



House of Representatives State of Tennessee

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OF REPRESENTATIVES

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CHIEF CLERK
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To our Readers:

This is a “working copy” of the Legislative Manual for the Tennessee House of Representatives, 108th General Assembly.

Based on numerous requests for Legislative information, we felt that it was necessary to compile a manual that incorporates the various aspects involved in the legislative process. Some of the information in this Manual is in direct response to inquiries frequently made by legislators, staff, and the public. Other portions contain information we felt would be helpful or of interest to our readers. It is by no means exhaustive. As the manual evolves over time, we hope to include additional information based on responses we receive from readers.

In addition to this manual, more information is available on our website at www.capitol.tn.gov. From our website, you can access information from our current and previous House Journals, previous Legislative Manuals, Research Reviews as well as educational activities. Live video streaming of Budget hearings and House floor sessions can also be accessed through our website.

Should your review of this working copy reveal that any information is inaccurate or needs to be updated, please feel free to contact us. Readers should be aware that the legislative process is continually evolving. Rules, procedures, policies, and personnel can change. Any comments you have will be welcome.

We hope you find this Manual helpful.

Prepared by the
Office of the Chief Clerk,
Tennessee House of Representatives

Tenth Working Edition, January, 2013
108th General Assembly

LEGISLATIVE MANUAL

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BRANCHES OF TENNESSEE STATE GOVERNMENT

Under the Constitution of Tennessee, the powers of Tennessee State Government are divided into three distinct or separate, but equal, branches or "departments": the Legislative, the Executive, and the Judicial. (Likewise, under the Constitution of the United States, federal government is divided into the same three branches.) None of the powers properly belonging to one branch can be exercised by any person in either of the other two branches -- "separation of powers".

THE EXECUTIVE BRANCH

"The Supreme Executive power of this State shall be vested in a Governor," according to Article III of the Constitution of Tennessee. The Governor is the highest state official. He heads the executive branch of the state government, and in this capacity as chief executive he is generally held accountable for overall administration during his term of office. He must see that the laws are enforced, that the taxes are collected, and that public money is wisely spent.

He is the recognized leader of all the citizens in the State, and in addition, is the state leader of his political party. As such, the Governor has a strong voice in shaping the policies of the national party of which he is a member. The Governor is the spokesman for all the people of Tennessee in national matters and their representative where a single voice is needed in matters of concern outside the boundaries of the State.

The Governor is commander-in-chief of the "Army and Navy of this state" and of the Tennessee National Guard. The Governor has the power to grant reprieves and pardons, except in cases of impeachment.

The Governor is elected by the people of the state, specifically by the electors of the members of the General Assembly. He must be at least 30 years of age, a citizen of the United States, and a citizen of Tennessee seven years preceding his election. The Governor's term is four years, and he holds office until a successor is elected and qualified. Tennessee governors can now serve for additional four-year terms but are limited to no more than two consecutive terms. The succession provision was added to the Constitution in 1978 while the governor's term was increased from two to four years in 1953. The Governor is paid a salary of \$170,340 and is furnished an official residence and expenses for its operation.

While the General Assembly has the sole power to pass bills, the Governor must receive every bill before it can become law. He then has the right to approve a bill by signing it into law; he can refuse to sign a bill, returning it with his objections in writing to the house in which the bill originated (that is, he can veto the bill); or he can fail to return a bill with his objections during the ten-day period he has to consider a bill after it is presented to him and the bill will become law without his signature. Every joint resolution, except those dealing with adjournment of the General Assembly and those proposing specific amendments to the Constitution (such as the tax relief for the elderly, low-income homeowner proposal which was approved by the electorate in November of 1982) must likewise be presented to the Governor for his consideration.

He has veto powers on joint resolutions as well as on bills. In addition, the Governor may reduce or disapprove sums of money appropriated in bills, while approving other portions of such bills. The portions approved become law, while the portions reduced or disapproved are void to the extent reduced or disapproved unless both houses of the General Assembly "override" such "item vetoes" by re-passing the bill or specific item, the Governor's objections to the contrary notwithstanding. A majority of the members to which each body is entitled is required to override veto (50 of the 99 members of the House and 17 of the 33 members of the Senate).

The Governor also has the right to call a special session of the legislature and to appoint judges and chancellors to fill vacancies caused by death or resignation.

To assist him in the operation of the government, the Governor appoints commissioners to head the various departments. These commissioners, plus some of the highest ranking members of the Governor's own staff, constitute the "Governor's Cabinet." Commissioners do not receive legislative confirmation. They report directly to him or to him through one of his staff members. While the commissioners are located in offices generally near Capitol Hill, the Governor and his staff are located on the ground and first floors of the Capitol.

If a vacancy occurs in the office of Governor during the first 18 months of the term, the person succeeding to the office vacated holds office until a successor is elected for the remainder of the original term at the next election for members of the General Assembly. If a vacancy occurs in the office after the first 18 months of the term, the successor holds office until the expiration of the original term.

When a vacancy occurs in the office of Governor due to removal, death, or resignation, the order of succession to the office is Speaker of the Senate (who serves statutorily as Lieutenant Governor of the State of Tennessee), Speaker of the House of Representatives, Secretary of State, the Comptroller of the Treasury, then the Treasurer.

THE JUDICIAL BRANCH

The Constitution provides that the judicial power of the State is to be vested "in one Supreme Court, and in such Circuit, Chancery and other inferior Courts as the Legislature shall from time to time, ordain and establish." The function of the judicial branch of government is to "interpret" the laws. The judicial structure of the State consists of the courts with purely local jurisdiction, such as courts of general sessions and municipal courts; regional or district courts of original jurisdiction empowered to adjudicate civil and criminal cases and cases in equity, such as circuit courts and chancery courts; and appellate courts, including the court of appeals for civil cases, the court of criminal appeals, and the State's highest tribunal, the Supreme Court, which hears both civil and criminal cases. The Constitution also provides for an Attorney-General and Reporter for the State in the judicial department and a district attorney and public defender for each circuit for which a judge having criminal jurisdiction is provided by law.

TENNESSEE COURT SYSTEM

The Supreme Court

The Supreme Court consists of five judges, of whom not more than two shall reside in any one of the three grand divisions of the state. The justices are elected in statewide retention elections for terms of eight years. The justices designate one of their members to preside as Chief Justice for a term of four years. The Supreme Court is required to meet in Knoxville, Nashville, and Jackson.

Every justice of the Supreme Court shall be at least 35 years of age and shall have been a resident of this State for at least five years before his or her election. The Supreme Court has jurisdiction to review all cases appealed from lower courts. Such appeals do not have to be granted, except for direct appeals of capital punishment cases. Supreme Court decisions are intended to resolve controversies arising out of questions of Tennessee law and serve as guidelines for future cases in lower courts. (In addition to the qualifications listed above for Supreme Court justices, there are additional qualifications of United States citizenship, Tennessee citizenship, and a license to practice law in this State.)

The following are currently members of the Supreme Court:

Cornelia A. Clark, Nashville, Chief Justice
Janice M. Holder, Memphis, Associate Justice
Gary R. Wade, Knoxville, Associate Justice
William C. Koch, Jr., Nashville, Associate Justice
Sharon G. Lee, Knoxville, Associate Justice
Libby Sykes, Administrative Director; 741-2687

The Lower Courts

Judges of circuit, chancery, and other lower courts are elected by the voters of the district or circuit involved. Such judges must be at least 30 years of age, shall have been a resident of the State for 5 years before his or her election, and shall have been a resident of the circuit or district one year. Terms of office are eight years. Chancery Courts are the traditional equity courts in Tennessee. Circuit Courts have jurisdiction to hear law cases and are not limited by a maximum monetary jurisdiction; circuit courts also have appellate jurisdiction over most minor courts. Criminal Courts have jurisdiction over cases involving persons charged with commission of a crime; they have appellate jurisdiction for misdemeanor appeals from lower courts. The next level includes courts of limited or special jurisdiction, such as Probate Courts, Juvenile Courts, and General Sessions Courts. The lowest level courts in Tennessee are Municipal Courts, which primarily handle municipal ordinance violations.

There are two intermediate appellate courts established by law -- the Court of Appeals and the Court of Criminal Appeals. The Court of Appeals hears appeals only in civil cases from the lower courts. The Court of Criminal Appeals can hear most felony and misdemeanor appeals from general trial courts, as well as post-conviction petitions. The Court of Appeals and the Court of Criminal Appeals each have 12 judges. These judges shall be not less than 30 years of age, shall have been a citizen and resident of the State for at least five years prior to appointment or election, and shall be licensed to practice law in Tennessee.

Attorney General

The Attorney General is the State's chief legal officer. The Supreme Court appoints the Attorney General for the State of Tennessee for an eight-year term.

The Attorney General is probably best known for representing officers and agencies of State Government in all civil litigation in state and federal courts. The Office of Attorney General also prosecutes all criminal cases in the appellate courts and has original prosecution rights in the areas of securities and state contract frauds. The Office also institutes civil actions for antitrust violations and consumer fraud. Besides courtroom duties, the Attorney General provides legal advice to state officers and members of the General Assembly. Opinions on interpretation or constitutionality of statutes are rendered to state and local officials on request.

The present Attorney General is Robert E. Cooper, who was sworn in November 1, 2006.

ATTORNEY GENERAL PHONE NUMBERS

Robert E. Cooper, Attorney General	741-6474
Lucy H. Haynes, Chief Deputy Attorney General	532-2580
Bill Young, Solicitor General	741-3226
Leigh Ann A. Jones, Chief of Staff	741-2162
Larry Harrington, Chief Policy Deputy Attorney General	741-3492
Christine Stoll-Bellavia, Executive Assistant	741-3278
Tammy Fullwider, Executive Assistant	741-3568

DEPUTIES OF DIVISIONS

Ruth Thompson, Administrative	253-4509
Kathy Celauro , Bankruptcy	741-2868
Kevin Steiling, Civil Litigation Division	741-2370
Mark A. Hudson, Civil Rights & Claims	741-7401
Cynthia Kinser (Mills), Consumer Protection and Advocacy	741-6422
Amy Tarkington, Criminal Justice	741-2216
Barry Turner, Environmental	532-2586
C. Scott Jackson, Financial	741-3756
Martha A. Campbell, General Civil Division	741-6420
Linda A. Ross, Health Care Division	741-1771
Mike Meyer, Law Enforcement and Special Prosecution Division	741-4082
Peter M. Coughlan, Medicaid Fraud and Integrity	741-3694
Janet Kleinfelter, Public Interest	741-7403
Larry Teague, Real Property & Transportation Division	741-3493
Steven Hart, Special Litigation	741-3505
Larry Lewis, Tax	741-2968
John Sinclair, Tobacco Enforcement Division	741-1376

THE LEGISLATIVE BRANCH

The legislative authority of the State of Tennessee is vested in the General Assembly, which consists of a Senate and a House of Representatives, both dependent on the people (that is, popularly elected). The name of the legislative authority may vary from state to state, but usually it is called the Legislature or the General Assembly. The official title in our state is the "General Assembly of the State of Tennessee," but it is entirely proper to refer to the "Legislature."

In general, the functions of the Legislature are to enact, amend, and repeal the laws of Tennessee. Some of the specific powers granted to the General Assembly by the State Constitution include: the appropriation of all money to be paid out of the State treasury, the levy and collection of taxes, and the right to authorize counties and incorporated towns to levy taxes.

The Senate is sometimes referred to as the "Upper House" while the House is referred to as the "Lower House". Each house is the judge of the qualifications and election of its members. A quorum of two-thirds of all the members to which a house is entitled is required to transact any business; a smaller number can only adjourn from day to day and may compel the attendance of absent members. Each house determines the rules of proceedings of its body, punishes its members for disorderly behavior, and can expel a member.

Members are, except for treason, felonies, or breach of the peace, privileged from arrest during the session of the General Assembly and in going to and from session. Members shall not be questioned in any other place for any speech or debate in either house. Neither house can adjourn for more than three days without the consent of the other (gained by concurrence in a joint resolution).

The number of Representatives shall be 99 and shall be apportioned by the General Assembly among the several counties or districts as provided by law, within certain guidelines handed down by the courts since the Baker vs. Carr decision in 1965.¹ Each district shall be represented by a qualified voter of that district.

No person may be a Representative unless he is a citizen of the United States, at least 21 years of age, a citizen of Tennessee for at least three years, and a resident in the county he represents one year immediately preceding the election. The term of office of State Representatives is two years; and Representatives hold office for two years from the date of the general election, except the Speaker who holds office beyond the general election and until his successor is chosen even if he does not run for re-election or is defeated in the primary or general election.

Many of Tennessee's 95 counties have one or more direct representatives but smaller counties are combined into multi-county districts.

The House of Representatives shares the powers and duties of the General Assembly with the Senate, except that the House has the sole power to originate impeachment proceedings, which are prosecuted before the Senate.

The number of Senators shall not exceed one-third the number of Representatives and has remained at 33 by law since 1883 when the number of Representatives was increased to 99. Senators, too, are apportioned by the General Assembly among the several counties or districts substantially according to population.² Each district in the Senate shall be represented by a qualified voter of that district and, by law, each Senator must have been a qualified voter of his district for one year immediately before he seeks election therefrom. Also, no person may be a Senator unless he is a citizen of the United States, at least 30 years of age, and a citizen of Tennessee for at least three years.

¹ *Kopald v. Carr* (1972), *White v. Crowell* (1977), *Sullivan v. Crowell* (1978), *Lockert v. Crowell* (1983), and *Lincoln Co. v. Crowell* (1985) (TCA 3-1-103).

² *Williams v. Carr* (1966), *Kopald v. Carr* (1972), *White v. Crowell* (1977), *Lockert v. Crowell* (1983), *Lockert v. Crowell* (1987). (TCA 3-1-102).

The term of office of State Senator is four years, with those from districts designated by even numbers running in one general election and those from odd-numbered districts running in the next general election. This process is generally referred to as "staggered terms." Senators represent one or more counties, or in the case of the four urban counties, represent a senatorial district within the county.

The Senate shares the powers and duties of the General Assembly with the House of Representatives, except that the Senate has the power to try impeachment proceedings initiated in the House. The Speaker is elected in a manner similar to that described above for the Speaker of the House.

When the seat of any member of the House or Senate becomes vacant and less than twelve months remain prior to the next general election for legislators, a successor is elected by the legislative body of the replaced legislator's county of residence at the time of his or her election. The term of any Senator or Representative so elected expires at the next general election for legislators. When twelve months or more remain prior to the next general election for legislators, a successor is elected by the qualified voters of the district of the replaced legislator. An interim successor can be appointed by the replaced legislator's county legislative body until such time as the election is held to elect a successor.

The General Assembly convenes on the second Tuesday in January of each odd-numbered year for an organizational session of not more than 15 calendar days, during which time no legislation may be enacted to re-convene no later than the Tuesday following the organizational session adjournment to commence its regular session. The General Assembly may then recess or adjourn from time to time as it shall determine. Members may receive their expense and travel allowances for not more than 90 legislative days of a regular session, nor for more than 30 legislative days of a special, or called, session.

The Governor or the General Assembly, by proper petition, can call the General Assembly into extraordinary session at any intervening time. Special sessions called by the Governor were held on Education in 1984, Corrections in 1985, Education and Finance in 1992, Tennessee's Bicentennial in 1996 and two different sessions on Taxation in 1999.

When the Legislature initially convenes, the first order of business is the swearing in of the members-elect. The two bodies meet in their respective chambers and the members take an oath of office swearing to support the constitution of the United States and the constitution of Tennessee and to perform their official duties impartially without favor or prejudice and to always protect the rights of the people.

The membership of each body then elects a presiding officer or speaker.

The Speaker of the House of Representatives is elected by the entire membership of the House. However, the majority party's nominee for the speakership is usually elected. The minority party sometimes nominates candidates for the post of Speaker, especially if the membership of the House is fairly equally divided between the two major political parties.

The Speaker of the Senate is elected by the members of the Senate for a two-year term (the lifetime of a General Assembly); and he, too, holds office beyond the general election and until his successor is chosen even if he does not run for re-election or is defeated in the primary or general election. The Speaker of the Senate does not have to be a member of that body. The Speaker of the Senate is, by statute, the Lieutenant Governor of the State and first in succession to the Governor, should a vacancy occur. (Tennessee is the only state with this means of choosing its Lieutenant Governor.)

The Officers of the bodies are then chosen. In the House, the Speaker appoints a Chief Clerk, an Assistant Chief Clerk, a Chief Engrossing Clerk, and a Chief Sergeant-At-Arms. In the Senate, all officers are appointed by the Speaker.

Each body then adopts its rules of procedure and the speakers appoint certain standing committees to give initial consideration to proposed legislation and report recommendations to the full body for action.

108TH GENERAL ASSEMBLY LEADERSHIP

House Leadership

Speaker	Beth Harwell
Speaker Pro Tempore	Curtis Johnson
Deputy Speaker	Steve McDaniel

Republican

Republican Leader	Gerald McCormick
Assistant Republican Leader	Kevin Brooks
Republican Floor Leader	Vance Dennis
Assistant Floor Leader	Jeremy Durham
Republican Whip	Cameron Sexton
Republican Caucus Chairman	Glen Casada
Republican Caucus Vice Chairman	Dennis Powers
Republican Caucus Secretary	David Alexander
Republican Caucus Treasurer	Joshua Evans

Democratic

Democratic Leader	Craig Fitzhugh
Democratic Floor Leader	Lois DeBerry
Assistant Democratic Leader	Joe Towns
Democratic Whip	Sherry Jones
Democratic Caucus Chairman	Mike Turner
Democratic Caucus Vice Chairman	Joe Pitts
Democratic Caucus Secretary	Barbara Cooper
Democratic Caucus Treasurer	Mike Stewart

Senate Leadership

Speaker	Lt. Gov. Ron Ramsey
Speaker Pro Tempore	Bo Watson
Deputy Speaker	Steve Southerland

Democrat

Democratic Leader	Jim Kyle
Democratic Caucus Chairman	Lowe Finney
Democratic Caucus Vice Chairman	
Dem. Caucus Secretary/Treasurer	

Republican

Republican Leader	Mark Norris
Republican Caucus Chairman	Bill Ketron
Republican Caucus Treasurer	Mae Beavers
Republican Caucus Secretary	Jack Johnson

ALPHABETICAL MEMBER LISTING 2013

HOUSE OF REPRESENTATIVES – 108TH GENERAL ASSEMBLY

<u>Last Name</u>	<u>First Name</u>	<u>Initial</u>	<u>District</u>	<u>Party</u>
Alexander	David		39	R
Armstrong	Joseph	E.	15	D
Brooks	Harry		19	R
Brooks	Kevin		24	R
Butt	Sheila		64	R
Calfee	Kent		32	R
Camper	Karen	D.	87	D
Carr	Dale		12	R
Carr	Joe		48	R
Carter	Mike		29	R
Casada	Glen		63	R
Coley	Jim		97	R
Cooper	Barbara		86	D
Curtiss	Charles		43	D
Dean	Vince		30	R
DeBerry, Jr.	John	J.	90	D
DeBerry	Lois	M.	91	D
Dennis	Vance		71	R
Doss	Barry		70	R
Dunn	Bill		16	R
Durham	Jeremy		65	R
Eldridge	Jimmy	A.	73	R
Evans	Joshua	G.	66	R
Faison	Jeremy		11	R
Farmer	Andrew		17	R
Favors	JoAnne		28	D
Fitzhugh	Craig		82	D
Floyd	Richard		27	R
Forgety	John		23	R
Gilmore	Brenda		54	D
Goins	Tilman		10	R
Halford	Curtis		79	R
Hall	Steve		18	R
Hardaway	G.A.		93	D
Harrison	Michael		9	R
Harwell	Beth	H.	56	R
Hawk	David		5	R
Haynes	Ryan	A.	14	R
Hill	Matthew		7	R
Hill	Timothy		3	R
Holt	Andy		76	R
Jernigan	Darren		60	D
Johnson	Curtis	G.	68	R
Johnson	Gloria		13	D
Jones	Sherry		59	D
Kane	Roger		89	R
Keisling	Kelly		38	R
Lamberth	William		44	R
Littleton	Mary		78	R
Lollar	Ron		99	R
Love	Harold	M.	58	D
Lundberg	Jon		1	R

Lynn	Susan		57	R
Marsh	Pat		62	R
Matheny	Judd		47	R
Matlock	Jimmy		21	R
McCormick	Gerald		26	R
McDaniel	Steve		72	R
McManus	Steve		96	R
Miller	Larry	J.	88	D
Mitchell	Bo		50	D
Moody	Debra		81	R
Odom	Gary		55	D
Parkinson	Antonio		98	D
Pitts	Joe		67	D
Pody	Mark		46	R
Powell	Jason		53	D
Powers	Dennis		36	R
Ragan	John		33	R
Ramsey	Bob		20	R
Rich	Barrett		94	R
Roach	Dennis	E.	35	R
Rogers	Courtney		45	R
Sanderson	Bill		77	R
Sargent	Charles	Michael	61	R
Sexton	Cameron		25	R
Shaw	Johnny	W.	80	D
Shepard	David		69	D
Shiple	Tony		2	R
Sparks	Mike		49	R
Spivey	Billy		92	R
Stewart	Mike		52	D
Swann	Art		8	R
Tidwell	John	C.	74	D
Todd	Curry		95	R
Towns, Jr.	Joe		84	D
Travis	Ron		31	R
Turner	Johnnie		85	D
Turner	Michael	L.	51	D
Van Huss	Micah		6	R
Watson	Eric		22	R
Weaver	Terri	Lynn	40	R
White	Dawn		37	R
White	Mark		83	R
Williams	Kent		4	I
Williams	Ryan		42	R
Windle	John	Mark	41	D
Wirgau	Tim		75	R
Womick	Rick		34	R

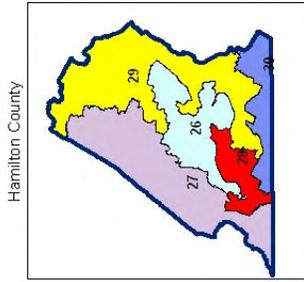
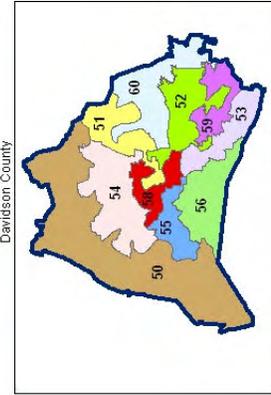
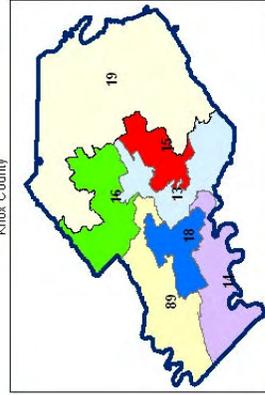
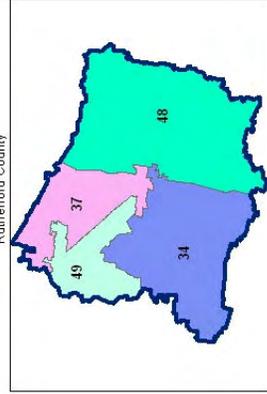
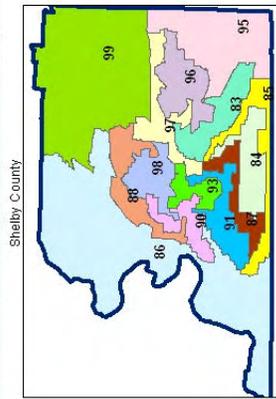
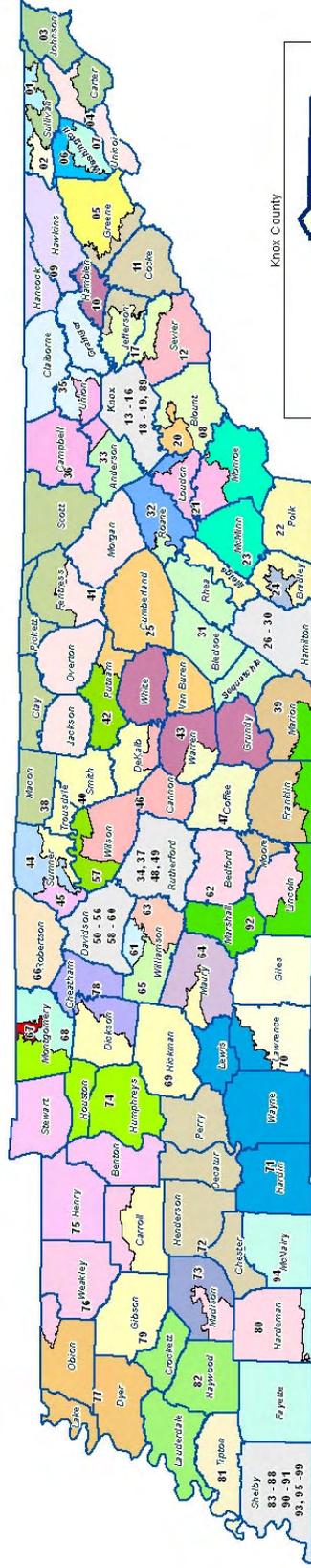
2013 MEMBER LISTING BY DISTRICT HOUSE OF REPRESENTATIVES – 108TH GENERAL ASSEMBLY

<u>District</u>	<u>Last Name</u>	<u>First Name</u>	<u>Initial</u>	<u>Party</u>
1	Lundberg	Jon		R
2	Shiple	Tony		R
3	Hill	Timothy		R
4	Williams	Kent		R
5	Hawk	David		R
6	Van Huss	Micah		R
7	Hill	Matthew		R
8	Swann	Art		R
9	Harrison	Mike		R
10	Goins	Tilman		R
11	Faison	Jeremy		R
12	Carr	Dale		R
13	Johnson	Gloria		D
14	Haynes	Ryan		R
15	Armstrong	Joseph	E.	D
16	Dunn	Bill		R
17	Farmer	Andrew		R
18	Hall	Steve		R
19	Brooks	Harry		R
20	Ramsey	Bob		R
21	Matlock	Jimmy		R
22	Watson	Eric		R
23	Forgety	John		R
24	Brooks	Kevin		R
25	Sexton	Cameron		R
26	McCormick	Gerald		R
27	Floyd	Richard		R
28	Favors	JoAnne		D
29	Carter	Mike		R
30	Dean	Vince		R
31	Travis	Ron		R
32	Calfee	Kent		R
33	Ragan	John		R
34	Womick	Rick		R
35	Roach	Dennis		R
36	Powers	Dennis		R
37	White	Dawn		R
38	Keisling	Kelly		R
39	Alexander	David		R
40	Weaver	Terri	Lynn	R
41	Windle	John	Mark	D
42	Williams	Ryan		R
43	Curtiss	Charles		D
44	Lamberth	William		R
45	Rogers	Courtney		R
46	Pody	Mark		R
47	Matheny	Judd		R
48	Carr	Joe		R
49	Sparks	Mike		R
50	Mitchell	Bo		D
51	Turner	Michael	L.	D

52	Stewart	Mike		D
53	Powell	Jason		D
54	Gilmore	Brenda		D
55	Odom	Gary		D
56	Harwell	Beth	H.	R
57	Lynn	Susan		R
58	Love	Harold	M.	D
59	Jones	Sherry		D
60	Jernigan	Darren		D
61	Sargent	Charles	M.	R
62	Marsh	Pat		R
63	Casada	Glen		R
64	Butt	Shelia		R
65	Durham	Jeremy		R
66	Evans	Joshua		R
67	Pitts	Joe		D
68	Johnson	Curtis		R
69	Shepard	David		D
70	Doss	Barry		R
71	Dennis	Vance		R
72	McDaniel	Steve		R
73	Eldridge	Jimmy	A.	R
74	Tidwell	John	C	D
75	Wirgau	Tim		R
76	Holt	Andy	H.	D
77	Sanderson	Bill		R
78	Littleton	Mary		R
79	Halford	Curtis		R
80	Shaw	Johnny	W.	D
81	Moody	Debra		R
82	Fitzhugh	Craig		D
83	White	Mark		R
84	Towns, Jr.	Joe		D
85	Turner	Johnnie		D
86	Cooper	Barbara		D
87	Camper	Karen	D.	D
88	Miller	Larry	J.	D
89	Kane	Roger		R
90	DeBerry, Jr.	John		D
91	DeBerry	Lois	M.	D
92	Spivey	Billy		R
93	Hardaway	G.A.		D
94	Rich	Barrett		R
95	Todd	Curry		R
96	McManus	Stephen		R
97	Coley	Jim		R
98	Parkinson	Antonio		D
99	Lollar	Ron		R

Tennessee House of Representatives District Map

2012 State House Districts



CONSTITUTIONAL OFFICERS

There are three officers in the State commonly known as Constitutional Officers: the Secretary of State, the Comptroller, and the Treasurer. The Constitution provides that each shall be elected by the members of the General Assembly; the Secretary of State for four years and the Comptroller and Treasurer for two years each.

