an individual to public contempt or obloquy or will represent a clearly unwarranted invasion of the privacy of an individual;

(4) will disclose the identity of an informant or law enforcement agent or will disclose any information relating to the investigation or prosecution of a criminal offense that is required to be kept secret in the interests of effective law enforcement;

(5) will disclose information relating to the trade secrets of financial or commercial information pertaining specifically to a given person—

(A) an Act of Congress requires the information to be kept confidential by Government officers or employees; or

(B) the information has been obtained by the Government on a confidential basis, other than through an application by such person for a specific Government financial or other benefit, and is required to be kept secret in the interests of national security; or

(C) the information is actually present.

Prior to notice of any meeting, the committee, by no later than 4:00 p.m. two calendar days before the meeting of the Committee or Subcommittee at which the amendment is to be proposed, and, in the case of a first degree amendment in the nature of a substitute proposed by the manager of the amendment, by no later than 4:00 p.m. five calendar days before the meeting. The written copy of amendments in the first degree required by this Rule may be provided by electronic mail. This subsection may be waived by a majority of Members present, or by consent of the Chair and Ranking Minority Member of the Committee or Subcommittee. This subsection shall apply only when at least 5 calendar days written notice of a session to mark-up a measure is provided to the Committee or Subcommittee Members. (Rule XXVI, SEC. 5(e), Standing Rules of the Senate.)

F. Meeting transcript. The Committee or Subcommittee shall prepare and keep a complete transcript or electronic recording adequate to fully record each meeting or to enable any Member or subgroup of Members to reconstruct any meeting whether or not such meeting or any part thereof is closed to the public, unless a majority of the Committee or Subcommittee Members vote to forego such a record. (Rule XXVI, SEC. 5(e), Standing Rules of the Senate.)

RULE 2. QUORUMS
A. Reporting measures and matters. A majority of the Members of the Committee shall constitute a quorum for reporting to the Senate any measures, matters or recommendations. (Rule XXVI, SEC. 7(a)(1), Standing Rules of the Senate.)

B. Transaction of routine business. One-third of the membership of the Committee shall constitute a quorum for the transaction of routine business. Rule 7(a)(1) of the Standing Rules of the Senate provides that one Member of the Minority is present. For the purpose of this paragraph, the term “routine business” includes the convening of a meeting and the consideration of subpoenas or any business of the Committee other than reporting to the Senate any measures, matters or recommendations. (Rule XXVI, SEC. 7(a)(1), Standing Rules of the Senate.)

C. Taking testimony. One Member of the Committee shall constitute a quorum for taking sworn or unsworn testimony. (Rule XXVI, SEC. 7(c)(2), Standing Rules of the Senate.)

D. Subcommittee quorums. Subject to the provisions of sections 7(c)(1) and 7(c)(2) of Rule XXVI of the Standing Rules of the Senate, the Subcommittees of this Committee are authorized to establish their own quorums for the transaction of business and the taking of sworn testimony.

E. Proxies prohibited in establishment of quorum. Proxies shall not be considered for the establishment of a quorum. (Rule 2. VOTING)

A. Quorum required. Subject to the proviso of subsection (e), no vote may be taken by the Committee, or any Subcommittee thereof, unless a quorum of the Senate is actually present.