The **Secretary of State** is elected by the General Assembly to a four-year term and is mandated by the Constitution to keep a register of all official acts and proceedings of the governor. Additionally, state law requires the office to keep records of all acts and resolutions adopted by the General Assembly and signed by the governor, receipt of all corporate charters, annual reports, and trademarks, the execution of notary commissions, and the receipt of all state administrative rules and regulations. Other notable duties include the bi-annual publication of the Tennessee Blue Book, provision of administrative law judges, regulation of charitable organizations, coordination of elections, and promotion and oversight of the Tennessee State Library and Archives and its twelve regional libraries. The State Election Commission, Bureau of Ethics and Campaign Finance, and Economic Council on Women also are administratively attached to the department. The Secretary of State serves on the following boards and commissions: State Funding Board; Board of Equalization; Board of Claims; State Building Commission; Library and Archives Management Board (chairman); Tennessee Local Development Authority (vice chairman); Tennessee State School Bond Authority; Public Records Commission (chairman); Tennessee Housing Development Agency; Tennessee Consolidated Retirement System Board of Trustees; State Capitol Commission; Tennessee Higher Education Commission; Chairs of Excellence Trust; State Trust of Tennessee; and Baccalaureate Education System Trust. The department has offices in the State Capitol, William R. Snodgrass Tennessee Tower, State Library and Archives building, and regional libraries around the state.

The **Comptroller of the Treasury** actively participates in the general financial and administrative management of State Government and is responsible for audits of State and local governmental entities. The Comptroller is a member of the State Building Commission, State Capitol Commission, Board of Claims, Board of Equalization, State Funding Board, Tennessee State School Bond Authority, Tennessee Local Development Authority, Tennessee Housing Development Agency, Board of Standards, Tennessee Consolidated Retirement System Board of Trustees, Health Services and Development Agency, Tennessee Student Assistance Corporation, Public Records Commission, State Insurance Committee, Local Education Insurance Committee, Local Government Insurance Committee, State Library and Archives Management Board, Tennessee Advisory Commission on Intergovernmental Relations, Information Systems Council, State Trust of Tennessee, Governor's Council on Physical Fitness and Health, Emergency Communications Board, Utility Management Review Board, Water and Wastewater Financing Board, Council on Pensions and Insurance, Tennessee Higher Education Commission, Baccalaureate Education System Trust, and the Tuition Guaranty Fund Board. The Comptroller of the Treasury has an office in the State Capitol and offices in the James K. Polk State Office Building, as well as several regional offices. The Office of Open Records Counsel and the Office of the Small Business Advocate are housed in the Office of the Comptroller of the Treasury.

The **State Treasurer** is charged with various duties including accounting for the receipt and disbursement of public funds, investing available cash balances, administering the Tennessee Consolidated Retirement System and investing the pension fund, operating the State's Unclaimed Property Program, administering the State Employee's Deferred Compensation Program and directing the staff of the Division of Claims, and the Tennessee Claims Commission, operation of the Flexible Benefits Program for state employees and the Baccalaureate Education System Trust (BEST), the state's prepaid tuition and savings programs. The Treasurer is a member of the Funding Board, Board of Claims, Board of Equalization, School Bond Authority, Tennessee Student Assistance Corporation, State Employee Group Insurance Committee, Tennessee Housing Development Agency, Local Development Authority, Council on Pensions and Insurance, Public Records Commission, State Building Commission, Board of Trustees of the Tennessee Consolidated Retirement System, Investment Advisory Council, State Capitol Commission, Tennessee Financial Literacy Commission, Advisory Council on Workers' Compensation, Tennessee Higher Education Commission, Chair

of Excellence Endowment Trust, Collateral Pool Board and BEST Board of Trustees. The Treasurer has an office in the State Capitol; staff offices are in the Andrew Jackson State Office Building.

CONSTITUTIONAL OFFICERS

<u>COMPTROLLER OF THE TREASURY</u>	Justin P. Wilson	Capitol 741-2501
Chief of Staff	Jason Mumpower	Capitol 741-2501
Staff Assistant	Faye Weaver	Capitol 741-2501
Exec. Secretary to the Comptroller	Bettye Stanton	Capitol 741-2501
Exec. Secretary to the Comptroller	Terry Baxter	Capitol 741-2501
General Counsel	Bobby Lee	17 th Flr., JKP Bldg. 401-7779
Assistant to the Comptroller For Public Finance	Ann Butterworth	17 th Flr., JKP Bldg 401-7910
<u>SECRETARY OF STATE</u>	Tre Hargett	Capitol 741-2819
Chief of Staff	Jonathan Rummel	Capitol 741-2819
General Counsel	Mona Hart	Capitol 741-2819
Executive Secretary	Tawnie Mathieu	Capitol 741-2819
Staff Assistant	Matt Bailey	Capitol 741-2819
Coordinator of Elections	Mark Goins	9 th Flr., Snodgrass Tower 741-7956
Public Chapters	Cody York	8 th Floor, Snodgrass Tower 253-4564
<u>STATE TREASURY</u>	David H. Lillard, Jr.	Capitol 741-2956
Chief of Staff	Janice Cunningham	Capitol 741-2956 532-9910
Exec. Assistant to the Treasurer	Heather Sczepczenski	Capitol 741-2956
Staff Assistant	Josh Stites	Capitol 741-2956 532-9912
Deputy Chief of Staff	Joy Harris	Capitol 741-2956 532-9908
Admin. Assistant to the Treasurer	Cyndie Todd	Capitol 741-2956 532-9907

LAWMAKING IN TENNESSEE

TYPES OF LEGISLATION

In Tennessee, formal expressions of legislative intent may be made in any of three ways: (1) bills; (2) resolutions; and (3) joint resolutions.

BILLS

A bill is a form in which a proposed law is drafted for introduction in the Legislature, and it remains a bill until final legislative and executive action is taken on it.

Acts, public and private, are the end results of bills and do not become acts until they are passed in identical form by both houses of the Legislature and are (1) signed by the governor; or (2) allowed to become a law by the governor's failure to return the bill stating his objections to it, within ten days (Sundays excepted) after it has been presented to him; or (3) passed by a majority of all the members of each house, notwithstanding the objections of the governor, where he has vetoed the bill.

In Tennessee, the terms--public acts, general acts, public laws and general laws--are used interchangeably in referring to legislative enactments of statewide application, although "public acts" is the official designation. There are three types of bills in Tennessee.

General bills apply to all areas of the state and amend the TCA, though the Attorney General has ruled that, in certain circumstances, counties may be excluded on vote of the membership.

General bills of local application are acts which amend the Tennessee Code but, rather than applying statewide, apply to only specific areas of the state. These areas are usually designated by population brackets.

Private, local, or special acts refer to acts applicable to one subdivision or part of the state and require approval of the legislative body governing the area to which the act applies.

RESOLUTIONS

Resolutions, unlike bills, do not become the law of the state when acted upon by the Legislature, but serve merely to express the will of the majority of the body by which they are adopted. Resolutions are termed House Resolutions or Senate Resolutions, depending upon the house in which they are adopted. Resolutions passed by both houses are joint resolutions.

JOINT RESOLUTIONS

Joint resolutions are a higher form of expression of the legislative will than resolutions, and, although they are not laws, they do have the force of law for certain limited purposes. If they originate in the Senate, they are Senate Joint Resolutions; if they originate in the House, they are House Joint Resolutions. Except for adjournment and constitutional amendment resolutions, Joint resolutions require the approval of the governor and are subject to the same rules as bills with reference to vetoes, passage over the governor's veto, and taking effect upon failure of the governor to sign or veto them.

THE STEPS IN PASSING A BILL

The following represents the normal procedure in transforming a bill into law. The steps below describe passage of general bills. The procedure is somewhat different for local bills.

INTRODUCTION

A legislator may introduce a bill in the body of which he is a member by filing it with the appropriate clerk. Bills must be typewritten on letter size paper (8 1/2" by 11") and are introduced in the original and one copy. Both the bill and copy are jacketed in manuscript covers of different and distinctive colors. The signature or signatures of the member, or members, sponsoring the bill must be placed on the cover. It also must contain the caption of the bill.

NUMBERED BY CHIEF CLERK

The bill is then examined by the Chief Clerk of the House or Senate to see that it conforms to legislative rules, is given a number which is placed on all copies, and is then distributed as required under the rules.

Since the Tennessee Constitution provides that no bill shall become a law until it shall have been considered and passed on three different days in each house, a somewhat complex procedure then follows concerning the bill.

PASSED ON FIRST CONSIDERATION

A bill must be filed with the Chief Clerk no later than **4:00 p.m.** on the day preceding the date of introduction. Any bills pre-filed in conformance with this House and Senate rule are introduced under the proper order of business, while any bills filed after 4:00 p.m. of the preceding day or during that day's session are held for introduction the next day the house is in session. There being no objection, the bill is passed on first consideration.

PASSED ON SECOND CONSIDERATION

The next legislative day following introduction of a bill, the bill is passed on second reading; and is referred by the Speaker to the appropriate standing committee under the proper order of business.

REFERRED TO COMMITTEE

After the bill has been referred to committee, it will remain there unless one of the following courses of action is taken to bring it out: (a) the sponsor of the bill appears before the committee to explain the bill, and his motion to have the bill recommended for passage receives a majority of those present and voting in the committee; (b) after seven days in a committee without action being taken, the bill may be recalled from committee by a majority of the members of the Senate or House as the case may be; (c) if the bill is not considered controversial in nature, it is placed on a committee consent calendar and then reported as "recommended for passage" if objection is not raised; or (d) in the House committees, if the sponsor fails to appear before the committee at the scheduled hearing on two occasions and he fails to request that his bill be rescheduled, the bill is returned to the Clerk's desk where it is held pursuant to Rule 81(2); (e) in the Senate committees, if the sponsor fails to appear before the committee at the scheduled hearing and has failed to request that his bill be re-scheduled, the bill is returned to the Clerk's desk for the purpose of being withdrawn from the Senate.

The committee chairmen report committee action taken in reporting bills out of committee to the Chief Clerk. All bills being recommended for passage by the committee are referred automatically to the scheduling committee, which is the House Committee on Calendar and Rules or the Senate Calendar Committee.

REFERRED TO CALENDAR

The House Committee on Calendar and Rules is made up of the Speaker, the Speaker Pro Tempore, the majority leader or his designee, the majority caucus chairman, the minority leader or his designee, the minority caucus chairman, two members each of the majority and minority parties, one chairman, one vice-chairman, and one secretary (appointed by the Speaker), and the chairman of each standing committee. This committee sets the calendar and establishes the schedule of meetings of the various standing committees. Unlike the Senate Calendar Committee, the House Calendar and Rules Committee debates the merits of a bill or resolution. While the Senate Calendar Committee determines when a bill will reach the floor for debate, the House Calendar and Rules Committee determines whether a bill will reach the floor.

The Senate Calendar Committee is composed of a chairman and the majority and minority floor leaders. The Senate rules state specifically that the Calendar Committee "shall only act as a scheduling committee and shall not engage in the determination of the merits of a bill or resolution" but shall calendar every bill or resolution referred to it.

PLACED ON CALENDAR

Written calendars (lists of bills to be considered for third reading) are required to be posted in the Senate Chamber at least 24 hours prior to consideration by the Senate or in the House Chamber at least 48 hours prior to consideration by the House. Senate rules limit the Senate calendar to 14 general bills, plus holdovers, while House rules place the maximum at 25, including any bills held over from previous calendars or any bills set by special order and excluding only those bills "bumped" or objected to on a Consent Calendar. Consent Calendars are made up of those bills and resolutions considered non-controversial in nature and are required to be posted in the House at least three days in advance of consideration and in the Senate, by 2 p.m. of the day prior to consideration.

PASSED ON THIRD CONSIDERATION

On the day a bill appears "on the calendar," it is open to debate and amendment by the entire body considering it (House or Senate). This action takes place under the order of business now known as "Calendar".

The bill is then called up for passage, and after being considered the third time and discussed or debated, it may be passed with or without amendment by a majority of the members to which the body is entitled. (50 or more votes in the House of Representatives; 17 or more votes in the Senate.) When debate is over, a vote is taken on the bill; and the question is, "Shall the bill be passed on third and final reading?". Procedure reaches that point either by (a) debate being exhausted, i.e., all those wishing to speak have done so and the Speaker calls for the question; or (b) a motion for the "previous question," which requires two-thirds vote of those present, automatically stops debate and a vote is taken. If the vote on the passage of the bill carries, the bill automatically goes to the Chief Engrossing Clerk.

BILL IS ENGROSSED

The bill now having been passed in one body then goes to the office of the Chief Engrossing Clerk, where it is retyped, without errors or erasures and is transmitted to the other body. The bill is "engrossed" by reproducing it with all the amendments inserted in the proper places.

COMPANION BILLS

It is customary to introduce identical bills in both houses simultaneously. When this is done, the bills are called "companion bills". When a companion bill is passed in one house, it then goes to the other house to await action on its companion. When the companion bill is called up, it is made to conform with the version already passed by the other house and the version first passed is substituted for the companion in the second

house. The substituted bill is then considered on third and final reading. (The motion to conform and substitute is appropriate only on third readings where a bill would have already gone through the first two steps required by the Constitution and the rules.)

If a bill passes one house and is amended in the other, the bill goes back to the house where it was originally passed for action on the amendment. The first house may vote to concur or not to concur. If it concurs in the amendment(s), the bill follows through for the governor's approval; but if the first house refuses to concur, the bill goes back to the house where the amendment originated and the motion there is that that house recede or refuse to recede from its position in adopting the amendment(s). If there is a refusal to recede, it then becomes necessary to appoint conference committees, consisting usually of at least three members of each house, to meet and attempt to reconcile the differences between the two houses on the bill or to recommend a course of action agreeable to both houses.

BILL IS ENROLLED

After being passed by both houses, the bill is enrolled, that is retyped, without errors or erasures, on a heavy-weight paper, by the Chief Engrossing Clerk in the house of origin. This step involves preparing the bill in the exact form passed by both houses and in a format suitable for approval by the two Speakers and by the Governor.

SIGNED BY SPEAKERS

After the Speakers sign the enrolled copy, it is automatically transmitted to the Governor for his action.

SIGNED BY GOVERNOR

The Governor may sign the bill; veto it; or allow it to become law without his signature. The Governor is allowed ten days (Sundays excepted) after a bill is presented to him to approve or veto the bill; if he takes no action within that period, the bill becomes a law without his signature. The Governor also has constitutional authority to reduce or disapprove any sum of money appropriated in any bill while approving other portions of such bill.

If the Legislature is still in session, the Governor returns all bills and joint resolutions to the house of origin after he has taken action. After adjournment of the General Assembly, bills are returned by the Governor to the Office of the Secretary of State.

If the Governor has vetoed a bill or reduced or disapproved an appropriation within a bill, the veto can be overridden, reduced or disapproved sums of money restored, by a majority vote of the membership to which each body is entitled under the Constitution.

SENT TO SECRETARY OF STATE AND ASSIGNED PUBLIC CHAPTER NUMBER

The Secretary of State's office assigns each general bill passed into law a public chapter number, while local bills are assigned private chapter numbers. The public chapters are published in pamphlet form soon thereafter for distribution to members of the General Assembly and other interested parties. Several months after the session, the public chapters, resolutions and joint resolutions adopted are published in bound volumes as the Tennessee Public Acts. The private chapters are similarly published in bound volumes as the Tennessee Private Acts.

INCORPORATED INTO THE CODE

In the meantime, the Tennessee Code Commission and the publishers of the Tennessee Code Annotated are busily converting and annotating new laws into the existing Code. The supplements and replacement volumes of the Code are usually available about six months after the adjournment of the General

Assembly. (It should be remembered that private acts apply only to one city or county and do not become a part of the Code.)

LOCAL BILLS

The first three steps in passing a bill (introduction, numbered by Chief Clerk, and passes first consideration) are the same for local bills as for general bills. On second consideration, however, procedure changes and the bill is passed on second consideration and held on the Clerk's desk. Since local bills only affect one "locality," they need not be referred to a standing committee but, must meet the approval of the local legislative delegation. The Speaker may refer a local bill to committee in which case it follows the normal steps in the committee system.

After a local bill receives the signature of each member of the local delegation affected by the legislation, it is placed on the Consent Calendar

From the Engrossing process on, the procedure for local bills is the same as for general bills. These bills do not amend the code but, instead become part of the Private Acts of a particular year.

RESOLUTIONS

The following represents the normal steps in adopting resolutions.

Resolutions differ from bills in that they do not become law but simply serve to express the views of the majority of one or both houses of the Legislature.

Resolutions adopted in only one house are known as House or Senate Resolutions, depending on the house in which adopted or introduced. Resolutions adopted by both the Senate and the House are called Joint Resolutions. If they originate in the Senate, they are called Senate Joint Resolutions; and if in the House, they are referred to as House Joint Resolutions.

In the Senate, all memorializing resolutions are referred to the Calendar Committee; and all other resolutions, except joint resolutions proposing joint conventions, are referred to standing committees.

In the House, all resolutions except congratulatory or memorializing resolutions are referred to standing committees, while congratulatory and memorializing resolutions are placed on the Consent Calendar. All joint resolutions in either house calling for a joint convention of both houses are referred to a committee consisting of the Speaker, the majority leader, and the minority leader; this committee is known as the Committee on Delayed Bills.

No resolution, except one proposing an amendment to the Constitution, is required to be read three times. However, according to Article III, Section 18 of the Tennessee Constitution, all joint resolutions, except those calling for adjournment of the Legislature and those proposing specific amendments to the Constitution, must be submitted to the Governor for his signature. The Governor may veto a resolution, just as he may veto a bill; and the General Assembly may override the veto of a resolution in the same manner it may override the veto of a bill.

STANDING COMMITTEES

GENERAL

In the 108th General Assembly there are thirteen (13) standing committees in the House, not including Calendar and Rules (see descriptions below): Agriculture & Natural Resources; Business & Utilities; Civil Justice; Consumer & Human Resources; Criminal Justice; Education; Finance, Ways and Means; Government Operations; Health; Insurance & Banking; Local Government; State Government; and Transportation. Standing committees are created by the House Rules and the number and composition of the committees can be changed.

The Speaker and Speaker Pro Tempore are voting members of each standing committee; however, the Speaker Pro Tempore shall only vote when the Speaker is not present and voting, except on those two standing committees to which the Speaker Pro Tempore has been regularly assigned.

Bills are referred to committees upon second consideration, which is on the next Legislative Day following their introduction and passage on first consideration. Bills and resolutions are referred by the Speaker at his discretion to the appropriate standing committee.

The function of the standing committee is to consider the bills and resolutions referred to it and make recommendations concerning the bill to the Calendar and Rules Committee. Committees may report bills out with recommendation for passage or recommendation for passage as amended.

COMMITTEE STAFF

It is the function of the committee staff secretary, the committee intern, staff from the Office of the Chief Clerk assigned to that committee, staff of Legal Services and any other persons working with that committee to assist the committee in keeping up with the bills and resolutions referred to the committee and the committee action thereon, to assist the Chairman in providing for the orderly flow of committee business, and to perform whatever research or furnish whatever information is requested by the committee.

Committee staff should be careful to preserve their dedication to the whole committee as well as the Chairman. Committee staff should not in any way express or show their personal opinions, pro or con, on matters before the committee.

RESEARCH ANALYST. The House Division of Research is charged with the responsibility of providing technical expertise to House members and House committees on specific subject matter. Each analyst works closely with his or her respective committee officers. Not only does each analyst review and make recommendations with respect to legislation that has been filed, but also assists in policy development.

INTERNS. Generally the intern is an undergraduate student at one of the colleges in the state, who has been selected by his school for this program. Interns are expected to devote full time to their legislative duties (as assigned by the Chairman) and function as a junior staff member of the General Assembly.

COMMITTEE STAFF ASSISTANT. The staff assistant acts as secretary to that committee as well as personal secretary to the Chairman, Vice-Chairman and Secretary of that respective committee. The staff assistant coordinates all secretarial and clerical duties in that office, attends committee meetings, and composes committee calendars.

GENERAL PROCEDURES

Basically, the committee staff works with the actual bills or resolutions referred to that committee, even though permanent custody of the original bill is in the office of the Chief Clerk of the House. Bills are referred to committee as they pass second consideration on the day following their introduction. Resolutions, when referred, are referred on the day they are introduced. When a bill is referred to a committee by the Speaker, it will appear each day in the House Journal, the "daily service," and in the bill tracking program of the computer system. Any of these sources will let you know what bills have been referred to your committee. Bills are sometimes transferred from one committee to another or withdrawn; this information appears in these sources also.

COMMITTEE CALENDAR

Bills and resolutions requested by the sponsors to go on the calendars (including those deferred at earlier meetings) and additional bills or resolutions placed thereon by the Chairman can appear on committee calendars.

Bill notice for hearing must only be filed one time and are filed in the standing committee office, even if the bill is in a subcommittee. Unless taken off notice, no further notice must be filed. Notice must be filed in the appropriate committee office by 3:00 p.m. Wednesday prior to the meeting; the committee secretary is required to have that calendar posted in the Chief Clerk's Office by 4:30 p.m. that afternoon. A weekly agenda of bills scheduled in committee will be compiled by the Clerk's Office on Wednesday and available Thursday for distribution.

SUBCOMMITTEES

Each committee chair is responsible for the operating procedure of sub-committees within the committee. If the chair of a standing committee deems it appropriate, after advising with the vice chair and secretary, to assign a bill to a subcommittee, said bill must be assigned to such subcommittee within five (5) legislative days after its passage on second consideration and referral to standing committee, or following the receipt of a fiscal note if said bill is referred to the committee on Finance, Ways and Means unless otherwise provided by law.

The sub-committee chair's assistant is responsible for clerical support for the sub-committee.

RECORDS

Attendance records are kept by the Chief Clerk's Office and the staff assistant. It is the responsibility of the staff assistant to send a copy to the Office of Legislative Administration for attendance purposes.

Roll Call Vote records are the responsibility of the Bill Clerk staffing that committee. There are three copies of this vote: the original to be included in the bill jacket; the second copy for the committee records; the third copy for the clerk's office files.

Roll Call Vote records for the sub-committees are the responsibility of the sub-committee's staff assistant. There are three copies of this vote. The original and one copy must be turned into the Office of the Chief Clerk of the House. The staff assistant keeps a third copy for sub-committee records.

The Committee Report Form will be filled out by the Bill Clerk. It is the responsibility of the Bill Clerk to see that a copy is given to Calendar and Rules and the Office of Legislative Information Services.

HOUSE STANDING COMMITTEES

Under the rules of the House, the Speaker has complete discretion to refer all bills to "the appropriate standing committee." The following list provides a general guide to the various areas, which may be appropriate to the standing committee under which they are listed.

HOUSE AGRICULTURE AND NATURAL RESOURCES COMMITTEE

The House Agriculture and Natural Resources Committee is charged with two general areas of responsibility. The first function of the committee will be to consider legislation that affects the agricultural and farming community, such as the livestock industry, meat products inspection and nutrition. The second primary function is also to consider legislation dealing with the state's natural resources such as minerals, air, water and land conservation as well as oversight over the Tennessee Wildlife Resources Agency.

HOUSE BUSINESS AND UTILITIES COMMITTEE

The Business and Utilities Committee will consider legislation relating to utilities, communications (including telephone, telegraph, radio and television), and legislation impacting trade, etc. The committee will also review professional businesses and business organizations such as real estate, contractors, and all other licensed professionals.

HOUSE CALENDAR AND RULES COMMITTEE

The House Calendar and Rules Committee is tasked with hearing bills on final consideration prior to presentation on the House floor for the full body. The committee also schedules bills, resolutions, and constitutional amendments to be heard on the House floor.

HOUSE CIVIL JUSTICE COMMITTEE

The Civil Justice Committee will consider all legislation affecting civil law. This can include, but is not limited to civil procedure, private and governmental civil liability laws, wills, courts and property rights.

HOUSE CRIMINAL JUSTICE COMMITTEE

The Criminal Justice Committee will be tasked with reviewing all legislation dealing with criminal procedure, criminal offenses and penalties, and sentencing.

HOUSE EDUCATION COMMITTEE

The House Education Committee deals with all bills relating to education in general. This includes schools (kindergarten through university level, curricula, and lunch programs); teachers, school employees, bus drivers and administrators (pay, benefits and retirement); vocational technical education; and adult education.

HOUSE FINANCE, WAYS AND MEANS COMMITTEE

Much of the activity of the House Finance, Ways and Means centers around the preparation of the general appropriations bill, but any measure which has a fiscal impact of \$100,000 or more under the rules of the House is referred to this committee from other standing committees.

Many subject matters are covered by the committee: bonds and bonding of revenue (including issuance and payment or retirement of bonds); tax-levying measures and the raising of revenue at the state level; tax-reducing measures; pension and retirement fund bills; the expenditure of funds; deposit of public monies, etc.

HOUSE GOVERNMENT OPERATIONS COMMITTEE

The Government Operations Committee has several ongoing tasks. The committee is responsible for the periodic review of state agencies and of administrative rules and regulations. Any fundamental changes in the structure of state government must be reviewed by the Gov Op Committee. All legislation which creates, modifies, or terminates boards or commissions must be referred to this committee in addition to the original standing committee of reference.

HOUSE HEALTH COMMITTEE

Most legislation referred to the Health & Human Resources Committee is relevant to three major topical areas: mental health, public health, and human services. Bills related to mental health, pharmaceuticals, and nursing. The committee may also consider legislation relating to hospitals and other institutions related to health and welfare.

HOUSE INSURANCE AND BANKING COMMITTEE

The House Insurance and Banking Committee considers legislation regarding insurance, banks and other financial institutions, and general business.

HOUSE LOCAL GOVERNMENT COMMITTEE

Legislation addressing such matters as local and municipal affairs is referred to this committee, as well as election laws;. For example, forms of local government, powers to tax and raise revenue, local ordinances, local government employees, local government expenditures would all be considered by the Local Government Committee.

HOUSE STATE GOVERNMENT COMMITTEE

The State Government Committee will often consider legislation regarding holidays and celebrations; military parks and battlefields; museums; preservation of historical markers; public lands; state and public libraries; and state government in general.

TRANSPORTATION COMMITTEE

Legislation typically referred to the Transportation Committee deals with truck weights; safety regulation (motorcycle safety, motor vehicles, trucks, trains, airplanes, bicycles); highways, roads and bridges and railroads (maintenance, repair and construction); pipelines, public utilities, public works, and motor vehicle registration.

HOUSE RESEARCH ANALYSTS

The House Division of Research is charged with the responsibility of providing technical expertise to House members and House committees on specific subject matter. Each analyst works closely with his or her respective committee officers. Not only does each analyst review and make recommendations with respect to legislation that has been filed, but also assists in policy development.

The Research Division of the House of Representatives weekly publishes the Research Review. This publication gives a brief description of legislation considered by each House Committee and the action that was taken on the legislation each week.

Scott Gilmer	Director of Policy & Research	741-1100	Ext. 44724
Patrick Boggs	Finance, Ways and Means	741-1100	Ext. 44991
Jeremy Elrod	Transportation	741-1100	Ext. 44986
Jeremy Maxwell	Agriculture and Natural Resources	741-1100	Ext. 45083
Amelia Mitchell	Civil Justice, Calendar and Rules	741-1100	Ext. 44547
Judy Narramore	Health	741-1100	Ext. 44987
Paul Overholser	State Government, Local Government	741-1100	Ext. 44131
Todd Staley	Business and Utilities, Banking and Insurance	741-1100	Ext. 44196
Randy Stamps	Criminal Justice	741-1100	Ext. 44988
Jennie Verner	Education	741-1100	Ext. 44592
Will Walker	Government Operations	741-1100	Ext. 44989
Lucy Wilson	Consumer and Human Resources	741-1100	Ext. 44985

House Committee Assignments

108th General Assembly

Agriculture and Natural Resources

Chairman— Curtis Halford
Vice-Chairman— Andy Holt

Sheila Butt	Judd Matheny
Charles Curtiss	Steve McDaniel
Richard Floyd	Dennis Powers
John Forgety	Billy Spivey
Brenda Gilmore	Art Swann
David Hawk	John Tidwell
Gloria Johnson	Ron Travis
Ron Lollar	John Mark Windle
Pat Marsh	

Calendar and Rules

Chairman— Bill Dunn
Vice-Chairman— Dennis Roach

Harry Brooks	Pat Marsh
Glen Casada	Judd Matheny
Vince Dean	Gerald McCormick
Jimmy Eldrige	Steve McManus
Craig Fitzhugh	Bo Mitchell
Ryan Haynes	Antonio Parkinson
Matthew Hill	Bob Ramsey
Timothy Hill	Charles Sargent
Curtis Halford	Cameron Sexton
Curtis Johnson	Mike Turner
Jon Lundberg	Eric Watson

Business and Utilities

Chairman— Pat Marsh
Vice-Chairman— Tim Wirgau

Kent Calfee	Jason Powell
Charles Curtiss	Cameron Sexton
Barry Doss	Art Swann
Tilman Goins	John Tidwell
Timothy Hill	Curry Todd
William Lamberth	Joe Towns
Gerald McCormick	Dawn White
Mark Pody	Kent Williams

Civil Justice

Chairman— Jon Lundberg
Vice-Chairman— Rick Womick

Kevin Brooks	Andrew Farmer
Mike Carter	Ryan Haynes
Jim Coley	Sherry Jones
John DeBerry	Mike Stewart
Vance Dennis	

Consumer and Human Resources

Chairman— Jimmy Eldridge
Vice-Chairman— Mark Pody

Glen Casada	Johnnie Turner
Susan Lynn	Mike Turner
Steve McManus	Mark White
Joe Towns	Rick Womick

Criminal Justice

Chairman— Eric Watson
Vice-Chairman— Jeremy Faison

Karen Camper	Barrett Rich
Andrew Farmer	Courtney Rogers
Brenda Gilmore	Tony Shipley
GA Hardaway	Micah Van Huss
William Lamberth	Terri Lynn Weaver
Antonio Parkinson	

Education

Chairman— Harry Brooks
Vice-Chairman— John Forgety

Kevin Brooks	Harold Love, Jr.
Jim Coley	Debra Moody
John DeBerry	Joe Pitts
Lois DeBerry	Dawn White
Bill Dunn	Mark White
Roger Kane	Ryan Williams
Ron Lollar	

Finance, Ways and Means

Chairman— Charles Sargent
Vice-Chairman— David Alexander

Joe Armstrong	Matthew Hill
Kevin Brooks	Curtis Johnson
Kent Calfee	Gerald McCormick
Barbara Cooper	Steve McDaniel
Lois DeBerry	Larry Miller
Craig Fitzhugh	Gary Odom
Steve Hall	Dennis Roach
Mike Harrison	Johnny Shaw
David Hawk	

Government Operations

Chairman— Judd Matheny
Vice-Chairman— John Ragan

Joe Carr	GA Hardaway
Glenn Casada	Curtis Johnson
Joshua Evans	Gerald McCormick
Craig Fitzhugh	Johnnie Turner
Curtis Halford	Mike Turner

Health

Chairman— Bob Ramsey
Vice-Chairman— Ryan Williams

Vance Dennis	Gary Odom
Barry Doss	Barrett Rich
JoAnne Favors	Cameron Sexton
Mike Harrison	David Shepard
Timothy Hill	Tony Shipley
Darren Jernigan	Mike Turner
Gloria Johnson	Micah Van Huss
Mary Littleton	Tim Wirgau

Insurance and Banking

Chairman— Steve McManus
Vice-Chairman— Kelly Keisling

Glenn Casada	Susan Lynn
Jeremy Durham	Jimmy Matlock
JoAnne Favors	Joe Pitts
Craig Fitzhugh	Dennis Powers
Curtis Johnson	John Ragan
Roger Kane	Charles Sargent
Harold Love, Jr.	David Shepard
Jon Lundberg	Ron Travis

Local Government

Chairman— Matthew Hill
Vice-Chairman— Richard Floyd

Dale Carr	Andy Holt
Joe Carr	Sherry Jones
Vince Dean	Larry Miller
Jeremy Durham	Bo Mitchell
Jimmy Eldridge	Antonio Parkinson
Jeremy Faison	Mike Sparks
Steve Hall	Mike Stewart

State Government

Chairman— Ryan Haynes
Vice-Chairman— Sheila Butt

Joshua Evans	Johnny Shaw
Darren Jernigan	Billy Spivey
Debra Moody	Curry Todd
Jason Powell	Eric Watson
Bob Ramsey	Kent Williams
Bill Sanderson	

Transportation

Chairman— Vince Dean
Vice-Chairman— Mike Sparks

David Alexander	Mary Littleton
Joe Armstrong	Jimmy Matlock
Karen Camper	Bo Mitchell
Dale Carr	Dennis Roach
Barbara Cooper	Courtney Rogers
Bill Dunn	Bill Sanderson
Tilman Goins	Terri Lynn Weaver
Kelly Keisling	John Mark Windle

OFFICERS OF THE HOUSE

Chief Clerk	Joe McCord	741-0709
Assistant Chief Clerk	Tammy Letzler	741-2901
Chief Engrossing Clerk	Betty Kay Francis	741-2488
Chief Sergeant-at-Arms	Victor Thompson	741-0709

CLERK'S OFFICES

OFFICE OF THE CHIEF CLERK

The Chief Clerk of the House of Representatives is appointed by the Speaker of the House as one of the first orders of business during the Organizational Session every two years. The Assistant Chief Clerk is appointed, along with other officers of the House.

The Chief Clerk's Office of the House of Representatives is charged with keeping all official records of the House. This involves accepting legislation for introduction, keeping appropriate files of all bills and resolutions; providing clerking staff to standing committees; compiling and distributing a weekly agenda of committee meetings and scheduled bills; compiling a daily journal of activities of the House; providing vote information to members, the press and lobbyists; keeping accurate records of all committee proceedings; accepting all amendments filed by members; data entry of bill introductions and sponsors of legislation; keeping a bill and personal index of all legislation; and other clerical activities. In addition, the Chief Clerk performs other duties assigned to him by the Speaker. The current Chief Clerk is Joe McCord of Blount County. The Assistant Chief Clerk is Tammy Letzler of Rutherford County. Other employees in this office include J.B. Brown, Andre Carpenter, Kim Cox, Daniel Hicks, Cory Hudson and Tara Jenkins.

OFFICE OF THE CHIEF ENGROSSING CLERK

The Chief Engrossing Clerk, one of the officers of the House, is appointed by the Speaker for the two-year period of a General Assembly.

The primary function of the Engrossing Clerk's office is to combine bill text and adopted amendment text; if passed by one House only, it is referred to as "Engrossing"; if passed by both Houses it is referred to as "enrolling" . Engrossing readies a bill for transmission to the second house; enrolling prepares a bill for transmission to the Speakers and/or Governor for their signatures.

This office also prepares photo-ready letterhead and newsletters as well as other documents, (such as certificates of recognition, proclamations, page certificates, etc.), and prepares presentation copies of resolutions and proclamations. The current Chief Engrossing Clerk is Betty Kay Francis of Rutherford County. Larry Cole, Taylor Bates-Rogers, Phyllis Piercy and Fred Agee are also employed in this office.

SERGEANTS-AT-ARMS

All Sergeants-at-Arms are responsible through the Chief Sergeant-at-Arms to the Speaker. The Chief Sergeant-at-Arms, the remaining appointed officer of the House, is appointed by the Speaker as one of the first orders of business during the organizational session of a General Assembly and serves for two years until the next general assembly. It is their responsibility to keep order in the Chamber, to secure the doors and admit only appropriate people to the floor while we are in session, and to perform other functions at the direction of the Speaker. The current Chief Sergeant-at-Arms is Victor Thompson of Coffee County. The current Sergeants-at-Arms are William Howse, Kenny Rainey and Wayne Steele.

OFFICE OF THE SPEAKER

Along with the legislative responsibilities of the Office of Speaker, the Speaker's office handles matters pertaining to the following:

The Speaker's office assists the legislators in many ways. Requests from members for office furniture, deductions from postage and printing for flags, etc, must come through this office and be approved by the Speaker. Per Diem requests for House members, excuses for session attendance, must be approved by the Speaker.

The scheduling of committee rooms (for both state and private functions) is coordinated through the Speaker's office. The House Speaker's Office, along with the Chief Clerk of the Senate, approves any usage of hallways for displays or functions for both the Legislative Plaza and the War Memorial Building.

Staff requests for annual or sick leave must be approved by this office. Parking in the Legislative Plaza garage is coordinated by this office. The office phone number is 741-0709.

SPEAKER'S STAFF

Scott Gilmer	Chief of Staff
Joe McCord	Chief Clerk
Kara Owen	Deputy Chief of Staff of Policy & Communications
Kelly Kirby	Speaker's Security
Lisa Falkenbach	Executive Assistant

PROCEDURES

SCHEDULING

HONORARY PAGES. Honorary pages are scheduled by the Legislator or staff through the House Chief Clerk's office. Usually one designated employee of the office is responsible for scheduling.

MINISTER OF THE DAY. The scheduling of the minister of the day is coordinated through the House Chief Clerk's office. The Representative or his/her staff member should provide the Clerk's office with the following information:

1. Date desired
2. Minister's Name
3. Name of Church
4. Representative's Name

HOUSE CHAMBER. The scheduling of the House Chamber is also handled through the House Chief Clerk's office. The legislator or staff will contact a designated employee in the office.

COMMITTEE ROOMS. Plaza House committee rooms (16, 29, 30, and 31) are scheduled through the House Speaker's office. Senate committee room (12) is scheduled through the Lieutenant Governor's office. This is usually handled by one designated employee.

CONFERENCE ROOMS. The House Speaker's Conference Room is scheduled through the House Speaker's office. The Lt. Governor's Conference Room is scheduled through the Lt. Governor's Office. The Conference Room on the first floor of the War Memorial Building is scheduled through the House Republican Leader's Office.

OTHER REQUESTS

LEGISLATIVE LICENSE PLATES. Forms for legislative license plates are distributed the first year of each general assembly by the Chief Clerk's office. The forms are transmitted to the appropriate individual in the Department of Revenue

PARKING. Parking in the Legislative Plaza garage is coordinated with the House Speaker's office. Any questions regarding parking are referred to House Speaker's Office at 741-0709.

STATE FLAGS. State flags can be obtained through the Office of Legislative Administration, 7th Floor, Rachel Jackson Building.

STAMPS AND SUPPLIES. Stamps and office supplies are available through the Office of Legislative Administration.

PRESENTATION COPIES OF RESOLUTIONS. The Chief Engrossing Clerk's office is responsible for the "final" copy of resolutions.

CONFLICT OF INTEREST FORMS. Members of the General Assembly are required to file Conflict of Interest forms annually with the Registry of Election Finance. These forms are usually distributed during session and are due by January 31 each year - When a member becomes a candidate for office again, conflict of interest forms must be filed within ten days (10) of the qualifying deadline. These forms are kept by the Registry of Election Finance's office.

MOTIONS -- ORAL

The following is a list of oral motions used during session for action on bills and/or resolutions.

MOTIONS FOR FINAL CONSIDERATION

HR, HJR

I move that House Resolution No. ___ be adopted.

I move that House Joint Resolution No. ___ be adopted.

HOUSE BILL (without Senate Bill companion)

I move passage of House Bill No. ___ on third and final consideration.

HOUSE BILL (with Senate Bill companion)

I move to conform House Bill No. ___ with Senate Bill No. ___.

I move to substitute Senate Bill No. ___ for House Bill No. ___.

I move passage of Senate Bill No. ___ on third and final consideration.

(These Motions are usually combined by saying, "I make the appropriate motion to substitute and conform to the Senate Bill.")

SENATE JOINT RESOLUTION

I move to concur in Senate Joint Resolution No. ___.

SUSPEND RULES for-HR's and HJR's (considered out-of-order)

I move that the rules be suspended for immediate introduction of HR/HJR No. ___.

I move that the rules be suspended for immediate consideration of HR/HJR No. ___.

I move the adoption of HR/HJR No. ___.

SUSPEND RULES for SJR's (considered out-of-order)

I move that the rules be suspended for immediate consideration of SJR No.____, out of order.

I move to concur in SJR No. ____.

MOTIONS FOR SENATE MESSAGES

MOTION TO RECONSIDER (TO WITHDRAW HOUSE AMENDMENT TO SENATE BILL)

I move to lift from the table the motion to reconsider Senate Bill No.____.

I move to reconsider our action in passing Senate Bill No. ____.

I move to reconsider our action in adopting amendment no. ____.

I move to withdraw amendment no. ____.

I move passage of Senate Bill No. ____ on third and final consideration (or, as amended, if there are other amendments already on the bill).

OR,

I move the adoption of amendment no.____ THEN,

I move passage of Senate Bill No - ____ , as amended , on third and final consideration.

MOTION TO CONCUR IN SENATE AMENDMENT (REQUIRES VOTING MACHINE VOTE)

I move to concur in Senate Amendment No. ____ to House Bill No. ____.

Motion to Nonconcur in Senate Amendment No. ____ (requires oral vote only)

I move to nonconcur in Senate Amendment No.____ to House Bill No. ____.

Motion To Recede From Our Action in Amending (House amendment on a Senate Bill)

I move to lift from the table the motion to reconsider Senate Bill No. ____

I move to reconsider our action in passing Senate Bill No, ____,

I move to reconsider our action in adopting Amendment No. ____ to Senate Bill No. ____.

I move to withdraw Amendment No.____ to Senate Bill No. ____.

Options:

(a). I move to adopt Amendment No, ____, (a new amendment)

(b). I move to repass Senate Bill No. ____, as amended, on third and final consideration

Motion To Recede From Our Action in Nonconcurring (Senate amendment on a House Bill)

I move to lift from the table the motion to reconsider House Bill No. ____.

I move to reconsider our action in passing House Bill No. ____.

I move to reconsider our action in nonconcurring in Senate Amendment No. ____.

I move to concur in Senate Amendment No. ____.

I move to repass House Bill No. ____, as amended, on third and final consideration.

Motion To Refuse To Recede From Our Action (on Senate Bill)

I move to refuse to recede from our action in adopting Amendment(s) No(s). ____.

Motion To Refuse To Recede From Our Action in Nonconcurring (on House Bill)

I move to refuse to recede from our action in nonconcurring in Senate Amendment(s) No.(s) ____.

Motion To Appoint a Conference Committee on House Bill

I move that, pursuant to Rule No. 73, the Speaker appoint a Committee of the House to meet with a like committee from the Senate to resolve the differences between the two bodies on House Bill No. ____.

Motion To Appoint a Conference Committee on Senate Bill

I move that, pursuant to Rule No. 73, the Speaker appoint a Committee of the House to meet with a like committee from the Senate to resolve the differences between the two bodies on Senate Bill No. ____.

Motion To Adopt Conference Committee Report

I move that the Conference Committee Report on House Bill No. ____ be adopted and made the action of the House.

MOTIONS PURSUANT TO RULES

Rule 53 - Pursuant to Rule 53, I move to recall House Bill No. _____ from the ____ Committee to the Calendar and Rules Committee for immediate consideration. **(NOTE: Notice of Intent to Recall a Bill must be filed a day prior to motion.)**

Rule 54 - Pursuant to Rule 54, I move that the Clerk request the return of Senate Bill No. ____ from the Senate.

Rule 54 - Pursuant to Rule 54, I move that the Clerk request the return of House Bill No. ____ from the Governor.

Rule 59 - Is there a message on the desk on House Bill No. ____ (or Senate Bill/HJR/SJR)?

(Message is then read by the Clerk)

I move to place it on the next message calendar.

Rule 81 (1) - I move to suspend Rule 81 (1) to allow HR/HJR/HB to be heard in _____ Committee on ____ (date).

MISCELLANEOUS MOTIONS

Motion To Withdraw HR, HJR or HB

If in committee:

I move to recall HR/HJR/HB from the ____ Committee.

I move to withdraw HR/HJR/HB from the House

(In practice, these motions are combined by saying, " I move to withdraw _____ from the Committee and the House.")

If on the Clerk's desk or calendar:

I move to withdraw HR/HJR/HB from the House.

Motion To Withdraw Senate Bill

A Senate Bill cannot be withdrawn from the House; it must be tabled.

Motion To Refer or Re-Refer a Bill To Committee After It Has Been On the Floor

I move that House Bill No. ____ be re-referred to the _____ Committee.

WRITTEN MOTIONS

Sponsor Additions

Pursuant to Rule 43, any member wishing to have his/her name ADDED to a piece of legislation as a sponsor may do so by completing a "Motion To Add Name As Sponsor" form. This form must be signed by the Representative adding his/her name as well as the first prime sponsor of the legislation and submitted to the Chief Clerk's office so that this action can be recorded in the journal , on the bill jacket, and on all appropriate records. IF THE BILL HAS ALREADY BEEN VOTED ON IN THE HOUSE AND/OR THE SENATE BILL HAS BEEN SUBSTITUTED, THE BILL IS CONSIDERED DEAD AND IT IS TOO LATE TO HAVE YOUR NAME RECORDED AS A SPONSOR FOR THAT PIECE OF LEGISLATION.

if you wish your name added as a PRIME sponsor, complete the form.
that looks like the following:

MOTION TO ADD NAME AS PRIMARY SPONSOR

MADAM SPEAKER: Pursuant to House Rule No. 43, I hereby move that my name be added as a PRIME sponsor of House Bill No., House Joint Resolution No., House Resolution No. _____

Signed by Representative Adding Name _____

The undersigned, being the prime Sponsor of the above bill, agrees to permit the above Representative to become an additional PRIME sponsor of said bill.

Signed by Prime Sponsor: _____

Date _____

Sponsor Withdrawn

Likewise, if a member wishes to have his/her name withdrawn as sponsor from a piece of legislation, a form is submitted in the same manner on a "Request to Withdraw Name As Sponsor". A sample of the form follows. However, a sponsor may not withdraw from a bill if that person is the only sponsor, they can only withdraw the bill from the House.

REQUEST TO WITHDRAW NAME AS SPONSOR

I wish to withdraw my name as a sponsor of House Bill No., House Joint Resolution No., House Resolution No. _____

Date: _____

Signed by sponsor withdrawing name: _____

Add Name to Presentation Copy of Senate Joint Resolution

Any member may have his/her name added to a presentation copy of a Senate Joint Resolution by completing a "Motion To Add Name As Sponsor" form. This is not an official action but a courtesy agreement worked out with the engrossing clerks. A sample of the form a member needs to fill out follows:

HOUSE OF REPRESENTATIVES

Beth Harwell
SPEAKER OF THE HOUSE
OF REPRESENTATIVES



Joe McCord
CHIEF CLERK

STATE OF TENNESSEE
OFFICE OF THE CHIEF CLERK
2nd FLOOR, STATE CAPITOL
TENNESSEE GENERAL
ASSEMBLY
NASHVILLE, TENNESSEE 37243
(615) 741-2901

Representative _____ requests that his/her name be placed on Senate Joint Resolution No.

Date: _____

Joe McCord, Chief Clerk

Present in Chamber

If a member enters the chamber after roll call is taken at the beginning of a session day, that member needs to complete a "Present in Chamber" form so that the records will reflect the member as present that day. This is extremely important in terms of the member being paid for that day as well as for voting information. Below is a sample of the "Present in Chamber" form.

<u>PRESENT IN CHAMBER</u>	
Representative _____ was recorded as being present in the Chamber.	
Date: _____	Time: _____

Request to Change Vote

Pursuant to Rule No. 31, any member not voting on a piece of legislation at the time the roll call vote was taken, or, any member voting but wishing to express a desire to change his original stand, may do so by completing a "Request to Change Vote" form. If desired, the member may submit a statement explaining his reason for the change. This motion will be recorded in the Journal. A sample of such form follows.

<u>REQUEST TO CHANGE VOTE</u>	
MADAM SPEAKER: Pursuant to House Rule No. 31 I wish to express a desire to change my original stand from _____ to _____ on (bill)_____ and to have this statement entered in the Journal.	
Signed by Representative	
Date: _____	

Excused from Session

If a member will not be able to attend a particular day's legislative session, he should write a letter asking to be excused (pursuant to Rule No. 20), give the dates, and reason for the request. This letter should be taken to the Speaker's office. After approval, it is transmitted to the Clerk and then recorded in the Journal. This is for your protection if votes on that day are questioned.

CONFERENCE COMMITTEE APPOINTMENTS

Pursuant to Rule No. 73, a motion for the appointment of a conference committee must be submitted in writing, whether a House Bill or a Senate Bill. Although the forms are different for a Senate Bill or a House Bill, each states the purpose for the committee and requests the appointment of certain representatives. A sample of each form follows.

MOTION TO APPOINT CONFERENCE COMMITTEE (HOUSE BILL)

MADAM SPEAKER: I move you, Madam, that the House refuse to recede from its action in nonconcurring in Senate Amendments Nos. _____ to House Bill No. _____ and that, pursuant to House Rule No. 73, the Speaker appoint a Committee of the House to meet with a like committee from the Senate to resolve the differences between the House and Senate on House Bill No. _____. I request that the Speaker appoint Representatives _____

to this Conference Committee.

Date: _____

Representative: _____

MOTION TO APPOINT CONFERENCE COMMITTEE (SENATE BILL)

MADAM SPEAKER: Pursuant to House Rule No. 73, I move you, madam, that the Speaker appoint a Committee of the HOUSE to meet with a like committee from the Senate to resolve the differences between the two bodies on Senate Bill No. _____; -

I request the Speaker to appoint Representatives: _____ to this
_____ Conference Committee.

Date: _____

Representative: _____

Delayed Bills Committee

If a general bill is introduced after the tenth legislative day, it should be prefiled, then a "delayed bills committee report form" needs to be signed by the Speaker and the majority and minority leaders in order for the bill to be introduced. A sample of the delayed bills committee report form follows:

DELAYED BILL REFERRED

The following bill, House Bill No. _____, having been prefiled in accordance with Rule No 78, has been referred to the Delayed Bills Committee for approval.

We, the following, members of the Delayed Bills Committee unanimously approve this bill for introduction pursuant to rule no. 78

Beth Harwell, Speaker Gerald McCormick, Leader Craig Fitzhugh, Leader

Objection to Bill on House Consent Calendar

If there is a bill on the Consent Calendar that you feel does not belong there (for example, needs to be amended) or which you may prefer to have debated on the House floor, you may "bump" it off that calendar. Under the rules, unless you request otherwise, it will be placed on the regular calendar for the next legislative day. This form must be signed and turned in to the Chief Clerk prior to the time the consent Calendar is called up on any given day.

OBJECTION TO ITEM ON CONSENT CALENDAR

MR. CLERK:

I object to (HB/ HJR/HR No. _____ which is on the House Consent Calendar for _____

PAGE NO: _____

ITEM NO: _____

Representative : _____

Date: _____

(Pursuant to Rule No. 50, the bill will be placed at the heel of the regular Calendar on the next Legislative Day.)

MOTION TO RECALL A BILL FROM COMMITTEE

If a member wishes to call a bill to the Calendar and Rules Committee for action by the House on any bill which has been in a standing committee for seven days, the member must sign a notice one day prior to making such a motion. It takes two-thirds vote of the membership (66) to cause the bill to be brought out of committee. A copy of the appropriate form follows.

MOTION FILED UNDER RULE NO. 53

MADAM SPEAKER: I wish to advise the House that on (Date:) _____ I will make a motion to recall House Bill No. _____ from the Committee on _____ for the purpose of placing said bill on the Calendar and Rules Committee Calendar, as provided for in House Rule No. 53.

Representative: _____

Date: _____

Under the rules, the motion lies over.

NOTICE TO HAVE BILL HEARD IN COMMITTEE

If you wish to place a bill on notice in Committee to be heard on a committee calendar, you must file a written notice. This notice must be filed in the Committee office by 3:30 p.m., on Wednesday prior to the Committee meeting the next Tuesday or Wednesday, under Rule 80 (1)

A sample of the form follows.

48 HOUR BILL NOTICE

TO: CHAIRMAN _____
HOUSE COMMITTEE ON _____

I request that the following bills and/or resolutions be considered by your committee:

(List bills, resolutions or joint resolutions by number)

DATE TO BE CONSIDERED: _____

Representative: _____

NOTICE TO OVERRIDE VETO

If the Governor vetoes a bill and you wish to have the House take action to vote to override the veto, you must fill out the following form under Rule 78. That motion must be announced and lie over a day before a vote can be taken.

NOTICE TO OVERRIDE VETO

MADAM SPEAKER: I hereby file notice under House Rule No. 78 that I will move to repass _____ Bill NO. _____, the Governor's objections to the contrary notwithstanding, as provided in Article III, Section 18 of the Constitution of Tennessee.

Representative: _____

This, the _____ day of _____, 20__

REQUEST TO REFER CAPTION BILL

Once a bill has been deemed a caption bill and has been held on the desk following passage on second consideration, there are two methods to have it referred. If the text of the bill is not intended as a caption bill, the sponsor must file a form with the Clerk's office to that effect. A copy of the form follows.

REQUEST TO REFER CAPTION BILL

Date: _____

To: Joe McCord, Chief Clerk

From: Rep. _____

Subject: Caption Bill

House Bill _____ is being held on the desk as a caption bill. The text of the bill is what I actually intend to accomplish with this legislation. Please refer it to the appropriate standing committee.

Rep. (Signature)

AMENDED CAPTION BILL

The other method for caption bill referral is to file an amendment to a caption bill along with a form stating that the amendment will make the bill. A copy of the form follows.

REQUEST TO REFER AMENDED CAPTION BILL

Date: _____

To: Joe McCord, Chief Clerk

From: Rep. _____

Subject: Caption Bill, House Bill _____

House Bill _____ is being held on the desk as a caption bill. The enclosed amendment makes the bill. Please refer it to the appropriate committee.

Rep. (Signature)

LEGISLATIVE STAFF AGENCIES

THE JOINT LEGISLATIVE SERVICES COMMITTEE

The Joint Legislative Services Committee is a special committee created in 1977 (TCA, Title 3, Chapter 10, Part 1). The Committee is composed of ten members, with the Speaker of each house serving as a co-chairmen. Two members of the majority party and two members of the minority party are appointed by the respective Speaker to serve on the Committee. The Committee makes recommendations on management, policies, and procedures to be employed in providing services to the General Assembly or either house thereof. The Committee appoints the directors of the Offices of Legislative Information Services, Legal Services, and Legislative Administration.

Representatives: Speaker Harwell, McCormick, Casada, Fitzhugh, M. Turner

LEGISLATIVE INFORMATION SYSTEMS

The Office of Legislative Information Systems (formerly known as Management Information Systems for the General Assembly, created by statute in 1987 in TCA, Title 3, Ch. 16), provides computer network management and administration, application analysis, development, and maintenance, and end user support for the 400+ employees and members connected to the legislative computer network. The computer systems are built upon a client-server network architecture. Bill drafting, bill tracking, chamber and committee automation, and the legislative website are some of those applications. Other significant operations include maintaining the network infrastructure, email and telephone services, video streaming, and computer security.

In addition, this office is responsible for the document publication and distribution services that were provided by the Office of Legislative Services (TCA, Title 3, Chapter 11). Among the publications provided by this office are the Tennessee Legislative Record, the "Daily Service", copies of bills and resolutions, and the Unofficial Index to Legislation. A sales office is located in the basement of Legislative Plaza. This office maintains an inventory of all printed bills, resolutions, and amendments for sale to the public.

The Director is Steve Kriegish. LIS is located on the first floor of the Rachel Jackson Building. The main phone number is 741-1552.

LIS PHONE NUMBERS (extensions from 741-1100)

Name	Role	Ext
Belinda Bannister	Administrative Assistant	44902
Sheryl Alexander	Training Specialist	44901
Carolyn Anderson	GIS Mapping Specialist	44916

Network Administration & Computer Support

Name		Ext.
Alan Osborne	Network Manager	44911
Brian Warner	Network Administrator	44904
Reggie Bigord	Network Administrator	44917
Bob Trezise	Network Administrator	44907
Lisa Guess	Technical Support Specialist	44914
Donal Haggard	Technical Support Specialist	44913
George Buckner	Technical Support Specialist	44912
Deb Cassetty	Technical Support Specialist	44909

Program Development & Maintenance

Name		Ext.
Brian Lewis	Information Systems Manager	44915
Jason Dunnivant	Assistant Developer for Software Development	44905
Kerry Bryan	Developer	44903
Paul Maier	Developer	44924
Susan Starr	Web Administrator	44918

OFFICE OF LEGAL SERVICES

The Office of Legal Services (TCA, Title 3, Ch. 12) is the legal staff office of the General Assembly. The offices are located on the ground floor of the War Memorial Building and a temporary office is staffed in the House Chamber to draft amendments to pending legislation during sessions of either house of the General Assembly.

The Office of Legal Services is charged with legal research, short-term research, advising on model acts recommended by national organizations, providing legal counsel to committees and members, drafting resolutions, bills, and amendments to bills; preparing abstracts and summaries of legislation introduced during the session; staffing special and standing committees; preparing legal opinions upon request of members of the General Assembly; summarizing amendments for the floor and message calendars; jacketing legislation for introduction; serving as staff for the Tennessee Code Commission and the Board of Commissioners for the Promotion of Uniformity of Legislation in the United States; and maintaining a legislative reference library.

The Office of Legal Services is open from 8:00 a.m. to 4:30 p.m. on weekdays and whenever the General Assembly is in session. The Director is Joseph Barnes (G-10, WMB, 741-9504).

Legal Services Attorneys

Thomas E. Tigue	741-9522	Doug Himes	741-9506
Clayton Byrd	741-3076	Elizabeth Insogna	741-8755
Anastasia Campbell	741-6228	Helen James	741-6022
Jamie Clariday	741-7531	Sean McMinn	741-9126
Doug Garrett	741-9523	Rachel Militana	741-4140
Karen Garrett	741-9549	Megan Moore	741-4858
Michelle Gaskin	741-9514	Paige Seals	741-9505
Jess Hale	741-9510	Fred Standbrook	741-9508
Joel Hayes	741-9512	Main Line	741-3056

OFFICE OF LEGISLATIVE BUDGET ANALYSIS

The Office of Legislative Budget Analysis is responsible for conducting detailed analysis of the state's budget and of the impact of comprehensive legislation. Other duties include examining and making recommendations on the fiscal effects of public policy decisions of the General Assembly; as well as monitoring federal grants and information management. The House Budget Director is Cathy Higgins, the Senate Budget Director is Rick Nicholson (8th Floor Rachel Jackson Bldg. 741-4380).

LEGISLATIVE BUDGET OFFICE PHONE NUMBERS

Cathy Higgins	741-8463	Leonora Kellman	741-4378
Rick Nicholson		John Webb	
Nancy Townsend	741-6527	Roark Brown	741-4376
Bruce Davis	741-8770	Main Line	741-4378

THE OFFICE OF LEGISLATIVE ADMINISTRATION

The Office of Legislative Administration (TCA Title 3, Ch. 13) has the responsibility to prepare the budget for the General Assembly; to maintain financial management, payroll and personnel records; to purchase and distribute supplies and materials; to disburse funds for expenses of the General Assembly; and to provide maintenance services for all legislative facilities. This office is responsible for human resources management and administration including classification and compensation, policy development, employee relations, recruitment and interviewing, work environment issues and ensuring compliance with state and federal employment policies for the General Assembly. The Director of Legislative Administration is Connie Ridley, (7th Floor Rachel Jackson Bldg. 741-3569).

LEGISLATIVE ADMINISTRATION PHONE NUMBERS

Connie Ridley	741-1919	Beth Dreher	741-1100 ext. 44884
Alice Abbey	741-1100 ext. 44885	Donna Morgan	741-1100 ext. 44882
Tammy Rather	741-1100 ext. 44886	Brenda St. John	741-1100 ext. 44883
Glenn Barber	741-1100 ext. 44887	Priscilla Warrington	741-1100 ext. 44888
Justin Butler	741-1100 ext. 44892	Juana Cain	741-3569

PERSONNEL AND ADMINISTRATION. Offices are open each day at 8:00 a.m. Pay day is the last working day of each month. Session employees accrue no annual leave or sick leave benefits. Holidays are announced by the Speaker's office. In the event of a holiday falling on a day the legislature is in session, compensatory time is earned and can be used at a later time. The holidays that may fall during a legislative session are: Martin Luther King Day (third Monday in January); President's Day (February); Good Friday; Memorial Day (fourth Monday in May).

SUPPLIES. All supply requests are handled through this office. The supply room is located on the Ground Floor of the WMB, center hallway.

POSTAGE AND MAIL DELIVERY. Each member has a set allowance for printing and postage. Mailboxes are located in the Mail Room on the Upper Parking level of the Legislative Garage. Robert Robertson is in charge of the mail room (ext 44891). For special items to be mailed, check with the Office of Legislative Administration to obtain the best rate available and instructions for preparing these items for mailing.

EQUIPMENT MAINTENANCE. All equipment maintenance is under state contract. This includes primarily copy machines. The Office of Legislative Administration handles maintenance and repairs. Typewriters and other equipment shall not be removed from the office. Any thefts of state property should be reported immediately.

PHOTOCOPYING AND SPECIAL MULTI-COPY NEEDS. Photocopying machines are available to the legislative staff in the following locations:

Legislative Plaza

House Copier (near Suite 35)

Senate Copier (across from cafeteria)

War Memorial Building

Ground Floor (G-5) – The Office of Legal Services has immediate priority during session.

There are copiers on the first, second, and third floors of the WMB, primarily for the use of members' secretaries.

There is a maximum of 250 copies per job on the House copier unless otherwise authorized by the Speaker's office. The Office of Legislative Administration can assist you in authorizing printing services from the Department of General Services Print Shop.

BUILDING MAINTENANCE. The Facilities Manager of the State Capitol is David Carpenter. He handles those items directly related to the Capitol itself. The Facilities Manager, who handles the operations involving the legislature, the Plaza and the War Memorial Building, is Skip Butler (741-3631).

CONFERENCE AND COMMITTEE ROOMS. Conference and committee rooms are available for use and are reserved as follows:

LP House Hearing Rooms (16, 29, 30, 31); Speaker's Conf. Room	House Speaker's Office	741-0709
LP Senate Hearing Rooms (12/14); Lt. Gov.Conf. Room	Lt. Governor's Office	741-4524
WMB Conference Rm. 114	Republican Caucus Chair's Office	741-3893
House Chamber	House Clerk's Office	741-2901
Senate Chamber	Senate Clerk's Office	741-2730

PARKING GARAGE. The parking garage and all requests relating to it are handled out of the House Speaker's Office (741-0709). Members and certain staff have assigned locations on the upper level. Full time staff have assigned locations on the lower level.

LEGISLATOR'S PAY AND EXPENSES. Legislator's pay and expense reimbursements are processed through the Speaker's office and the Office of Legislative Administration. During session the representative's attendance at session and committee meetings will assure his or her receiving compensation. The House Clerk's Office keeps attendance records for session times and takes attendance in the Committee Meetings, which the Committee Secretary then sends to Beth Dreher (ext. 44884) in Legislative Administration.

Beginning with the November 2006 election, member's compensation is as follows:

Compensation	\$19,009.08/year
Home Office Allowance	\$1,000.00/month
Per diem	\$176.00/day
<u>Mileage</u>	.46/mile for 1 round trip/week
<u>Postage</u>	
Senator	\$6832.00/year
Representative	\$2016.00/year

RETIREMENT. Members of the General Assembly are eligible for membership in the Tennessee Consolidated Retirement System. Members are eligible for retirement benefits after age 55 and four years vesting in an amount of \$78.18 per month times the number of years of service (i.e., for 10 years of service, the monthly amount would be \$781.80). This amount became effective with the 96th General Assembly members. The retirement system is noncontributory. Members of the retirement system contribute to and are covered by Social Security.

INSURANCE. Members of the General Assembly are eligible to participate in the State's group insurance plans which include hospitalization, accident and life insurance, and dental insurance.

OTHER AGENCIES

FISCAL REVIEW COMMITTEE

The Fiscal Review Committee was created by statute in 1967 (TCA, Title 3, Chapter 7) as a special continuing committee of the General Assembly. The Committee is composed of six senators and nine representatives, elected by the members of the Senate and House of Representatives, respectively. The ex-officio members are the Speakers of each house and the Chairman of the Finance, Ways and Means Committee of each house.

The function of the Committee is to conduct a continuing review of such items as revenue collections, budget requests, the recommended executive budget, appropriations, work programs, allotments, reserves, impoundments, the state debt, and the condition of the various state funds. The Committee is required to submit quarterly reports to the General Assembly and to make special reports to legislative standing committees.

The committee staff is responsible for preparing a fiscal note on every bill having a fiscal impact; and this activity comprises most of the staff's work during the early part of the session. The fiscal note process involves some detailed paperwork (e.g., keeping records of all bills as they are introduced); the analysis of legislation; and the analysis of support forms received from departments and agencies affected by proposed legislation. Support forms contain comments from departmental spokespersons relative to the expected fiscal impact of legislation but are not always consistent with the committee staff's own analysis.

When fiscal note production is completed, this committee returns to its official capacity as the "budgetary watchdog" of the legislature. This oversight function might involve an analysis of the department's fiscal practices, an accounting of vacant positions in state government, or even an analysis of certain programs and expenditures.

The Director of the Fiscal Review Committee Staff is Lucian Geise (741-9509), 8th Floor, RJB.

Fiscal Review Staff

Thomas Moncrief	532-6865	Krista Lee	532-9941
Justin Billingsley	532-6863	Emily Urban	532-6859
Leni Chick	253-2048	Bojan Savic	532-6864
Robert Currey	532-7392	Joseph Wegenka	532-6862
Jessica Himes	532-9869	Chris Eaton	532-8946
Scott Grammer	532-6860	Arlene Mobley	741-2564

Fiscal Review Committee Membership

Senators: Henry, Kelsey, Ketron, McNally, Southerland, Tate, Yager

Representatives: Curtiss, Faison, Gilmore, Hill, Marsh, Pody, Sargent, Shepard, M. White, Wirgau

JOINT FINANCE, WAYS AND MEANS STAFF

The Office of the Comptroller of the Treasury provides the General Assembly with additional staff each year. The Senate and House Finance, Ways and Means Joint Staff assists the Committees with budget hearings, reviewing the state's annual budget, researching fiscal matters, and providing fiscal data to the General Assembly, Suite 3, Legislative Plaza, 741-4805.

THE COUNCIL ON PENSIONS AND INSURANCE

The Council on Pensions and Insurance was created by statute in 1971 (TCA Title 3, Ch. 9, Part 1) to develop and recommend standards and state policy on pensions and retirement; to study and analyze pension and retirement developments in governments, industry and business and recommend any necessary changes in the state's law; and to review and make recommendations to the General Assembly on any introduced bills proposing changes in an existing pension and retirement system.

Public Chapter 179 of 1989 changed its name to Council on Pensions and Insurance from Council on Pensions and Retirement, provided that "all bills pertaining to retirement and state insurance programs shall be referred to this committee for recommendation", and provided that all bills dealing with pensions and retirement or TCRS "shall be referred to the Council and to a standing committee;" and that no action can be taken on that bill in the standing committee until the Council makes its recommendations. (TCA 3-9-101-104). The Council must act within five weeks of a bills passage on second consideration.

The Council is composed of the chairman, vice-chairman, secretary, and three members of the Finance, Ways and Means Committee of each house. The other ex-officio members are the Speakers of each house, the Comptroller of the Treasury, the Commissioner of Finance and Administration, the Commissioner of the Department of Personnel, the State Treasurer and the Director of Retirement.

Senators: Henry, Kyle, Norris, Overbey, Tracy, and Watson.

Representatives: Calfee, Fitzhugh, McDaniel, and Shaw; Reps. Sargent, Alexander, and Harrison are members by virtue of their Finance Committee Officer Positions.

TENNESSEE ADVISORY COMMISSION ON INTERGOVERNMENTAL RELATIONS

In the late 1970's, legislative findings indicated the need for a permanent intergovernmental body to study and take action on questions of organizational patterns, powers, functions, and relationships among federal, state, and local governments. In pursuit of this goal, TACIR was created in 1978 (T.C.A. 4-10-101). Harry A. Green is the Executive Director, and it is located in the Capitol Boulevard Building, Suite 508; phone 741-3012.

Senators: Henry, Kyle, Norris, Tracy

Representatives: Haynes, Hill, Odom,

THE OFFICE OF MINORITY AFFAIRS

The Office of Minority Affairs was established by joint resolution as a joint legislative agency to provide essential information necessary to the formulation of legislation and how it will specifically impact on minority citizens of the state; serve as a unique research unit to gather information pertinent to issues and legislation under discussion in the General Assembly; operate as a clearinghouse for information on enactments of the Tennessee General Assembly and the opportunities these enactments create for minorities; and further increase the ability of the Tennessee General Assembly to respond to the needs of minority residents.

To realize the above purposes, the Office of Minority Affairs (1) sponsors and coordinates seminars, hearings and meetings in an effort to surface issues, determine needs and identify aspirations of the minority community; (2) ranks critical concerns in order to establish minority legislative priorities; (3) develops, maintains and utilizes a valuable resource system which benefits legislators with input from minority constituency during creation and introduction of progressive legislation; (4) encourages greater minority interest and participation in the political and legislative processes through publications and communications; and, (5) provides legislative and other pertinent information relative to the affairs of minority groups.

The Office of Minority Affairs is open 8:00 a.m. to 4:30 p.m. Yolanda Arnold is the Director of Minority Affairs, 8th Floor RJB, 741-3900.

PRESS SECRETARIES

The press secretary's role is one of facilitating the flow of information between representatives and the news media. Primary responsibilities include press releases, speech writing, newsletters and a periodic summary of the legislature's activities.

Press Secretaries currently are:

House Democratic Press Secretary – Sean Braisted, 17 LP, 741-1100 Ext 44424

House Republican Press Secretary – Cade Cothren, 25 LP, 741-1100 Ext 44515

Senate Democratic Press Secretary – Matt Anderson, 316 WMB, 741-1100 Ext 44297

Senate Republican Press Secretary – Darlene Schlicher, 5 LP, 741-1100 Ext 44805

INTERNS

Interns are an integral part of the staff operation of the General Assembly when we are in session. Interns are generally divided into two categories: State interns and private interns.

TENNESSEE LEGISLATIVE INTERNSHIP PROGRAM

TCA 49-50-610 is the statutory authority for the legislative internship program that currently has 34 eligible institutions supplying up to 28 interns per year for the standing committees and leadership offices of the General Assembly. The Program Administrator is Donna Morgan (741-3299), 7th Floor Rachel Jackson Building.

Eligibility for the program is limited to upper division undergraduate and graduate students at participating institutions in Tennessee offering a program leading to a degree in law, political science, history, administration, social work, economics, sociology, journalism and related fields.

The Legislative Intern Committee is composed of eight (8) legislators (four (4) members of the Senate and four (4) members of the House of Representatives and the Program Administrator. The Committee is charged with selecting and meeting with the five (5) members of the Academic Intern Committee to review the progress of the program and to establish policies for the next academic year. The Academic Intern Committee consists of five (5) designated faculty members selected from among the various participating institutions. The Committee screens nominations for the program, interviews finalists, and makes recommendations relative to academic credit, course content, etc., of the program

Together the Academic Committee and the Legislative Intern Committee comprise the Sponsoring Committee which reviews policies, interviews candidates, fixes stipends, sets work schedules and hours, and assigns interns to appropriate committee and leadership offices. Currently 16 House Committee and Leadership Offices are provided with interns; 12 in the Senate. These students receive academic credit for their work and a stipend paid for by the State of Tennessee.

The Sponsoring Committee sets guidelines for the Internship Program, including policies for the Utilization of Interns by Legislators and Rules Governing the Conduct of Interns. These guidelines, listed below, are applicable to State and Private interns alike.

PRIVATE INTERNS

Several of the public educational institutions have made arrangements with their local legislative delegations to sponsor interns who are assigned to those members. These interns are paid with state and private moneys, e.g., alumni funds. Credit is offered for this internship just as with the State program. Private interns are required to register with the Program Administrator of the Tennessee Legislative Internship Program, must attend the orientation seminars, and are subject to the same guidelines for utilization and conduct as State interns.

THE TENNESSEE LEGISLATIVE INTERNSHIP PROGRAM

A Statement of Policy Concerning the Utilization of Legislative Interns

The Tennessee Legislative Internship program was designed with the recognition of the educational value of legislative experience. The college students to be recruited as legislative interns were to be Tennesseans who would benefit the most from a thorough knowledge of state government and who would use the experience to further the best interests of their citizenship.

The internship experience should provide students with knowledge of state government that can not be achieved in the classroom. It is this special feature, the "first hand" experience with government and politics that allows students to learn far more about how our state operates and how bills are formed and eventually passed into laws.

The diverse character of the General Assembly affects the nature of possible assignments, which are many and varied. The pool of interns should also be varied in character and origins, united only by high academic and personal standards and a certain facility for research. Like all General Assembly staff members, interns must be flexible and must be able to work well under a variety of circumstances and with many different people, including other staff members, constituents, and the general public.

The intent of the internship program, as expressed in Tennessee Code Annotated, section 49-4701, is to enrich the student and to provide the General Assembly with dedicated staff members. Clearly the fulfillment of that intent must be a cooperative effort involving the whole-hearted commitment and support of the intern, the members of the general assembly, and the staff.

The intent of the program as expressed in statute should be borne in mind by legislators in determining intern assignments. Personal limitations or practical considerations may initially prevent a legislator or legislative staff person from allowing an intern to perform certain services. With those exceptions, which will vary among legislative offices, and with the confidence the legislator has in his or her intern, the following services should be generally within the intern's competence to perform, but may not be required in every office:

1. Bill Analysis - Analysis of bills is generally interpreted as going beyond the summary of the bill's content, to touch upon fiscal, economic, and political impact. Interns assigned to committee offices perform a wide range of bill reviews.

2. Research - Almost all interns will be asked at some point to complete research projects. This includes: seeking information on the internet, gathering statistical data, compiling information from other states, researching the TCA, etc.

3. Maintenance of Special Files - Interns might be assigned the duty of compiling and maintaining files on subjects of interest to the legislator or committee.

4. Handling Constituent Mail/Phone Calls - Some offices do allow their interns to handle constituent work. This might include the preparation and maintenance of constituent communications on various issues, contacting the appropriate offices for information, performing other necessary research to provide information, and preparing letters for the legislator's signature.

5. Assisting in Preparing Newsletters and Press Releases - Legislators might assign their interns to prepare newsletters containing a description of bills sponsored, discussions of major legislative accomplishments, and a presentation of the legislator's views on current issues. The preparation of press releases for newspapers and other news media is a closely related function in which an intern may have the opportunity to participate.

6. Bill Status Reports - An intern may be required to keep the legislator's or committee's bill status report current, determining when committee appearances are necessary, and providing special notice of dates for floor debate of the member's legislation. Most of this information can be obtained from the Bill Tracking program which all interns are trained to use before being placed in an office.

7. Speech Writing - The research of the speech topic, identifying the nature and interest of the audience, and the actual writing of an appropriate speech or speech notes, might be assigned to an intern.

8. Attending Committee and Subcommittee Meetings and Floor Sessions - Interns may be asked to attend meetings in which the legislator has an interest but is himself unable to attend, to provide the legislator with a summary of the discussion or debate and the action taken. Committee interns are required to attend their respective committee meetings. Interns may view floor sessions from the gallery.

Access to the floor of either chamber is prohibited.

9. Liaison or Representative - Legislators might designate interns as agents to solicit information from legislative or administrative offices or to convey the legislators' interest in a given matter, as instructed.

10. General Office Work - Interns will be asked to perform general office duties such as copying, filing, answering phones, getting mail, etc.

11. Non-Legislative Assignments or Personal Errands - Interns are prohibited from performing non-legislative tasks or personal errands for members of the General Assembly.

12. Travel to Legislative Districts - Interns are prohibited from performing duties in the legislative districts of members of the General Assembly. The official work station for legislative interns is at the seat of government i.e.: Legislative Plaza or War Memorial Bldg.

****A survey of the Legislative staff showed that the most common duties assigned to an intern are: committee work, constituent work, bill tracking, attending meetings, filing bills, scheduling, Code research, and general office work (answering phones, copying, getting mail)

The Sponsoring Committee recognizes that the intern is a novice, lacking in experience, and limited in ability to immediately perform all the foregoing services in an acceptable manner. However, the previously mentioned services by no means should exhaust the possibilities for an intern assignment. Legislators and staff will wish to evaluate the intern's relative proficiency in the several areas and use his or her demonstrated abilities to the best advantage, wherever they might lie.

The Sponsoring Committee also recognizes that the cooperation of all employees of individual legislative offices is imperative if the goals of a particular office or committee are to be accomplished. Accordingly, work of a clerical nature will be a necessity, and have to be shared by office staff, interns, research analysts, and others. However, under no circumstances should those conditions precipitate an intern's being used totally or primarily for such assignments.

I have read the attached and understand their applicability to me, and agree to abide by them.

Date

Signature of Intern

Name _____

(Please Print)

UNIFORM POLICIES
GOVERNING THE CONDUCT OF LEGISLATIVE INTERNS

Interns should recognize and appreciate that their conduct and deportment reflect not only on themselves but also on the General Assembly and the institutions from which they have been selected, and that while serving as interns they are serving in the public gaze. Therefore, the following policies are adopted and applied to all students serving the General Assembly in the capacity of an intern:

1. All interns are required to attend the pre-session orientation seminars sponsored by the Office of Legislative Administration.
2. Interns are required to keep regular state business hours (M-F, 8:00-4:30) during the term of their appointments. As legislative employees, interns are further advised that there may be occasions when they will need to work overtime to complete their work assignments, so they should plan to adjust their schedules accordingly.
3. Lunch Schedule: Interns are allowed one hour for lunch to be scheduled between 11:00 am and 1:00 pm and to be coordinated with the office staff.
4. Interns should follow a dress code of standard office dress including for female employees a professional dress, skirt and blouse, suit, dress slacks, or other professional ensemble. In the case of male employees, a suit of dress trousers and jacket, together with appropriate accessories.
5. Interns should report for work every day. If extreme circumstances necessitate an intern's absence or tardiness, the intern should advise their assigned office, as well as the Program Administrator, before 8 a.m.
6. Interns should keep any information that they acquire in the strictest confidence, and should be advised to ask about any information before relating it to anyone.
7. Interns shall not attend receptions or other functions held for the General Assembly unless specifically invited by the host and such invitation meets all provisions of Chapter 1 of Public Acts, 2006, Section 3-6-304. All invitations must come from the host via the office of the Program Administrator and be certified in compliance with the law. Host to intern invitations may be considered to be a breach of uniform policies.
Interns understand that the legal age in Tennessee for the consumption of alcoholic beverages is twenty-one (21) years of age.
8. During the term of the internship, interns are banned from participating actively in partisan political activities during state business hours.
9. All interns should avoid any conduct or activities that would cause embarrassment or which might ethically, legally, or morally compromise them, their sponsoring institution, or the General Assembly.
10. Interns should remember to behave in a courteous manner with any person they may come in contact with in performing their duties. Interns should keep in mind that others might well regard them as representatives of the legislators.

11. Interns are not permitted or authorized to solicit or accept contributions or donations from legislators, lobbyists, or permanent staff for any purpose. This is a violation of the Ethics Laws of this State.

12. Interns are not permitted to lobby for or against legislation during the term of the internship.

13. Interns should use office equipment for legislative business only. Use of telephones, fax machines, copiers, or any other office equipment, for personal or political business is strictly prohibited.

14. (a) Interns should recognize that most legislators have only one or two staff members and that interns are expected to share routine office work (filing, photocopying, answering the telephone, running errands, posting notices, etc.) with the staff to expedite the work of a legislator, a committee, or a legislative office.

(b) Interns should also recognize that the limited size of the total legislative staff requires that all employees be expected to demonstrate initiative and cooperation with each other to meet the demands of a given legislative office. Interns, therefore, are encouraged to assist other interns and staff **IF** their schedules and workload permit.

15. Interns should park in the authorized, non-reserved state parking lots only. At no time are interns allowed to park in the Legislative Plaza Parking Garage.

16. Interns will be furnished identification badges, which they will be expected to wear **at all times** they are at work for the General Assembly.

17. Any intern found to have violated the policies outlined above shall be subject to disciplinary action appropriate for the offense to be administered by the Intern Program Administrator, which could result in dismissal from the program.

Acknowledgment

I, _____, have read the attached Uniform Policies
(please print)

Governing the Conduct of Legislative Interns, understand their applicability to me, and agree to abide by them.

Signed

Date

LEGISLATIVE REFERENCE MATERIAL

DAILY PUBLICATIONS

FLOOR SUMMARY CALENDARS. Calendars for third and final reading in the House and Senate are prepared and distributed by the respective Clerk's offices. Copies of the Regular Calendar, Consent Calendar, and the Message Calendar are distributed by email to each member and staff person; a copy is also placed on each member's desk for consideration during the session.

Floor summary calendars are prepared from the list of bills provided by the Clerk's Offices and from the summaries of bills and amendments provided by the Office of Legal Services. Extra copies, though limited, are located in the House or Senate chambers.

WEEKLY PUBLICATIONS

WEEKLY COMMITTEE AGENDAS. Published by the House or Senate Clerk's Office, this booklet is a compilation of calendars of all committees scheduled to meet the following week. It includes the committee officers; bill numbers, sponsors, and an abstract of those bills placed on notice; and the meeting place and time of meeting. Also included are floor calendar listings for the coming week, to the extent they are known at that time.

LEGISLATIVE RECORD. Published by the Office of Legislative Information Services, in addition to bill history, the Record provides a listing of the officers of each chamber, leadership and committee officers and membership. The Record lists all legislation in numerical sequence, the primary sponsors, the subject and abstract of the legislation, a reference to the TCA section to which changes are proposed, the companion bill number, and the date and description of the most recent action taken on a proposal. The legislative record is available upon request.

PERIODIC PUBLICATIONS

BILL SUMMARIES. Summaries of the legislation introduced; usually filed with the member's bill copies. This reference provides a description of the proposal; a brief summary of the present law with reference to its location in the public or private acts, an outline of how the proposal will change present law, and often times an analysis of the effect of the proposed change on related laws. These summaries are prepared by the Office of Legal Services (741-3257).

FISCAL NOTES. Fiscal notes state the estimated amount of increase or decrease in revenue or expenditures and the fiscal implications of pending legislation. In the House, legislation having a positive or negative fiscal effect of over \$100,000 must also be referred to the Committee on Finance, Ways and Means. In the Senate, legislation having a negative fiscal impact of over \$50,000 must also be referred to the Finance, Ways and Means Committee. Fiscal notes are prepared and distributed by the Office of Fiscal Review.

THE UNOFFICIAL INDEX TO LEGISLATION. Published by the Office of Legislative Information Services at the end of an annual session, this publication contains listings of public chapters passed during that session, a listing of bills by subject matter, code sections amended or repealed, and other pertinent statistical information.

BOUND JOURNALS. At the end of each legislative session, the House and Senate Journals are bound, with indexes, into volumes for permanent references and delivered to each member's office. The journals provide an official record of session activities -- motions, amendment text and votes, the identify of members making motions and a record of the votes on such, and passage or failure of a proposal by roll call vote of members voting.

ABSTRACTS OF PUBLIC CHAPTERS PASSED BY THE GENERAL ASSEMBLY. Published by the Office of Legal Services after session, this booklet contains, by subject listing, a description of all public chapters passed during that particular legislative session. It also includes code sections amended or repealed, original House and Senate bill numbers, and the Public Chapter numbers assigned.

Legislative Library

The Legislative Library, located in G-12 WMB, has an extensive selection of materials for legal and legislative research, as well as reports from state agencies, a small general reference collection, newspapers, and a few items of general interest.

Please ask the Librarian or the Library Assistant for help in checking out any of the materials. There is no time limit on the use of any item, but a record of the location of books and reference materials is required. Please photocopy and return original materials as soon as possible so that others may also have access to all items.

Selected List of Resources Available:

Tennessee:

- Acts of Tennessee (Public and Private, dating back to 1827)
- Annual and Audit Reports for various agencies and departments
- Attorney General Opinions (published and unpublished)
- Blue Books (dating back to 1927)
- Journals of the House and Senate (dating back to 1855)
- Outdated versions of the Tennessee Code Annotated
- Printed bills, amendments, and fiscal notes (dating back to 1970)
- Rules and Regulations for departments and agencies
- Supreme Court Decisions (Tennessee and United States)
- Telephone books (current) for most Tennessee cities
- Unofficial Index to Legislation Introduced, 1957 to current

United States:

- American Jurisprudence
- Corpus Juris Secundum
- United States Code Annotated

The Legislative Library also has access to WESTLAW and LEXIS/NEXIS, the databases of the State Library and Archives and the Nashville Public Library, and also maintains a small, informal, general interest fiction and non-fiction collection for the use of Legislators and staff.

Please call the Legislative Library at 741 – 5816 to request assistance, to request any specific item, to request a tour of the Legislative Library and its holdings, or for any further information.

RESOURCE MATERIALS AVAILABLE FROM THE STATE LIBRARY AND ARCHIVES

The Public Service and Legislative History Sections of the State Library and Archives (phone 741-1549) have recordings as follows:

Recordings of House and Senate Floor sessions from 1959 through the present.

Recordings of House and Senate Standing Committee meetings from 1974 through the present, though not all committees are available for all years. Only recently have they begun to record all meetings.

Tapes of certain Joint Committee and Select Committee hearings (based on the request of the Chairman).

GRAND DIVISIONS

There are three grand divisions of the State set out in the statutes (TCA 4-1-201--204): Eastern, Middle and Western. Some facets of state government are based on these grand divisions, such as the Supreme Court justices and others.

The Eastern grand division counties are: Anderson, Bledsoe, Blount, Bradley, Campbell, Claiborne, Carter, Cocke, Cumberland, Grainger, Greene, Hancock, Hamilton, Hamblen, Hawkins, Jefferson, Johnson, Knox, Loudon, Marion, McMinn, Meigs, Monroe, Morgan, Polk, Rhea, Roane, Scott, Sevier, Sullivan, Unicoi, Union and Washington.

The Middle grand division counties are: Bedford, Cannon, Cheatham, Clay, Coffee, Davidson, DeKalb, Dickson, Fentress, Franklin, Giles, Grundy, Hickman, Houston, Humphreys, Jackson, Lawrence, Lewis, Lincoln, Macon, Marshall, Maury, Montgomery, Moore, Overton, Perry, Pickett, Putnam, Robertson, Rutherford, Sequatchie, Smith, Sumner, Stewart, Trousdale, Van Buren, Warren, Wayne, White, Williamson and Wilson.

The Western grand division counties are: Benton, Carroll, Chester, Crockett, Decatur, Dyer, Fayette, Gibson, Hardeman, Hardin, Haywood, Henderson, Henry, Lake, Lauderdale, McNairy, Madison, Obion, Shelby, Tipton and Weakley.

STATE SYMBOLS

State Flag

The State Flag was designed by LeRoy Reeves of the Third Regiment, Tennessee Infantry, who made the following explanation of his design:

The three stars are of pure white, representing the three grand divisions of the state. They are bound together by the endless circle of the blue field, the symbol being three bound together in one -- an indissoluble trinity. The large field is crimson. The final blue bar relieves the sameness of the crimson field and prevents the flag from showing too much crimson when hanging limp. The white edgings contrast more strongly the other colors.

A description of the State Flag was set out in the Code in 1905 (TCA 4-1-301) and has only been altered once since then.

4-1-301. **State flag or banner.**- The flag or banner of the state of Tennessee shall be of the following design, colors, and proportions, to wit, an oblong flag or banner in length one and two thirds ($1 \frac{2}{3}$) times its width, the principal field of same to be of color red, but the flag or banner ending at its free or outer end in a perpendicular bar of blue, of uniform width, running from side to side, that is to say, from top to bottom of the flag or banner, and separated from the red field by a narrow margin or stripe of white of uniform width; the width of the white stripe to be one fifth ($\frac{1}{5}$) that of the blue bar; and the total width of the bar and stripe together to be equal to one eighth ($\frac{1}{8}$) of the width of the flag. In the center of the red field shall be a smaller circular field of blue, separated from the surrounding red field by a circular margin or stripe of white of uniform width and of the same width as the straight margin or stripe first mentioned. The breadth or diameter of the circular blue field, exclusive of the white margin, shall be equal to one half ($\frac{1}{2}$) of the width of the flag. Inside the circular blue field shall be three (3) five-pointed stars of white distributed at equal intervals around a point, the center of the blue field, and of such size and arrangement that one (1) point of each of the other two (2) around the center point of the field; and the two (2) outer points of each star shall approach as nearly as practicable without actually touching the periphery of the blue field. The arrangement of the three (3) stars shall be such that the centers of no two (2) stars shall be in a line parallel to either the side or end of the flag, but intermediate between the same; and the highest star shall be the one nearest the upper confined corner of the flag. [Acts 1905, ch. 498; Shan., § 92a1; Code 1932., § 101; T.C.A. (orig. ed.), § 4-106.]

State Seal

Even though the provision for the Seal of the State of Tennessee was made in the Constitution in 1796, no action was taken until 1801 when a legislative commission was appointed to create a seal and a motto. In 1987 the description of the seal was placed into the statutes.

4-1-314. **Great seal of the state of Tennessee-** (a) The great seal of the state of Tennessee shall be in the shape of a circle. The circumference of the circle shall bear the words "THE GREAT SEAL OF THE STATE OF TENNESSEE," and in the lower part of the circumference shall be the date "1796," being the year in which the constitution of Tennessee was adopted and Tennessee became one to the United States of America.

(b) Inside the upper semicircle of the circle shall be set the numerals "XVI," being the number of the state in chronological order within the United States; below the numerals shall be the figures of a plough, sheaf of wheat, and cotton plant, emblematic of agriculture within the estate; and under the base of the upper semicircle shall be the word "AGRICULTURE."

(c) Inside the lower semicircle of the circle shall be set the figure of a boat with sail, emblematic of commercial activity in the state; and below this figure the word "COMMERCE."

(d) The size of the seal embossed shall be not greater in diameter than two and one quarter inches (2 1/4") nor smaller in diameter than one and three quarter inches (1 3/4").

(e) The size of printed seals shall conform to the ranges of sizes as permitted by the rules of the state publication committee.

(f) Until a different rendering of this design is submitted by the governor to the secretary of state and approved by resolution by both houses of the general assembly, voting separately, the design currently in use is hereby validated and adopted, to wit. [Acts 1987, ch. 402, § 1.]

State Nicknames

Tennessee has had several nicknames, but the most popular is "The Volunteer State". Other nicknames include the "Big Bend State"; "The River with the Big Bend State"; and "Hog and Hominey State". Tennesseans sometimes are referred to as "Volunteers", "Big Benders", and "Butternuts".

State Tree

Chapter 204 of the Public Acts of the 1947 General Assembly designated the tulip poplar as the official State tree of Tennessee. (TCA 4-1-305)

State Wildflower

The passion flower was designated the official State wildflower by Chapter 16 of the Public Acts of 1973. (TCA 4-1-306)

State Cultivated Flower

The iris is designated the State cultivated flower by Chapter 16 of the Public Acts of 1973. While not so designated, the purple iris is generally considered the state flower. (TCA 4-1-307)

State Fruit

The tomato was designated the official State fruit by Chapter 154 of the Public Acts of 2003.

State Bird

The mockingbird, generally accepted as the State bird, was selected by the Tennessee Ornithological Society on April 11, 1933, rather than by an act of the legislature, and confirmed by Senate Joint Resolution No. 51, adopted by the General Assembly in that same year.

State Game Bird

The bobwhite quail is designated the official State game bird by Chapter 775 of the Public Acts of 1988. (TCA 4-1-318)

State Wild Animal

The raccoon was accepted by the 87th General Assembly as the official state wild animal. House Joint Resolution No. 156 was adopted in 1971.

State Horse

The Tennessee Walking Horse was named the official State horse by Public Chapter 596 of the 101st General Assmbley.

State Insects

The firefly, or lightning bug beetle, and the ladybug, or ladybird, beetle are the official state insects, designated by Chapter 292 of the Public Acts of 1975. (TCA 4-1-308)

State Commercial Fish

The channel catfish was designated the official state commercial fish by Chapter 489 of the Public Acts of 1988. (TCA 4-1-316)

State Sport Fish

The small-mouth bass is designated the official state sport fish in Chapter 277 of the Public Acts of 2005. (TCA 4-1-317)

State Agricultural Insect

Public Chapter 725 of 1990 designated the honeybee the State Agricultural Insect (TCA 4-1-308).

State Butterfly

The Zebra Swallowtail was designated as Tennessee's official butterfly by Public Chapter 896 by the 99th General Assembly in 1995.

State Amphibian

The Tennessee Cave Salamander was named official state amphibian by Public Chapter 367 of the 99th General Assembly in 1995.

State Reptile

The Eastern Box Turtle was designated official state reptile by Public Chapter 367 of the 99th General Assembly in 1995.

State Rock

Limestone was declared the official State rock by Chapter 42 of the Public Acts of 1979. (TCA 4-1-309) Earlier in 1969, the General Assembly adopted House Joint Resolution No. 42 which declared agate the state rock.

State Gem

The Pearl, taken from fresh water rivers of the State, was declared the official State gem by Chapter 192 of the Public Acts of 1979. (TCA 4-1-310)

State Songs

Tennessee has seven state songs, adopted on various occasions, as indicated below: (TCA 4-1-302)

"My Homeland, Tennessee" by Nell Grayson Taylor and Roy Lamont Smith, adopted by House Joint Resolution 36, 1925;

"When It's Iris Time in Tennessee" by Willa Mae Waid, adopted by Chapter 154 of the Public Acts of 1935;

"My Tennessee" by Francis Hannah Trantum, adopted by Senate Joint Resolution 35, 1955, as the official public school song;

"The Tennessee Waltz" by Redd Stewart and Pee Wee King, adopted by Senate Joint Resolution 9, 1965; and,

"Rocky Top" by Boudleaux and Felice Bryant, adopted by Chapter 545 of the Public Acts of 1982.

"Tennessee" by Vivian Rorie adopted by House Joint Resolution 744 of the 97th General Assembly.

"The Pride of Tennessee" by Fred Congdon, Thomas Vaughn, and Carol Elliot, adopted by House Joint Resolution 221 of the 99th General Assembly.

State Slogan

The official slogan for Tennessee: "Tennessee--America at its Best" was adopted by Chapter 33 of the Public Acts of 1965 and may be used in advertising for the state and its attractions. (TCA 4-1-304)

State Motto

According to Chapter 402 of the Public Acts of 1987, the motto of the state of Tennessee is "Agriculture and Commerce", as proclaimed on the great seal of the state of Tennessee since 1801. (TCA 4-1-315)

State Poem

The Poem "Oh Tennessee, My Tennessee" by Admiral William Lawrence, was designated the official state poem by Chapter 111 of the Acts of 1973. (TCA 4-1-303)

State Folk Dance

The square dance was designated the state dance by Chapter 829 of the Public Acts of 1980. (TCA 4-1-312)

State Fine Art

Porcelain painting (china painting) is recognized as a fine art in Tennessee by Chapter 55 of the Public Acts of 1981. (TCA 4-1-313)

Jamboree and Crafts Festival

The Smithville Fiddlers' Jamboree and Crafts Festival was adopted in 1997 by House Joint Resolution 24 of the 100th General Assembly as the official jamboree and crafts festival.

Tartan

The official State tartan of Tennessee is designated by Chapter 82 of the Public Acts of 1999. The design is a symmetrical tartan sett, using the following colors: natural white, dark green, purple, red, and dark blue.

State Artists

H.R. Lovell is designated Tennessee's official artist-in-residence by House Joint Resolution 435 in 2000.

Burton Callicott is designated Tennessee's official State artist by Senate Joint Resolution 118 in 1991.

State Painting

The paintings *Tennessee Treasures* and *Tennessee Treasures, Too*, by Tennessee artist Michael Sloan, were designated as the official paintings of Tennessee by Senate Joint Resolution 57 of the 100th General Assembly in 1997.

Songwriting

Songwriting is designated as one of Tennessee's official art forms, by Senate Joint Resolution 121 of the 103rd General Assembly.

Official Railroad Museum

The Tennessee Valley Railroad Museum, in Hamilton County, is designated the official railroad museum in Tennessee by Chapter 547 of the Public Acts of 1978. (TCA 4-1-311)

Distinguished Service Medal

House Joint Resolution 239 of the 91st General Assembly created the "Tennessee Distinguished Service Medal" in May 1979.

Aviation Hall of Fame

The Tennessee Aviation Hall of Fame, located at the Gatlinburg-Pigeon Forge Airport in Sevier County, was designated as the official State aviation hall of fame by Chapter 78 of the Public Acts of 2001.

Official Language

English was established as the official and legal language by Chapter 821 of the Public Acts of 1984. TCA 4-1-404 states: "All communications and publications, including ballots, produced by governmental entities in Tennessee shall be in English, and instruction in the public schools and colleges of Tennessee shall be conducted in English unless the nature of the course would require otherwise."

Poet Laureate

House Joint Resolution 133 of 1995 named Margaret "Maggi" Britton Vaughn as Poet Laureate of Tennessee.

Ambassador of Letters

Harriette Louise Bias Allen, was named "Tennessee's Ambassador of Letters" by House Joint Resolution No. 222 in 1977.

American Sign Language

By Public Chapter 121 of 1989 (effective April 18, 1989), American Sign Language was recognized and adopted as the official and native sign language of the deaf in Tennessee. (TCA 4-1-105).

(*Compiler's note, All state symbols information courtesy of Tennessee Blue Book, published by the Tennessee Secretary of State)

CONGRESSIONAL REPRESENTATION

Congress, the federal Legislative Body, is bicameral, that is, there are two bodies or "Houses": the Senate and the House of Representatives.

There are 100 members in the Senate, two from each state in the union. The presiding officer, the Vice President of the United States, is called the President of the Senate in his role in the Senate. Since the President of the Senate is not a member of that body, he votes only in the event of a tie.

The United States House of Representatives is composed of 435 members. The Representatives, or Congressmen as they are often called, each represent approximately 700,000 citizens in their home state. Tennessee, with a population of 6,456,243, has nine (9) Congressmen.

United States Senators

Bob Corker (R)

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(615) 279-8125
Fax: (615) 279-9488

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Lamar Alexander (R)

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United States Representatives

1st District—Phil Roe

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Morristown District Office
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District 2—John J. Duncan, Jr.

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(202) 225-6440

Maryville District Office
Blount County Courthouse
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Maryville, TN 37804

Fax: (865) 984-5464
(865) 984-0521

Knoxville District Office
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Knoxville, TN 37902

Fax: (865) 523-3772
(865) 544-0728

District 3—Chuck Fleischmann

Washington Office
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Fax: (202) 225-3271
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Chattanooga District Office
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Oak Ridge District Office
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(865) 576-3221

District 4—Scott DesJarlais

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Columbia, TN 3840

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(931) 381-9945

Crossville Office
62 East Second Street
Crossville, TN 38555

Fax: (931) 707-9091
(931) 707-9100

Winchester Office
212 First Avenue SE
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Fax: (931) 962-3180
(931) 962-3435

District 5—Jim Cooper

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District 6—Diane Black

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Cookeville Office
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Fax: (931) 854-0069
(615) 896-8218

Crossville Office
29 Taylor Avenue, Suite 201
Crossville, TN 38555

Fax: (931) 854-0069
(615) 206-8980

Gallatin Office
355 North Belvedere Drive, Suite 308
Gallatin, TN 37066

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(615) 896-8218

District 7—Marsha Blackburn

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Clarksville Office
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Memphis, TN 38133

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Franklin Office
305 Public Square, Suite 212
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(202) 225-1765

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(731) 427-1537

Dyersburg Office
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(731) 285-5008

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Memphis District Office
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TENNESSEE HOUSE OF REPRESENTATIVES

108TH GENERAL ASSEMBLY



PERMANENT RULES OF ORDER

BETH HARWELL, SPEAKER

SELECT COMMITTEE ON RULES

Steve McDaniel, Chair; David Alexander, Karen Camper, Glen Casada, JoAnne Favors, Craig Fitzhugh, Matthew Hill, Curtis Johnson, Jon Lundberg, Gerald McCormick, Charles Sargent, Michael Turner and Mark White.

PERMANENT
RULES OF ORDER

of the

TENNESSEE
HOUSE OF REPRESENTATIVES

One Hundred Eighth General Assembly

1. SPEAKER TO CONVENE HOUSE. At the hour to which the House shall have been adjourned, the Speaker shall proceed to the dais and announce that the House is in session in accordance with the adjournment motion previously made. The Speaker shall then call the House to order and, after appropriate opening ceremonies, call for the regular order of business, beginning with a roll call to determine that a quorum is present. A quorum of the House of Representatives shall be as defined by the Constitution of the State of Tennessee: "Not less than two-thirds of all the members to which each house shall be entitled shall constitute a quorum to do business; but a smaller number may adjourn from day to day, and may be authorized, by law, to compel the attendance of absent members." Article 2, Section 11, Constitution of the State of Tennessee.

2. SPEAKER TO PRESERVE ORDER. The Speaker shall preserve order and decorum and may speak to points of order in preference to other members. The Speaker will have the authority to set the guidelines for decorum.

3. OTHER DUTIES OF SPEAKER. The Speaker shall supervise the preparation of the daily Journal and shall have general direction of the Representative Chamber in accordance with the authority granted under the Rules of the House.

4. ORDER IN GALLERY OR LOBBY. In case of any disturbance or disorderly conduct in the gallery or lobby, the Speaker or the Chair of the Committee of the Whole shall have power to order the same to be cleared.

5. FORMS OF QUESTIONS. Questions shall be put directly in this form: "Representatives in favor of (then state the proposition) say 'Aye' and, after the affirmative will be expressed, "Representatives who are opposed, say 'Nay'." If the Speaker doubt, or a roll call be requested, as provided in Rule 29, a roll call vote shall be taken.

6. SPEAKER TO APPOINT COMMITTEES. The Speaker shall appoint all committees, unless otherwise directed by the House, in which case they shall be elected by a vote of the House; and if, upon the first ballot, there be no election, a second ballot shall be taken, in which a plurality of votes shall elect. The Speaker shall, in appointing committees, give consideration to the abilities, preferences and seniority of the members and the political party representation in the House. No member shall be appointed to serve on more than two (2) standing committees, exclusive of the Committee on Calendar and Rules.

7. SPEAKER TO APPOINT COMMITTEE OFFICERS. The Speaker shall appoint one (1) chair and one (1) vice-chair for each of the standing committees and for the Committee on Calendar and Rules. The Speaker shall appoint one (1) subcommittee chair for each subcommittee. Any officer of any committee, with the approval of the Speaker, may choose to be a member of only one (1) committee. In appointing committee officers, the Speaker shall consider the abilities, preferences and seniority of members and the political party representation in the House.

8. SPEAKER PRO TEMPORE. A Speaker pro tempore of the House of Representatives shall be elected by the membership of the House during the organizational session of the General Assembly. The Speaker pro tempore shall serve until a successor is chosen or until the expiration of such speaker's term, whichever shall first occur. The Speaker pro tempore shall act during the absence of the Speaker, except that the Speaker shall have the right to name any member to perform the duties of the Chair for periods not to exceed three (3) consecutive legislative days. In the absence of the Speaker and the Speaker pro tempore, it shall be the duty of the Clerk to call the House to order and call the roll for the election of a temporary Speaker. In the event of an interim vacancy of the office of Speaker, through death or resignation, or in the event of disability of the Speaker, the Speaker pro tempore shall conduct the necessary business of the House only until such time as an election can be held in the House to fill the vacancy.

9. CHIEF CLERK. There shall be a Chief Clerk, Assistant Chief Clerk, Chief Engrossing Clerk and Chief Sergeant-At-Arms of the House of Representatives who shall be appointed by the Speaker and who shall serve until a successor is chosen. The Chief Clerk shall keep open the Office of the Clerk during and between sessions of the General Assembly on a permanent basis and shall transact efficiently such business as is assigned or required by law or rules of the House, both during and between sessions. The Chief Clerk, Assistant Chief Clerk, Chief Engrossing Clerk and Chief Sergeant-At-Arms shall take an oath to support the Constitution of the United States and of the State of Tennessee and to truly and faithfully discharge the duties of the office to the best of such clerk's knowledge and ability.

10. APPOINTMENT OF HOUSE EMPLOYEES. The Speaker shall appoint such House employees as are necessary for the proper transaction of the business of the House.

11. VOTES REQUIRED FOR CHOICE. In all votes other than those specifically provided for herein, a majority of those present and voting shall be necessary to a choice, a quorum being present.

12. ORDER OF BUSINESS. The reading of the daily Journal for the preceding day shall not be required; provided, however, that upon appropriate motions, the House may direct that the same be read. Any corrections in the Journal shall be suggested by individual members under the order of Unfinished Business.

After appropriate opening ceremonies, the Speaker shall call for the following:

- (1) Roll Call
- (2) Personal Orders
- (3) Introduction of Resolutions
- (4) Senate Joint Resolutions (Congratulatory, Memorializing)
- (5) Resolutions Lying Over
- (6) Introduction of Bills
- (7) Senate Bills on First Consideration
- (8) Senate Bills on Second Consideration
- (9) House Bills on Second Consideration
- (10) Petitions and Memorials
- (11) Reports from Standing Committees
- (12) Reports from Select Committees
- (13) Calendars
- (14) Unfinished Business
- (15) Announcements
- (16) Roll Call

13. SPECIAL ORDER. It shall require an affirmative vote by two-thirds (2/3) of the members to which the House is entitled under the Constitution to set a special order of business; however, when a motion has been made to set for a special order any bill, resolution, or motion, the motion having failed for lack of a two-thirds majority but having received a majority vote of the members of the House present, it shall be in order, upon the demand of five (5) members of the House, for the Committee on Calendar and Rules to meet and report for the adoption or rejection by a majority vote of the House a rule or order fixing a time for the consideration of said bill or measure. It shall require a majority vote of the members of the House to postpone any special order set.

14. NUMBER OF SPECIAL ORDERS PERMISSIBLE WITHOUT RE-REFERRAL. After a bill has been scheduled for third consideration, another date for third consideration may be requested, and the bill or resolution shall be so scheduled, however, any bill or resolution shall only be rescheduled three (3) times. If the House does not consider the bill or resolution on or before the fourth such scheduled time, the bill or resolution shall be automatically re-referred to the Committee on Calendar and Rules. The same shall apply to any bill or resolution that has been rescheduled without special order.

15. PETITIONS AND MEMORIALS - BRIEF STATEMENT. Before any petition or memorial addressed to the House shall be received and read at the table, a brief statement of the contents of the petition or memorial shall be filed with the Chief Clerk.

16. SYSTEM ENTRY CODE. Before any bill or resolution can be accepted by the Chief Clerk for the purpose of pre-filing and assigning a number, or any committee amendment or any other amendment in the first degree can be accepted for the purpose of attaching it to a bill, the document in question shall have a system entry code affixed thereto by the Office of Legal Services.

17. RESOLUTIONS. Resolutions shall be pre-filed with the Office of the Chief Clerk by 4:00 p.m. for introduction the following day and referral to the appropriate standing committee. However, all congratulatory and memorializing resolutions shall automatically be introduced the day of filing or the first legislative day thereafter and placed on the next Consent Calendar in accordance with Rule No. 50.

Joint resolutions calling for joint conventions shall be referred by the Speaker to a committee consisting of the Speaker, the Majority Leader and the Minority Leader for immediate consideration. The committee shall report its recommendations concerning the proposed joint convention to the House.

18. DUTIES OF MEMBERS TOWARD SPEAKER. No member shall be recognized by the Speaker unless the member addresses the chair from such member's desk. In all cases the member who shall first rise shall be entitled to speak first; but when two (2) or more members shall rise at the same time, the Speaker shall name the member who shall speak first.

When any member is about to speak in debate or deliver any matter whatever to the House, such member shall rise, and respectfully address the chair and await the notice of the Speaker. After recognition by the Speaker, the member shall proceed with making remarks which strictly conform to the question under debate and avoid all personalities.

19. TRANSGRESSION OF RULES BY MEMBER. Any member who, in speaking or otherwise, transgresses the Rules of the House, the Speaker shall, or any other member may, call such transgressing member to order, in which case the member so called to order shall immediately sit down, unless permitted to explain; and the House shall, if appealed to, decide the case without debate. If there be no appeal, the decision of the Chair shall prevail. If the decision be in favor of the member called to order, such member shall be permitted to proceed, without leave of the House. If otherwise, such member shall not be permitted to proceed. In case any member objects and continues, without leave of the House, and if the case require it, such member shall be liable to the censure of the House.

20. ATTENDANCE OF MEMBERS REQUIRED. No member shall be absent from service in the House without leave first obtained; and in case a less number than the quorum of the House shall convene, the Speaker is hereby authorized to send the Sergeant-at-Arms, or any other person or persons, for any or all absent members. This shall be done at the expense of such absentees, respectively, unless such excuse for nonattendance shall be rendered as the House, when a quorum is convened, shall deem sufficient.

21. TIME LIMITS OF DEBATE. Each member shall be limited to fifteen (15) minutes in such member's opening remarks and shall be limited to ten (10) minutes in rejoinder in discussion upon the floor of the House, EXCEPT by a majority of the members present, the House may increase or decrease the limitations of time herein set out for debate on a particular bill, resolution or motion.

22. PERSONS ADMITTED ON FLOOR OF HOUSE. The Sergeant-at-Arms shall admit no person into the House Chamber thirty (30) minutes prior to and during any session except members of the General Assembly, employees of the House as designated by the Speaker of the House, employees of the Senate as designated by the Speaker of the Senate, employees of the Office of Legal Services, employees of the Office of Legislative Information Services, Fiscal Review Committee staff, as designated by the Speaker of the House, members of the Capitol Hill Press Corps as designated by the chair of the Corps and approved by the Speaker of the House, and the Chaplain and the Physician of the Day. All visitors and spectators shall have access to the gallery so long as they preserve order.

23. EVERY MOTION MUST BE SECONDED. Every motion must be seconded by some member of the House other than the proponent of the motion and upon failure of a second, the Speaker shall declare the motion failed for lack of a second.

24. MOTION REDUCED TO WRITING. The Speaker may require any motion to be reduced to writing and placed on the desk of the Clerk.

25. WHAT MOTION DEBATABLE. All motions shall be subject to debate except the following motions:

- (1) To adjourn
- (2) Lay on the table

(3)For the previous question

Provided, however, the proponent of any motion sought to be tabled shall have the right to be heard after the motion to table is made and before said motion to table is put to vote.

26. PRECEDENCE OF MOTIONS. When any question or motion is under debate in the House, the following motions only shall be in order and may be entertained by the Speaker:

(1)To adjourn

(2)To lay on the table

(3)For the previous question

(4)To postpone to a day certain

(5)To commit or recommit

(6)To amend

Each of said motions shall take precedence in the order set out herein.

27. NO MOTION TO ADJOURN OR PREVIOUS QUESTION UNTIL FURTHER BUSINESS. When a motion to adjourn or a call for the previous question shall have been made and failed, the Speaker shall not entertain another motion to adjourn or a call for the previous question until some business has been transacted since the last motion to adjourn or a call for the previous question was voted upon.

28. WHEN MOTION NOT TO BE ENTERTAINED BY SPEAKER. After the Speaker has submitted a question or after there has been a roll call or count of the House, the Speaker shall not entertain or recognize a member on a point of personal privilege or otherwise until a decision of the House has been declared by the Chair. At any other time, a member may rise to a point of personal privilege but such member shall confine such remarks to questions affecting the rights, reputation and conduct of the member in such member's official capacity, and shall not address remarks to any question germane to substantive matters being considered.

29. DEMAND OF ROLL CALL. Any question or motion (except final passage of a bill) may be put to the House by a voice vote at the discretion of the Speaker; provided, however, that, as required by the Constitution of Tennessee, any five (5) members of the House may require a roll call of the membership of the House and said members desiring a roll call shall indicate their desire by raising their hands. All votes taken upon final passage on third consideration of a general bill and all votes taken on demand by any five (5) members as provided for shall be taken by the electronic roll call system, provided that the Speaker may require the calling of the names of the members in alphabetical order and each member shall then answer "Aye" or "Nay" when such member's name is called by the Clerk without debate. Whenever the electronic roll call system is used, the Clerk shall preserve the record of the votes of the members by making the printed roll call as authenticated by the roll call system a part of the rough journal. All members casting votes by the electronic roll call machine shall be at their proper desks at the time for voting with the exception of the Speaker and sponsor moving passage of the bill under consideration. No member shall vote for another member on the electronic roll call system or otherwise. A member temporarily away from their desk, but within the House Chamber, may request the Clerk to record their vote before the result is announced by the Speaker. If a member is deemed absent by the Clerk during voting, the Clerk shall lock the member's electronic roll call machine. In the event the electronic roll call system is inoperative, all questions shall be put to the House by voice vote or by calling the roll as circumstances may require.

30. EXPLANATION OF VOTE. Any member may have written into the Journal an explanation of such member's vote on any particular motion, resolution, or bill by presenting to the Clerk an appropriate explanation in typewritten form. However, an oral explanation is not a matter of privilege and shall not be allowed from the floor.

31. CHANGE OF VOTE. Any member's vote on a roll call vote may be changed if such member requests such change before the result of the roll call is announced by the Speaker. After the result of the roll call is announced by the Speaker, no member may change such vote and the Journal entry shall not be altered. However, any member not voting at the time the roll call was taken, or any member voting on the original question but wishing to express a desire to change such member's original stand, may, have entered on the Journal a typewritten statement of support of or opposition to the question upon which the vote was taken.

32. APPEALS TO HOUSE ON RULINGS OF SPEAKER. Any five (5) members of the House may appeal to the House from the ruling of the Speaker and a majority vote of the members present shall decide the appeal.

No member shall speak more than twice on the appeal except with the permission of the majority of the members present

33. WHO MAY ADDRESS SPEAKER. No one may address the Speaker except a member of the House.

34. DIVISION OF QUESTION IN DEBATE. If the question in debate contains several points, any member may have the same divided; but no bill shall be divided on third and final consideration.

35. OTHER PAPERS AND VISUAL AIDS. When the reading of a paper is called for and the same is objected to by any member, it shall be decided by a vote of the House without debate. Distribution of other papers to the desks of the members shall be restricted to general announcements only, can only be accomplished upon request of a member of the House and must reflect the name of the requesting member. No props or other devices shall be used as visual aids for the advocacy of, or opposition to, any bill or resolution.

36. PREVIOUS QUESTION. The previous question shall only be admitted when demanded by two-thirds (2/3) of the members present. It may be applied to the main question, the main question and amendment, or to the main question and amendment to the amendment. If the question prevails on the main motion, its effect shall be to preclude all future amendments and terminate all debate. When a member's turn to be recognized comes and that member, during that turn of recognition, wishes to call the previous question, the member may not debate that issue at that time, but must only move for the previous question. The proponent of the motion, amendment, resolution or bill shall have the right to close the debate thereon, and no call for the previous question shall cut off this right. However, when the demand for the previous question has been made and rejected under the foregoing provision but received a majority vote of the members of the House, it shall be in order, upon the demand of any five (5) members of the House, for the Committee on Calendar and Rules to meet and fix or limit the time in which debate on said question shall be closed, which decision shall be binding upon all membership of the House.

37. TABLED MOTION - HOW REMOVED, ETC. When any bill, resolution, or motion is laid on the table by a vote of the House, it shall require a two-thirds (2/3) vote of those members present to take it from the table; but it shall require only a majority of the votes (a quorum being present) to lift from the table a vote rejecting a bill, resolution, or a motion.

38. BILLS DISPLACED BY SUBSTITUTION TABLED. When a bill has been substituted for another bill, the bill displaced by the substitution shall be considered as tabled.

39. WHEN BILL OR RESOLUTION FAILS TO RECEIVE CONSTITUTIONAL MAJORITY. When any bill or resolution is voted upon, but fails to receive a constitutional majority, the same shall be automatically re-referred to the Committee on Calendar and Rules and shall not be set again for a calendar unless it is recommended by two-thirds (2/3) of the committee members entitled to vote at a meeting of the committee. Any bill so rereferred during the final seven (7) days of the session shall not be again placed on the calendar for consideration during that session unless called for by a favorable vote of two-thirds (2/3) of the members to which the House is entitled under the Constitution, in which case it shall be placed in the next available position on the calendar for a succeeding day. However, no bill or resolution may be voted on more than twice during this General Assembly.

40. MOTION TO RECONSIDER FOLLOWING FINAL PASSAGE. When a vote on final passage of a bill has been made and carried in the affirmative or negative, it shall be in order for any member voting with the prevailing side to move for a reconsideration thereof, at any time the same day or the next succeeding day of actual session. If the member moving the reconsideration shall request that motion be entered upon the Journal, it shall be done, and such member shall have exclusive control of the motion during that day and the next succeeding day of actual session; providing the motion has been duly seconded; and the motion shall be a privileged motion, taking precedence, when called up, over all other business. Thereafter, it may be called up by any member and disposed of by the House; however, no motion to reconsider a reconsideration shall be in order. No motion to reconsider shall be placed upon the Journal during the last seven (7) legislative days of any annual session.

41. NO CROWDING ABOUT CLERK'S DESK. Members shall not crowd or stand about the Clerk's desk.

42. WHO ALLOWED IN ROOMS OF CLERKS. No persons other than members and employees of the General Assembly shall be allowed in the offices of the Chief Clerk and Chief Engrossing Clerk during the period the House is in floor session.

43. INFORMATION REQUIRED ON COVERS OF BILLS AND RESOLUTIONS. Every bill or resolution introduced shall be typewritten on not less than a full page of paper.

Each bill or resolution shall be enclosed in a manuscript cover and shall bear the signature(s) of the sponsor(s) on said cover and said cover shall also contain a succinct statement of the purpose or nature of said bill or resolution.

No member shall be permitted to be added as a sponsor to a bill or resolution without the written permission of the first prime sponsor; provided, however, if a piece of legislation purports to name a public facility (bridge, building, etc.), the member who represents the district in which said facility lies shall be allowed to be added as a prime sponsor. Only the first prime sponsor may request that a bill be put on notice. However, the first prime sponsor may designate in writing, filed with the office of the house clerk, such other prime sponsor(s) who shall have all the rights of the first prime sponsor as to action on a bill.

The Chief Clerk shall delete the name of any member who is not the only prime sponsor from any bill or resolution upon receipt of such request in writing.

When a member introduces a bill or resolution, the Clerk shall immediately give the same a House number.

44. FILING OF BILLS FOR INTRODUCTION.

(a) Bills which have not been assigned a system entry code by the Office of Legal Services shall not be accepted for filing or pre-filing by the Office of the Chief Clerk.

(b) All bills for introduction shall be filed with the Chief Clerk no later than 4:00 p.m. on the day preceding the date of introduction.

(c) In the interim between sessions, any member of the House may pre-file a bill or resolution for introduction in the next session and the procedure shall be as follows:

(1) The bill or resolution shall be filed with the Chief Clerk of the House by the member in the number and form prescribed by the Rules of the House.

(2) The Chief Clerk shall number the bill or resolution and note thereon the date of the first day of the next session, on which the bill or resolution will be introduced and, in the case of bills, will pass first consideration.

(3) After written request of the sponsor of a pre-filed bill or resolution, the Speaker of the House may refer the bill or resolution to the appropriate committee to be studied and considered by the committee, or a subcommittee thereof, during the interim between sessions.

(d)

(1) No member may file more than fifteen (15) bills during each annual session of a General Assembly.

(2) For the purposes of this Rule 44(d), "bill" means general bills and resolutions, except as provided in subdivision (3).

(3) The following general bills and resolutions are excluded from the limits imposed by this Rule 44(d):

(A) General bills of local application as specified in their captions and local bills;

(B) Administration bills and resolutions, limited to seventy-five (75) per annual session exclusive of bills and resolutions otherwise exempt from the limitation in this subsection;

(C) Resolutions approving amendments and revisions to rules of procedure promulgated by the Supreme Court and the annual codification act;

(D) Annual appropriations bills, supplemental appropriations bills, bond bills, index bills and bills that contain in their caption the following language, "relative to statutory revisions required for implementation of the annual appropriations act";

(E) General bills sponsored and designated by an officer of the Government Operations Committee concerning extensions and terminations of entities or rules;

- (F) Resolutions that are memorializing or congratulatory in nature and are not referred to a standing committee;
- (G) Resolutions confirming appointments or authorizing annual charitable events; and
- (H) Resolutions that are procedural in nature and are not referred to a standing committee.

(e) Notwithstanding the bill filing limitation in Rule 44(d), any member may petition the rules committee for an exception to exceed the limitation on or before the tenth (10th) legislative day the House convenes for the transaction of business in any regular legislative session. Any such petition shall include the reasons for the exception and the jacketed copy of the bill or resolution for which the exception is sought. If approved by a majority vote of the total membership of the rules committee, the bill or resolution shall be introduced.

45. BILLS TO BE NUMBERED. Each bill introduced shall be numbered in numerical order by the Clerk and said bill shall bear said number and be designated by said number in all future considerations of the same in the House. No bill shall be assigned a number by the Clerk or be referred by the Speaker to a committee for consideration unless it contains a title or caption; an enacting clause stating, "Be it enacted by the General Assembly of the State of Tennessee:" and language following the enacting clause purporting to state new law or to amend or repeal existing law. Further, no bill that has not been assigned a system entry code by the Office of Legal Services shall be accepted or numbered by the Office of the Chief Clerk.

46. ONE CONSIDERATION PER DAY'S SESSION. Only one (1) consideration of a bill may be had in the House in any day's session.

47. SECOND CONSIDERATION - REFERRED TO COMMITTEE. After the passage of a bill on second consideration, all bills shall be referred by the Speaker to the appropriate committee. A bill assigned to a committee may be reassigned to a different committee only at the discretion of the Speaker. Such reassignment shall be noted by the Clerk. Any bill certified by its sponsor to be a caption bill or which is deemed so by the Speaker, shall receive first and second consideration and then shall be held on the Clerk's desk pending the filing of an amendment in proper form. After the filing of the amendment, the bill shall be referred by the Speaker to the proper committee. Any caption bill that fails to state a subject shall be held on the Clerk's desk until withdrawn by the sponsor.

48. SUBSTITUTE SPONSOR OF LOCAL BILL. Should a Member be on active military duty and unable to attend legislative session then the Speaker may appoint another member to handle the affected members duties and rights with respect to Local Bills.

49. DUTIES OF COMMITTEE ON CALENDAR AND RULES CONCERNING CALENDAR. All bills having been considered and reported out of the standing committee to which referred shall be automatically transmitted to the Committee on Calendar and Rules without further reference by the Speaker; and no bill of general nature shall be considered for third and final passage until a written calendar, from the Committee on Calendar and Rules, giving notice of such bill, has been posted in a regular place in the House Chamber at least forty-eight (48) hours prior to such consideration. Not more than twenty-five (25) general bills shall be placed on the calendar for final consideration on any one (1) day, and this number shall include any bills carried over from previous calendars or any bills set for special order. Should the House not complete any day's calendar, all bills remaining unconsidered shall go to the top of the calendar on the next day that general bills are considered, provided that only so many of the said bills shall be carried over as will not cause the total to be considered on that day to exceed the aforesaid limit. Any bills remaining to be carried over in excess of that number shall be placed at the head of the calendar on a succeeding day or days, within the daily maximum of twenty-five (25). The foregoing maximum limitation on bills for daily consideration may be suspended by the Committee on Calendar and Rules by a two-thirds (2/3) vote of the total membership of said committee.

50. CONSENT CALENDAR. Any bills or resolutions which are not controversial in nature shall be placed on a Consent Calendar by the officers of the Committee on Calendar and Rules, except for those resolutions placed on the Consent Calendar pursuant to Rule No. 17. The Consent Calendar shall be printed and posted in a regular place in the House Chamber at least seventy-two (72) hours in advance of the time for such consideration.

Any member may object in writing to a bill or resolution on the Consent Calendar and if objection is raised, the bill or resolution shall be removed from the Consent Calendar and placed at the foot of the regular calendar for consideration on the day following removal from the Consent Calendar; provided, however, that any bill or resolution objected to and removed from the Consent Calendar on the final day of a session shall be placed at the foot of the regular calendar on that day.

Upon a motion for passage of the Consent Calendar pursuant to Rule 50, the appropriate language shall be spread in the Journal:

"all House Bills having companion Senate Bills and are on the Clerk's desk be conformed and substituted for the appropriate House Bill, all Senate and House Bills on the Consent Calendar be passed on third and final consideration, all House Resolutions and House Joint Resolutions be adopted, and all Senate Joint Resolutions on the Consent Calendar be concurred in."

51. SPONSOR OF BILL AND CHAIR OF STANDING COMMITTEE PROPOSING AMENDMENT TO BILL MUST BE PRESENT. No bill may be considered on third and final reading unless the sponsor of said bill and the chair, or the chair's designee, of a standing committee which has recommended any amendment or amendments to the bill shall be present in the House, unless such sponsor or chair shall have previously indicated in writing to the Speaker permission for same to be brought up in such member's absence. However, if such sponsor, the chair or the chair's designee is not present in the House within one (1) hour from the time the bill is reached on the calendar, or the calendar is completed, this requirement is waived and the House may proceed to consider the bill in the absence of such sponsor, the chair or the chair's designee.

52. SUBSTITUTE SPONSOR OF BILL. Upon the death or disability requiring the absence from the House of any sponsor of a bill, the Speaker may name one (1) of the cosigners of said bill as sponsor, and if only one (1) person shall have signed said bill as sponsor, and said sponsor becomes unable to be present in the House, the Speaker may name any person favorable to said bill as sponsor.

53. RECALL OF BILL FROM COMMITTEE. Except during the organizational session, after any bill or other matter shall have been in any standing committee for seven (7) days, the same may be called for by two-thirds (2/3) of the members to which the body is entitled under the Constitution and placed upon the calendar of the Calendar & Rules Committee. Such action shall be in order only after a signed notice giving the number of the bill to be called for has been filed with and announced by the Clerk at least one (1) day prior to offering a motion to withdraw said bill from the standing committee in which it is held. When a bill has been recalled from a standing committee to which it was assigned by the Speaker, it shall be placed at the top of the Calendar & Rules calendar on the next day on which the committee meets. This rule (rule 53) may not be suspended.

54. RECALL OF BILL OR RESOLUTION FROM SENATE OR GOVERNOR. Upon motion, the House acting by the written message of the Clerk may request the return of a bill or resolution from the Senate. If a bill has been transmitted to the Governor, upon motion, the forwarding body acting by written message of the Clerk may request the return of the bill or resolution from the Governor.

55. BILL MAY BE RECOMMITTED. After commitment and report thereof to the House, at any time before its passage, a bill may be recommitted, provided the recommitment of the bill during the last seven (7) days of a session shall prohibit further consideration of the bill during that session unless recalled under Rule 53.

56. PRECEDENCE OF SENATE BILLS. Bills coming from the Senate shall have precedence of bills in the House on the same subjects.

57. CERTIFIED BY CLERK. When a bill shall pass it shall be certified by the Clerk, noting the day of its passage at the foot thereof.

58. BILLS TO BE EXAMINED BY CHIEF ENGROSSING CLERK. All bills passed in the House shall, before they are sent to the Senate, be examined by the Chief Engrossing Clerk, whose duty it shall be to examine all bills, amendments, resolutions or motions, before they go out of the possession of the House, and to make report that they are correctly engrossed, which report shall be entered in the Journal. The Chief Engrossing Clerk shall correct any misspelled words in such documents prior to transmission.

59. CONCURRENCE OF HOUSE IN SENATE AMENDMENTS. When a House bill is returned from the Senate with an amendment or a substitute for the House bill, the "ayes" and "noes" shall be called for on the concurrence in the amendment or the passage of the substituted bill and entered on the Journal of the House. No said amendment or substituted bill shall be considered as concurred in or passed unless a majority of the members to which the House is entitled shall have voted affirmatively therefor and the said vote shall have been entered on the Journal. Any measure coming from the Senate

with an amendment or a substitute for the House bill shall lie over one (1) day except on the final two (2) legislative days of a session.

No measure coming from the Senate with an amendment or any other Senate action requiring House concurrence or non-concurrence shall be acted on by the House until the Chief Clerk has announced that the measure has been returned from the Senate requiring further action by the House. This announcement shall be made on the legislative day prior to consideration of the measure by the House under the order of unfinished business except during the final four (4) legislative days of the session. The Chief Clerk will see that an impact summary of the Senate action on the measure as prepared by the Office of Legislative Information Services is placed on a special Senate Message Calendar to be printed and placed on the members' desks on the legislative day immediately following the announcement. The impact summaries will appear in numerical order regardless of the nature of the measure.

60. AMENDMENTS TO BILLS.

(a) No amendment beyond the second degree shall be entertained, that is, an amendment to an amendment; and in all such cases, the vote on the respective amendments shall be had in the reverse order in which the same were made.

(b) Except for amendments correcting grammatical or typographical errors, those simply changing dates or the effective date clause or amendments offered on the last day of any general session, the following shall apply to amendments offered by members of the House:

(1) Notice of the proposed amendment or amendment to an amendment has been given by two o'clock p.m. (2:00 p.m.) central time of the day prior to its consideration by the House; provided that, for Monday's calendar, notice of the proposed amendment or amendment to an amendment has been given by twelve o'clock (12:00) noon central time on the day of consideration. A copy of the proposed amendment or amendment to an amendment shall be made available to each member of the House; or

(2) The amendment has been considered by the standing committee which considered the bill itself, and the Committee has made a recommendation concerning the adoption of the amendment in the same manner that the Committee made its recommendation concerning the passage of the bill, a copy of said amendment shall be made available to each member of the House prior to a vote on same; or

(3) With the approval of both leaders or by a two-thirds (2/3) vote, of the members present and voting, for consideration of the amendment if there has not been compliance with either subdivisions (1) or (2) above.

(c) The sponsor of an amendment that has not been filed in compliance with House Rule 60 (b) shall be limited to a one (1) minute explanation of the amendment to be considered.

61. TABLING OF AMENDMENT KILLS SAME. When a motion to lay on the table an amendment, in the first or second degree, to a pending bill, resolution or other matter, prevails, it shall be a final defeat of the tabled amendment, and the further consideration of such bill, resolution, or other matter, may be at once continued.

62. NO RIDER. No amendment by way of a rider shall be received.

63. MOTION TO REJECT. When a bill receives a constitutional majority in the negative on a motion to pass on third and final consideration, or when a resolution receives a constitutional majority in the negative on a motion to adopt or concur on final consideration, the Speaker, after the announcement of the vote by the Clerk, shall say "(document type and number), having received a constitutional majority in the negative on a motion to pass on third and final consideration (or adopt or concur), I hereby declare the floor now open for a motion to reject." If a member makes the motion to reject, that motion and the bill or resolution in question will lie over the remainder of that legislative day and the Speaker will direct the Chief Clerk to place the bill or resolution in question at the heel of the regular calendar set for the next legislative day.

When a bill or resolution is considered on the next legislative day, no other motion shall be in order until the motion to reject has been disposed of and the Speaker has declared the final status of the bill or resolution in question. If the motion to reject passes, the Speaker, after the announcement of the vote by the Clerk, shall say "(document type and number), having received a constitutional majority in the negative on the motion to pass on third and final consideration (or adopt or concur), and having received a constitutional majority in the affirmative on the motion to reject, I hereby declare (document type and number) rejected under the terms set forth in Article II, Section 19, of the Constitution of the State of Tennessee."

If no motion to reject is made, or if a motion to reject is made and fails to receive a constitutional majority, the Speaker shall re-refer the bill or resolution in question to the Committee on Calendar and Rules.

If the motion to reject as provided for in this rule is passed, then (a) pursuant to Article II, Section 19, Tennessee Constitution, no bill containing the same substance shall be passed into a law during this General Assembly, and (b) the motion to reconsider shall be out of order.

Motions to reject shall not be in order except as provided above.

64. MOTION TO RECONSIDER EVERY BILL MUST BE ACTED UPON. The Clerk shall transmit to the Senate no bill, resolution, message, report, amendment, or motion nor shall the Chief Engrossing Clerk present any bill or resolution to the Governor for his action until the motion to reconsider shall have been acted upon and said action entered on the Journal.

65. STANDING COMMITTEES. There shall be the following standing committees, each of which the Speaker and the Speaker Pro Tempore shall be voting members, to wit:

- (1) Agriculture and Natural Resources
- (2) Business and Utilities
- (3) Civil Justice
- (4) Consumer and Human Resources
- (5) Criminal Justice
- (6) Education
- (7) Finance, Ways and Means
- (8) Government Operations
- (9) Health
- (10) Insurance and Banking
- (11) Local Government
- (12) State Government
- (13) Transportation

Provided, however, the Speaker Pro Tempore shall only vote when the Speaker is not present and voting, except on those two (2) standing committees to which the Speaker Pro Tempore has been regularly assigned.

There shall be a committee on Calendar and Rules to be composed of the Speaker, the Speaker Pro Tempore, the Majority Leader or such leader's designee, the Majority Caucus Chair, the Minority Leader or such leader's designee, the Minority Caucus Chair, two members each of the majority and minority parties appointed by and to serve at the pleasure of the Speaker, one (1) chair, and one (1) vice chair appointed by the Speaker under House Rule 7; and the chair of each standing committee listed above. It shall set the calendar and establish hours and places of meeting of the various standing committees. In establishing the hours and places of meeting of the various standing committees, the Committee on Calendar and Rules shall, insofar as possible, establish regular meeting times and days which shall avoid conflict among the various standing committees. No standing committee shall have more than thirty (30) appointed members. No member shall serve on more than two (2) standing committees, exclusive of the Committee on Calendar and Rules, the Joint Legislative Services Committee, and the Fiscal Review Committee, except the Speaker and the Speaker Pro Tempore who shall be voting members of all standing committees as stated in the rule (65). Provided further, the Speaker Pro Tem, the Majority Leader, or designee, the Minority Leader or designee, the Democratic Caucus Chair and the Republican Caucus Chair shall serve as members of the Government Operations committee, as well as they may serve on two other standing committees.

66. NO SPECIAL COMMITTEES - WHEN. No special committee shall be appointed for any purpose when there is a standing committee on the same subject.

67. MEETING OF COMMITTEES - WHEN. No committee of this House shall remain in session during the sessions of the House, unless by permission of a majority of members present. All committee meetings, except meetings held when the House is in recess or adjourned, shall be announced in open session by the Chair, and the time and place of meeting shall be designated at the same time and shall conform with the schedule established by the Committee on Calendar and Rules under House Rule 65. Committee meetings held on days when the House is in recess or adjourned shall be announced in open session or by written notice, furnished to each member of the House not less than seventy-two (72) hours prior to the meeting time. Committee meetings may be called by the Chair of the Standing Committee, upon approval by the Speaker of the House when the House is in recess or adjourned and shall be called by the Committee Chair when petitioned in writing, signed by a majority of the members of the Committee. Notwithstanding any rule to the contrary, when the House of Representatives is not in floor session, standing committees, subcommittees, committees created pursuant to resolution, committees created pursuant to statute and ad hoc committees of the Regular Session are authorized to meet and conduct business during any extraordinary session of the General Assembly.

68. COMMITTEE OF WHOLE. In forming a Committee of the Whole, the Speaker shall leave the chair, and the Speaker shall appoint a Chair of the Committee of the Whole to preside.

69. PROCEEDINGS IN COMMITTEE OF THE WHOLE. Upon a bill being committed to a Committee of the Whole, the bill shall be read throughout by the Clerk, if demanded by any member, and then again read and debated by clauses, leaving the preamble to be last considered. The body of the bill shall not be defaced or interlined; but all amendments, noting the page and the line, shall be duly entered by the Clerk on a separate paper, as the same shall be agreed to by the Committee, and so reported to the House. After report, the bill shall again be debated and amended by clauses before its final passage. The rules of the House shall be observed in Committee of the Whole so far as applicable, but no member shall speak twice to any question until every member choosing to speak shall have spoken.

70. AMENDMENTS IN COMMITTEE OF WHOLE. All amendments made to a report committed to a Committee of the Whole shall be noted and reported, as in the case of bills.

71. AMENDMENTS IN STANDING COMMITTEES AND BILLS INITIATED BY STANDING COMMITTEES. The standing committees may initiate legislation as a committee in addition to acting upon legislation referred to such standing committees. Such legislation initiated by the committee shall be introduced by the chair or the chair's designee and such other members of the committee as may wish to join therein.

When a standing committee recommends a bill for passage only with the adoption of an amendment or amendments approved by a majority vote of the standing committee, the committee chair shall cause such committee amendment or amendments to be prepared in proper typewritten form and filed with the Chief Clerk of the House. Bills reported out of standing committees with committee amendments cannot be considered by the Committee on Calendar and Rules unless the committee amendment is attached thereto. No committee amendments shall be accepted by the Chief Clerk for filing unless said amendment is labeled with a system entry code assigned by the Office of Legal Services. The Chair of said standing committee shall cause said committee amendment to be prepared and filed with the Chief Clerk within twenty-four (24) hours from the time the bill was reported out. The preceding two (2) sentences shall not apply to the General Appropriations Bill.

No later than twenty-four (24) hours prior to the time the bill recommended for amendment is scheduled for consideration on the floor of the House, the Chief Clerk shall cause the recommended amendment or amendments to be made available to each member of the House. After the bill has been explained and its passage moved by the sponsor, the chair of the standing committee recommending the amendment, or chair's designee, shall then be recognized for the explanation of and debate on such amendment or amendments. It shall be the responsibility of the Chief Clerk to ensure that the foregoing procedures are observed in the consideration of amendments recommended by standing committees. It shall also be the responsibility of the Chief Clerk to denote clearly that such amendment or amendments were recommended in a standing committee and to write on the face of the amendment the committee which made the recommendation and the date on which the recommendation was made.

72. FISCAL MEASURES. Any bill or resolution having a fiscal effect, other than not significant as indicated on the fiscal note, shall be referred to the Committee on Finance, Ways and Means after consideration by the appropriate standing committee. The Committee on Finance, Ways and Means may offer committee amendments relating to fiscal concerns only, and shall not offer amendments relating to other substantive portions of the bill. If the Committee on Finance, Ways and Means recommends the bill or resolution for passage, the bill

or resolution shall be referred to the Committee on Calendar and Rules. No bill or resolution having a fiscal effect, other than not significant as indicated on the fiscal note, shall be put upon final passage until the same has been referred to and recommended by the Committee on Finance, Ways and Means.

Should a standing committee recommend a bill for passage with an amendment or amendments which create a fiscal effect, other than not significant as indicated on the fiscal note, then, the chair of the standing committee shall refer the bill along with the recommended committee amendment or amendments to the Committee on Finance, Ways and Means.

Should a floor amendment or amendments to a bill be adopted which cause a bill to have a fiscal effect, other than not significant as indicated on the fiscal note, and the bill not have been previously considered by the Committee on Finance, Ways and Means, then the bill shall be automatically referred from the floor to the Committee on Finance, Ways and Means.

73. CONFERENCE COMMITTEES. A motion for the appointment of a conference committee shall be in writing and shall state the purpose or purposes for which the committee is created. Every conference committee report shall refer to the motion by which the committee was created and shall set forth the instructions contained therein followed by the recommendations of the committee which shall conform to such motion and its instructions. No member of a conference committee may sign more than one (1) report. No report of a conference committee or any part thereof shall be adopted and incorporated into pending legislation unless the same shall have received the affirmative vote of a majority of the members to which the House is entitled under the Constitution and a motion to reconsider shall have been acted upon and entered on the Journal.

74. CHANGE AND SUSPENSION OF RULES. The rules of the House may be altered, amended, or suspended by a two-thirds (2/3) vote of the members to which the House is entitled; a motion to alter or amend, but not suspend, the rules shall in all cases lie over one (1) day. This rule (Rule 74) may not be suspended on motion to alter, amend, or suspend the rules. A motion to suspend the rules shall be for a stated purpose and subsequent suspension of the rules shall be limited to that stated purpose.

75. ADJOURNMENT. Adjournment shall be to the hour of 12:30 p.m. on the following day unless otherwise specified by the majority of those members present and voting. During the last two (2) weeks of a session, the House shall convene at 9:00 a.m., recess at 12:00 noon, reconvene at 2:00 p.m., and adjourn on or before 7:00 p.m., unless otherwise specified by a two-thirds (2/3) vote of those present and voting.

76. ENTER RULINGS. The Clerk of the House shall enter on the Journal all rulings by the Speaker on points of order. The Clerk or any member may request that the Speaker submit such ruling in writing at the close of the day on which the ruling was made.

77. ACTION ON BILLS INTRODUCED AFTER 10th DAY. Except as otherwise provided in this rule, any bill or resolution subject to the filing limitation of Rule 44(d) prefiled after the tenth (10th) legislative day the House convenes for the transaction of business in any regular legislative session, shall be prefiled for introduction and referred to the delayed bills committee. If approved by unanimous consent of the delayed bills committee, the bill or resolution shall be introduced.

Any Senate Joint Resolution introduced in the Senate after the tenth (10th) legislative day the House convenes for the transaction of business in any regular legislative session which would be subject to the filing limitation of Rule 44(d) if introduced in the House shall, upon receipt from the Senate, be referred to the delayed bills committee. If approved by unanimous consent of the delayed bills committee, the Senate Joint Resolution shall be referred to the appropriate committee. Any Senate Bill for which no companion bill has been filed shall be held on the desk of the Clerk until a companion House Bill is filed and scheduled for third consideration.

Any bill or resolution prefiled but not receiving unanimous consent of the delayed bills committee may be called for by two-thirds (2/3) majority of the members to which the body is entitled under the Constitution, in which case it shall be introduced.

The Delayed Bills Committee shall consist of the Speaker, the Majority Leader, and the Minority Leader and shall meet at the call of the Speaker.

78. VETO. Upon receipt of a veto message and return of a bill or resolution from the Governor, or a receipt of a message from the Senate advising the House that a bill or joint resolution has been passed by the Senate, the Governor's veto to the contrary notwithstanding, the Clerk shall read the message and cause the same to be spread at large upon the Journal. Thereafter, the sponsor of the bill or resolution may, upon twenty-four (24) hours typewritten notice and within three (3) legislative days after the filing of said notice, except the last legislative day of any annual session such notice shall not be required, move the House under the item of Unfinished Business to pass the bill or resolution, notwithstanding the objections of the Executive. If the motion shall prevail by a favorable vote of a majority of the members to which the House is entitled under the Constitution, the bill or joint resolution shall then be transmitted to the Senate unless the same was originally received from the Senate subsequent to its prior approval.

Nothing in this rule shall serve to prohibit the filing of subsequent notices to move the House to pass the bill or resolution, notwithstanding the objections of the Executive, if affirmative action is not taken on the motion first noticed.

79. MASON'S MANUAL OF LEGISLATIVE PROCEDURE TO GOVERN. If any question shall arise which is not provided for in these rules, the same shall be governed by Mason's Manual of Legislative Procedure (latest edition existing on date of adoption of these rules), which is hereby adopted.

80. FLOOR PRESENTATIONS. Each member shall be allowed two (2) floor presentations during the 108th General Assembly. Presentations are not transferable between members.

81. ELECTION CONTESTS. Each election contest in the House of Representatives shall be initiated by complaint timely received within five (5) days after certification of the election and shall proceed with the introduction of a resolution creating an ad hoc committee to be appointed by the Speaker composed of three (3) members of the majority party and three (3) members of the minority party. The Speaker shall designate one (1) member chair. An ad hoc committee may, as part of its findings and recommendations, recommend the award of reasonable costs and attorney fees against a contestant if the committee determines that the contest was maliciously or frivolously prosecuted. All issues raised in an election contest shall be resolved during the General Assembly in which the contest is initiated and no issue shall be heard after such General Assembly adjourns *sine die*. An ad hoc committee shall timely report its findings and recommendations to the full House of Representatives. Upon approval by a majority of the members of the House, such findings and recommendations shall become the final action of the House of Representatives.

82. ETHICS CODE FOR THE HOUSE OF REPRESENTATIVES.

Article I.

Findings and Purpose

The House of Representatives finds that it is essential in the conduct of the public business that representatives hold the respect and confidence of the people. Representatives should avoid conduct that even appears to violate the trust that the people have placed in them. To ensure and preserve public confidence, representatives should have the benefit of specific standards to guide their conduct. Article II, Section 11, of the Constitution of Tennessee grants to the House of Representatives the power to judge the qualifications of its members. It is the purpose of this code to establish standards of conduct for the representatives, to authorize the House Ethics Committee to consider alleged violations of this code, and to authorize the House Ethics Committee to render advisory opinions to the representatives. This code is in addition to and separate from standards of conduct that may be required under state or federal law.

Article II.

Ethical Standards

SECTION 1.

(a) In order to maintain the integrity and reputation of the House of Representatives, the following conduct is a violation of this Ethics Code:

(1) Actions that destroy a representative's independence of judgment as a legislator;

(2) Actions that are an abuse of the representative's official position, including, but not limited to, placing undue influence upon any state department, agency, court or governmental subdivision;

(3) Actions that are a personal interest in conflict with the proper discharge of the representative's duties in accordance with the provisions of Sections 2 and 3 of this Article;

(4) Actions that are a violation of a state or federal statute that are punished as a felony; and

(5) Any conviction of a state or federal felony or misdemeanor arising out of a representative's official capacity as a member of the general assembly.

(b) Actions that constitute a significant, material violation of Tennessee Code Annotated Title 2, Chapter 10, Title 3, or Title 8, Chapter 50, Part 5 may be a violation of this Ethics Code.

(c) It shall also be a violation of this Ethics Code if a representative:

(1) Initiates or files a complaint or provides information to the House Ethics Committee or the Tennessee Ethics Commission knowing that the material statements in the complaint or the information is false;

(2) Initiates or files a complaint with the House Ethics Committee or the Tennessee Ethics Commission in reckless disregard of the truth or falsity of the statements contained in the complaint; or

(3) Initiates or files one or more frivolous complaints with the House Ethics Committee or the Tennessee Ethics Commission.

SECTION 2. A representative has a personal interest in conflict with the proper discharge of the representative's duties if the representative has reason to believe or expect that the representative will derive a direct monetary gain or any other advantage or suffer a direct monetary loss by reason of the representative's official activity and such representative has not complied with the provisions of Section 3 of this Article requiring disclosure of such personal interest.

SECTION 3. While recognizing that members of the House serve as members of a citizen legislature which reflects a variety of professions and occupations and while also recognizing that some degree of interest in certain legislation is inevitable, a representative shall not vote on or influence legislation if the member has a personal interest which is in conflict with the proper discharge of the representative's duties, unless the representative discloses such information to the Tennessee Ethics Commission in accordance with the requirements of Tennessee Code Annotated, Title 8, Chapter 50, Part 5. Compliance with the provisions of Tennessee Code Annotated, Title 8, Chapter 50, Part 5, shall constitute compliance with this Article regarding disclosure of personal interests. Compliance with the provisions of Tennessee Code Annotated, Section 2-10-127(d), shall constitute compliance with this Article regarding disclosure of personal interests resulting from a spouse, sibling or child of the representative who is a registered lobbyist.

Article III.

Indictments and Convictions

A representative against whom a presentment or indictment for a felony offense has been returned by a state or federal grand jury shall step down from any office as the chair, vice-chair, subcommittee chair, or any other officer of the House, a legislative committee or any leadership position appointed by the Speaker or elected either by the House membership or by a party caucus. The replacement of any committee officer or leader, appointed by the Speaker, who steps down shall be in accordance with the rules. If such officer or leader is not convicted of the felony offense, such officer or leader may return to serve the remainder of the officer's or leader's term of office subject to the decision of the person or entity with authority to appoint or elect them to the position. The membership or the appropriate caucus shall elect a representative to replace any leader elected by the membership or caucus who steps down, except as otherwise provided in these rules.

Article IV.
House Ethics Committee

SECTION 1.

(a) The House Ethics Committee shall be composed of five (5) representatives of the majority party and five (5) representatives of the minority party. All representatives shall be appointed by the Speaker. The Speaker shall appoint the chair of the committee from such representatives.

(b) The House Ethics Committee shall have authority to render, upon written request of any representative, advisory opinions as to whether the facts and circumstances of a particular case constitute or will constitute a violation or probable violation of this Ethics Code. The identity of any representative requesting an advisory opinion, or any person involved in such request, shall be kept in confidence. With respect to an issue addressed in an advisory opinion, any person who conforms that person's behavior to the requirements of the advisory opinion may rely upon the advisory opinion without threat of sanction by the House Ethics Committee or the House of Representatives. Advisory opinions of the committee shall be in writing and signed by six (6) or more members of the committee.

(c)

(1) The committee shall have authority to receive and consider complaints, based upon personal or constructive knowledge, concerning alleged violations of this House Ethics Code from any representative including members of the committee; to initiate, upon vote of six (6) or more members of the committee, complaints concerning alleged violations of this House Ethics Code; to investigate complaints; to refer complaints to the Tennessee Ethics Commission in accordance with Tennessee Code Annotated, Section 3-6-105(c); to hold hearings; to make findings concerning complaints; and to recommend to the House of Representatives appropriate disciplinary action for a violation of this House Ethics Code.

(2) The committee may request the Office of Legal Services, the Comptroller of the Treasury, the Attorney General and Reporter, or any other state entity to assist the committee in investigating any complaint received or initiated by the committee.

(3) Except as provided in Section 2(c)(5)(C), all meetings of the House Ethics Committee shall be open to the public. All meetings of the House Ethics Committee held in a meeting room with permanent video technology shall be streamed live, and archived, on the web site of the Tennessee General Assembly.

(4) No complaint by a member of the House of Representatives alleging sexual harassment shall be received or considered by the committee. The chair, or committee staff, shall inform any member desiring to file such a complaint as to the appropriate procedure under the Tennessee General Assembly Sexual Harassment Policy. Sexual harassment by members of the House of Representatives is unacceptable behavior, contrary to the policy of the Tennessee General Assembly and discouraged in every form.

(d) The committee shall have authority to subpoena and compel the attendance of witnesses, administer oaths, take testimony, and require and compel the production of any documents or other items of evidence relative to any matter under investigation, and to issue show cause orders and attachments of the body. In accordance with the provisions of Tennessee Code Annotated, Title, 3, Chapter 3, the House Ethics Committee shall have all the powers granted to committees of this House.

SECTION 2.

(a) Complaints shall be in writing, signed by the representative or the member of the committee making the complaint, stating the specific ethical standard under Article II, Section 1 of this code or specific statute alleged to have been violated and all available facts, under oath or affirmation, based on personal or constructive knowledge, which oath or affirmation shall be taken personally before the chair or any member of the House Ethics Committee.

(b) Complaints initiated by the House Ethics Committee shall be reduced to a written complaint by the Chair of the House Ethics Committee, and need not be based on personal knowledge. Any person who believes a violation of this Ethics Code has occurred is encouraged to present such information to any member of the House Ethics Committee who may then determine to file a complaint under this Ethics Code.

(c)

(1) Prior to commencing any action based upon a complaint filed with the committee, the chair shall direct committee staff to examine the complaint to determine procedural compliance with the provisions of this code and whether it states a claim that can be properly heard by the Ethics committee. A complaint not properly received or filed with the committee shall be dismissed without prejudice. Committee staff shall inform any representative desiring to file such a complaint as to the appropriate procedure under this code for filing such a complaint. Complaints merely reciting, or referencing, newspaper or other media accounts of events or occurrences are not sufficient to file a complaint under this code; any complaint based partially on newspaper or other media accounts of events or occurrences should include at least one independent source in addition to such accounts.

(2) Prior to commencing any investigation based upon a complaint filed with, or initiated, by the committee, the committee shall meet and it shall require a vote of six (6) or more members of the committee to proceed with a complaint and to define the nature and scope of the committee's inquiry.

(3) If, after an initial investigation, six (6) or more members of the committee determine that there is reason to believe that a violation of the Ethics Code more probably than not occurred, a copy of the complaint shall be served upon the alleged violator along with a statement of the nature and the scope of the committee's inquiry.

(4) The representative shall have twenty (20) days after service thereof to respond in writing to the complaint, and the chair of the committee, with approval of seven (7) or more members of the committee, may extend the time to respond upon reasonable request.

(5)

(A) The committee shall convene within twenty (20) days of receiving the response from the alleged violator or, if no response is received, the committee shall convene not later than forty-five (45) days after service of the complaint upon the alleged violator. At such time, if six (6) or more members of the committee conclude that more probably than not a violation of the House Ethics Code has occurred, the committee shall set a time and place for a hearing. The complainant and the alleged violator shall be given reasonable notice of the time and place for the hearing. The committee shall provide an opportunity for the complainant and the alleged violator to be heard at the hearing. The alleged violator shall have the right to be represented by counsel and to provide evidence on the alleged violator's behalf, to confront and to cross examine witnesses and to have copies of all documents produced as evidence against them in a reasonable time prior to the hearing. The complainant and the alleged violator may request the committee to subpoena witnesses and require the production of documents or other items of evidence relevant to the proceedings, and to otherwise provide discovery of relevant evidence. Such request must be made at least ten (10) days prior to the hearing date. If a request to issue a subpoena is granted by six (6) or more members of the committee, such subpoena shall be issued in accordance with Tennessee Code Annotated, Title 3, Chapter 3.

(B) Notwithstanding any provision of this code to the contrary, the alleged violator may waive the hearing on the complaint and submit the matter directly to the judgment of the committee. Any such waiver shall be in writing and include a statement in response to the complaint; provided that such waiver may be included in the response provided pursuant to Section 2(c)(4). However, the committee, in the committee's sole discretion, may determine to hold a hearing on the complaint irrespective of waiver of the hearing by the alleged violator.

(C) All witnesses shall testify under oath and the hearing shall be open to the public; provided, however, that the committee may close all or part of the proceedings on unanimous vote. The committee shall not be bound by the strict rules of evidence, but the committee's findings shall be based upon competent and substantial evidence. All testimony and other evidence taken at the hearing shall be recorded by Library and Archives and a copy of such recording shall be maintained by Library and Archives.

SECTION 3. The committee may take the following actions on any complaint:

(1) At any time, the committee may dismiss a complaint if six (6) or more members of the committee find that no violation has occurred, or that no punishment or censure is warranted.

(2) After a hearing, or waiver of a hearing, as provided in Section 2, if six (6) or more members of the committee determine that a violation has been committed, the committee shall make a report of its findings and recommendations to the House of Representatives. Such report shall recommend appropriate disciplinary action against the representative committing the violation, if any. A decision of the committee finding that a violation has been committed shall be in writing and signed by six (6) or more members of the committee.

(3) At any time, if the committee deadlocks on both a motion to proceed on a complaint and a motion to dismiss a complaint, the chair shall recess the committee and at the next meeting of the committee if no motion is made on the complaint or if no motion prevails on the complaint or if no motion to continue the proceedings on the complaint to a fixed date prevails, the complaint shall be deemed dismissed and no further action on the complaint shall be considered except as provided in subdivision (4) of this section.

(4) Once acted upon, or dismissed pursuant to this section, no complaint alleging the same, or substantially the same, conduct by the same member during the same episode shall be received and considered by the committee unless initiated by the committee.

(5) At any time, if the committee finds that the circumstances warrant, the committee may disclose any documentation, evidence, or findings related to the matter to the Attorney General, the Tennessee Bureau of Investigation, any District Attorney General, or any other governmental agency or body or professional organization for possible action.

SECTION 4. No member of the committee shall participate in any matter in which such member is accused or in any matter in which such member is determined by seven (7) or more members of the committee to be so involved in the matter as to lack independent judgment. In either case, such member shall be recused as provided in this section. The Speaker shall appoint a representative to replace any member so recused until the proceedings involving the recused member have been concluded. The representative so appointed shall be from the same party as the member replaced. If the recused member is found not to have violated the House Ethics Code by the House Ethics Committee or the House of Representatives, such member shall return to serve on the committee for the remainder of such member's term and the representative appointed to replace the recused member shall cease to be a member of the committee.

COMMITTEE RULES

of the

HOUSE OF REPRESENTATIVES

83. UNIFORM RULES OF COMMITTEES.

(1) The Chair, after advising with the vice chair, shall set the calendars for hearings before the standing committee, taking into consideration the necessity and importance of the legislation before the committee. Those bills and resolutions requested by the sponsors to go on the calendars shall first be placed on the calendars, provided that the chair, after advising with the vice chair, shall set the calendar for hearings on a reasonable number of bills or resolutions at each committee meeting. The requests by sponsors for their bills to be heard in the standing committees shall be filed with the standing committee as soon as practicable, but not later than three-thirty p.m. (3:30 p.m.) central time on the Wednesday preceding the next regularly scheduled meeting of the standing committee. The chair, after advising with the vice chair, shall have the authority to set on the calendars additional bills or resolutions not requested by the sponsors if, in the opinion of such officers, a reasonable number of measures has not been set for hearing. The standing committee shall electronically transmit the committee calendar (bills to be heard) for its next regularly scheduled meeting as early as practicable but not later than six o'clock p.m. (6:00 p.m.) central time on the same day. The Clerk's office shall publish these calendars as early as possible on the day following so that the sponsor of each bill or resolution scheduled for hearing shall be notified.

These notice provisions shall not apply to a bill or resolution transmitted by a standing committee to the Committee on Calendar and Rules for recommendation.

(2) Prior to any scheduled standing committee meeting, the sponsor of any bill or resolution scheduled for hearing before said standing committee may request in writing that the chair of the standing committee set another hearing date, and the bill or resolution shall be rescheduled for hearing.

No resolution can be considered in a standing committee without a sponsor as reflected in the House Journal. No bill can be considered in a standing committee without a sponsor as reflected in the House Journal and a companion sponsor as reflected in the Senate Journal.

Should the sponsor of a bill or resolution fail to appear before the standing committee when the bill or resolution has been scheduled two (2) times for a hearing, then the bill or resolution shall be returned to the desk of the Clerk of the House. Any bill or resolution which has been considered two (2) times for a hearing in a committee, and which is not reported out of such committee, shall be returned to the desk of the Clerk of the House. After a bill or resolution has been sent back to the Clerk's desk, the sponsor of the legislation may appeal to the Speaker to re-refer the proposed legislation; and the Speaker shall have the discretion as to what action shall be taken.

(3) All bills or resolutions not considered controversial in nature may be placed on the committee consent calendar by the chair, after advising with the vice chair, provided the sponsor does not object. Any member of the standing committee may object to bill or resolution placed on the Committee Consent Calendar, and if objection is raised, the bill or resolution shall be removed from the Committee Consent Calendar and thereafter shall be acted upon by the standing committee.

The Committee Consent Calendar shall be printed and posted in regular places at least seventy-two (72) hours in advance of the time set for consideration of such calendar so that each member of the House may know the status of the legislation pending before the standing committee.

(4) Standing committees of the House shall meet at the times and places specified in the official committee schedule adopted pursuant to House Rule 65.

(5) A standing committee may hold a special committee meeting with approval of the Speaker at a time and place other than that specified in the official schedule of committee meetings. All special meetings, except meetings held when the House is in recess or adjourned, shall be announced in open session by the chair of the committee. Special meetings held on days when the House is in recess or adjourned shall be announced in advance in open session or by written notice furnished to each member of the House not less than seventy-two (72) hours prior to the meeting time.

(6) If a regular scheduled meeting of a standing committee is canceled, the chair shall announce such cancellation in open session of the House prior to the time fixed for the meeting if possible. If it is not possible for the chair to announce such cancellation in open session, all members of the House shall be given written notice or shall direct the committee staff to make every effort to notify each member of the committee and any other members of the House likely to have business before the committee of such cancellation.

(7) A quorum shall consist of a majority of the members of a given standing committee.

(8) Every meeting of the House of Representatives, or any joint committee, standing committee, statutory committee, special committee, select committee, oversight committee, ad hoc committee, any other committee or any subcommittee shall be open to the public. Only when considering a matter involving the security of the state or nation or when investigating a proposed Article V impeachment of a public official other than a member of the general assembly, may a meeting be closed to the public, but only if there is an affirmative vote of at least three-fourths (3/4) of the members present of the respective committee or House. Adequate public notice of every meeting must be provided. The term "meeting" means at least a quorum of the members of a subcommittee, committee, or the House of Representatives, is present and public business within the jurisdiction of such body is being deliberated and decided.

(9) When a standing committee recommends a bill for passage only with the adoption of an amendment or amendments approved by a majority vote of the standing committee, the committee chair shall cause such committee amendment or amendments to be prepared in proper typewritten form and filed with the Chief Clerk of the House as soon as is practicable. The amendment or amendments should be properly designated as having been recommended in committee and should be signed by the committee chair or the chair's designee before being presented to the Chief Clerk who shall then observe the rules of the House in causing such amendment or amendments to be made available to all members of the House. No committee amendments shall be accepted by the Chief Clerk for filing unless said amendment is labeled with a system entry code assigned by the Office of Legal Services. The Calendar and Rules Committee shall not consider any bill recommended by a standing committee until any amendment or amendments adopted by the standing committee have been

attached to the bill. Except as otherwise provided pursuant to Rule 71, the chair shall be responsible for having such amendments delivered within twenty-four (24) hours in typewritten form to the Chief Clerk, who shall attach such amendments to the bill.

(10) No bill or resolution shall be reported from a standing committee unless it shall have received a recommendation for passage as written or for passage with a recommended amendment by a majority of those members of the committee present and voting thereon, a quorum being present. All votes constituting final action on any bill or resolution shall be by roll call vote, and a roll call vote shall be taken at the request of the sponsor of the bill or resolution under consideration or at the request of any three (3) members of the committee. Every bill or resolution reported out of the committee shall contain on the cover a notation in ink, signed by the chair, or other presiding officer, recommending the measure for passage as written or recommending it for passage with an amendment or amendments recommended by the committee. If a motion to recommend a bill or resolution has been voted on by a committee two (2) times and has failed to pass, then the same shall not be considered by the committee again during that annual session.

(11) A written report of the action taken in reporting bills or resolutions out of committee shall be prepared under the direction of the committee chair and submitted promptly together with the bills and resolutions and committee amendments, if any, to the Chief Clerk of the House.

(12) The Chief Clerk shall be responsible for the safe delivery of bills to any meeting of the committee and for their return following the meeting but may delegate such responsibility to one of the Chief Clerk's Office staff.

(13) A standing committee chair may create such ad hoc subcommittees as the chair considers necessary and appropriate to deal with designated subjects within the scope of the subject jurisdiction of the committee. No ad hoc committee shall have the power to kill a bill. The committee chair shall appoint members to any ad hoc subcommittee so authorized and shall name the chair thereof, however no such subcommittee shall have fewer than five (5) members.

A subcommittee of a standing committee shall have authority to consider only such bills, resolutions, or subjects as may be assigned to it. Such a subcommittee shall report only to the standing committee chair unless directed otherwise by the House. No subcommittee may meet while the standing committee of which it is a part is in session without the consent of the standing committee.

When a bill or resolution is assigned to a subcommittee, the subcommittee chair, the sponsor, the chief clerk, and the director of legislative information services shall be notified electronically of the assignment, of said bill, the date of assignment, and the name of the subcommittee.

The request of the sponsor for a bill or resolution to be heard by a committee or subcommittee shall be filed with the standing committee. The chair of the standing committee shall electronically notify the chair of the subcommittee that the sponsor has requested the bill or resolution to be heard. The chair of said subcommittee shall set and publish the date and the calendar of bills to be heard and shall electronically and by printed calendar notify the sponsor of bills or resolutions to be heard, the chief clerk, and the director of the Office of Legislative Information Services.

The chair of the standing committee or the subcommittee shall provide copies of the calendar and electronic notice of bills to be heard to the chief clerk and the director of legislative information services.

An electronic report of the action taken by a subcommittee on each bill or resolution which it considers shall be prepared by the chair of said subcommittee and submitted to the chair of the standing committee, the chief clerk, and the director of the Office of Legislative Information Services.

When a bill or resolution is reported from a subcommittee, said bill or resolution shall be placed by the chair of the standing committee on the calendar of the next scheduled meeting of the standing committee unless the sponsor of said bill or resolution requests in writing that the chair of the standing committee set another hearing date.

At any time after a bill or resolution has been acted upon by a subcommittee any member of the standing committee may move to recall the bill or resolution from the subcommittee by presenting the motion in writing to the committee chair. The motion shall be scheduled to be heard at the beginning of the standing committee's next meeting, provided the notice is timely filed under Rule 83(1) so it can be printed on the committee calendar. If the motion carries by a majority of the members entitled to vote at a meeting of the committee then the bill or resolution shall be placed on calendar for the next meeting of the committee. No such motion shall be considered during the final meeting of a committee during a session.

(14) A motion to reconsider any committee action shall be determined by a majority of the committee members entitled to vote at a meeting of the committee. It shall be treated as a simple motion to reconsider, and its effect shall be the same.

(15) No proxy votes shall be permitted in a standing committee for any purpose.

(16) If a member of a standing committee will be unable to attend said meeting, that member shall request an excused absence from the chair. If any appointed member of a standing committee is absent from two (2) regularly scheduled meetings of the committee without being excused by the chair, the chair shall report such absences to the Speaker of the House.

(17) In the absence of a quorum, the chair or other presiding officer shall have authority to direct the Sergeant-at-Arms to secure the presence of a sufficient number of members to constitute a quorum.

(18) In the absence of any express designation or appointment of any officers of a joint committee or joint subcommittee, the members thereof shall elect a chair and such other officers as are considered necessary by the committee.

(19) All committee minutes shall reflect attendance of members. Members shall be paid in accordance with the provisions of the law governing payment of per diem allowance to members of the General Assembly. The chair of each standing committee is charged with the duty and responsibility of providing and certifying to the Speaker the roll call vote of such committee and a listing of those sponsors appearing before the committee seeking action on their bills or resolutions.

(20) Except as stated in the foregoing rules, the Rules of Order of the House of Representatives shall apply. Other special rules shall not be adopted by committees.

APPENDIX II: REGISTERED LOBBYISTS

Representatives of many organizations are present during the session for the purpose of looking after the interests of their various groups. They keep track of pending legislation and attempt to educate and inform legislators about their clients' interests in legislation.

Lobbyists are often useful sources of information on pending legislation, as well as being spokesmen for the groups they represent. They are often referred to as the third House of the legislature because of their importance to the legislative process.

The following list was furnished by the Tennessee Registry of Election Finance in January 2013.

2013 Lobbyists

Laura Adams 211 7th Avenue, N #500 Nashville TN 615-254-3060

Wayne Halfway House, Inc.
TN Group Practice Coalition
TML Risk Management Pool, Inc.

Steve Adams 1211 Lewisburg Pk Franklin TN 615-791-9431

TN Cable Telecommunications Assn.

David Adamson Two International Plaza Drive Nashville TN 615-365-1840

TN Assn. of Broadcasters

Greg Adkins 475 Craighead Street Nashville TN 615-406-1172

TN Hospitality Association

Kim Adkins 223 Rosa Parks Avenue Nashville TN 615-254-0844

Kronos, Inc
TN Scrap Recyclers Assn.
Mid-South Carpenters Regional Council
TracFone Wireless c/o Floridian Partners, LLC
APPRAISAL INSTITUTE/GREATER TN AND MEMPHIS CHAPTERS
Avaya
ECKMAN/FREEMAN AND ASSOCIATES
Knoxville Utilities Board
HMB PROFESSIONAL ENGINEERS INC.
BACON FARMER WORKMAN ENGINEERING, INC
APPRAISAL INSTITUTE/GREATER TN AND MEMPHIS CHAPTERS
NICUSA, TN DIVISION
TN TELECOMMUNICATIONS ASSN.

Sharon Adkins 545 Mainstream Dr. Ste 405 Nashville TN 615-254-0350

TN Nurses Assn.

Michael Agee 625 Bakers Bridge Ave. Franklin TN 615-815-4840

Avion Solutions, Inc.
Highways, Inc.
J2 Software Solutions

Jones Bros., Inc.
Qk4
Wright Brothers Construction Company, Inc.
Wilson & Associates, Engineering - Surveying, P.C.
Lincoln Paving, LLC
Qk4
Ford Construction Company
ROGERS GROUP, INC
FORWARD SUMNER ECONOMIC COUNCIL
Lehman-Roberts Company

Steven Akey 607 14th Street, NW, Suite 500 Washington DC 202-354-8225
BRIDGESTONE AMERICAS, INC

Dale Allen 424 Church Street, Ste. 2700 Nashville TN 615-259-1450
American Traffic Solutions, Inc.
CIGAR ASSOCIATION OF AMERICA, INC.
SAVE THE CHILDREN
TN TRUCKING ASSN.
SWISHER INTERNATIONAL, INC.
ENTERPRISE RENT-A-CAR CO. OF TN

Jane Alvis 305 Fairfax Ave Nashville 615-504-276
TN Municipal League

Timothy L. Amos 211 Athens Way Nashville 615-244-4871
TN BANKERS ASSOCIATION

Betty Anderson 401 Church St., Ste. 2100 Nashville 615-636-8128
Microsoft Corporation
Tennessee Charter School Association
Microsoft Corporation
Verus Financial, LLC

Alene Arnold 909 Waterswood Dr. Nashville 615-476-9681
SAS Institute Inc.

Andrea Arnold 150 4th Avenue North, Ste. G-250 Nashville 615-259-4715
NASHVILLE CONVENTION AND VISITORS BUREAU
INDEPENDENT INSURANCE AGENTS OF TN, INC. DBA INSURORS OF TN

Terry Ashe 1284 Holloway Road Lebanon 615-547-7880
TN Sheriffs' Assn., Inc.

Jerry Askew 200 Blount Avenue Knoxville 865-632-5600
Health Management Associates

Robin Atwood 40 Rutledge St. Nashville 615-736-6090
TN COMMUNITY ORGANIZATIONS (TNCO)

Clifford Axelson 100 Mulberry Street Newark NJ 973-367-5326
Prudential Financial, Inc.

Catie Lane Bailey 2 International Plaza, Suite 201 Nashville 615-339-6325
TN Apartment Assn.

H. LaDon Baltimore 618 Church Street, Ste. 300 Nashville 615-726-1200

Tennessee Court Reporters Association
TN INTERIOR DESIGN COALITION

Lee Barfield 150 Third Avenue South Nashville 615-742-6202
TN ELECTRIC COOPERATIVE ASSN.
TAC

Jon Barganier 8112 Henslow Ct Montgomery AL 334-272-2008
Eli Lilly and Company (Lilly USA)

Thomas Barnett 9115 Hague Road Indianapolis IN 317-521-3106
ROCHE DIAGNOSTICS CORPORATION

Colin Barrett Tennessee Bankers Association Nashville 615-313-0207
TN BANKERS ASSOCIATION

Stacy Bassett 388 Childe Harolds Circle Brentwood 859-533-7714
THE COLLEGE BOARD

Melissa Bast P.O. Box 193 Eads 901-237-2305
TN Organization of Locksmiths
Universal Fairs, LLC

Zachary Bates 618 Chuch Street, Suite 300 Nashville 615-726-1200
TN DEVELOPMENT DISTRICT ASSN.

Andrew Beatty 2301 21st Avenue South Nashville 615-385-2100
TN MEDICAL ASSN.

Craig Becker 500 Interstate Blvd S Nashville 615-401-7431
TN HOSPITAL ASSN.

Kino Becton 1101 Broad Street Chattanooga 423-755-7623
Tennessee American Water

Mary Begley 13563 Owens Drive Glade Spring VA 276-429-4101
AEP/KINGSPORT POWER

Brian Berhow 501 Chippenham Court Franklin 615-812-3901
Sunovion Pharmaceuticals Inc.

Elizabeth Berry 500 Interstate Blvd. S. Nashville 615-401-7422
TN HOSPITAL ASSN.

J.Nelson Biddle 132 Ware Road McMinnville 865-207-5046
CITY OF SEVIERVILLE

Charles Bidek 2500 21st Avenue South Nashville 615-385-1898
INDEPENDENT INSURANCE AGENTS OF TN, INC. DBA INSURORS OF TN

Mike Birdsong 444 Pembroke Drive Madison MS 601-607-7996
BAYER HEALTHCARE LLC

Brian Bivens 4002 Vailwood Dr Nashville 615-330-9445
Corizon Health, Inc.
CHS Professional Services Corporation
Ocoee River Outfitters Association, Inc.
Memphis Pathology Laboratory dba American Esoteric Laboratories
Consumer Healthcare Products Association

SPRINT/NEXTEL
TN INDEPENDENT FINANCE ASSN.
Southeast Financial Credit Union
TN FORESTRY ASSN.
Smart Start, Inc.
FREESTANDING AMBULATORY SURGERY CENTER OF TN
TN ASSN. OF PROFESSIONAL SURVEYORS
AGL Resources/Chattanooga Gas
TN CONSUMER FINANCE ASSN.

Clark Rose Bivens 4002 Vailwood Drive Nashville 615-772-1962
TitleMax of Tennessee, Inc.

Michael Bivens 935 Kirkwood Avenue Nashville 615-300-5720
FREESTANDING AMBULATORY SURGERY CENTER OF TN
Consumer Healthcare Products Association
SPRINT/NEXTEL
Memphis Pathology Laboratory dba American Esoteric Laboratories
AGL Resources/Chattanooga Gas
Corizon Health, Inc.
TN INDEPENDENT FINANCE ASSN.
TN FORESTRY ASSN.
Southeast Financial Credit Union
CHS Professional Services Corporation
TN DENTAL HYGIENISTS ASSN.
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BELZ INVESTCO GP
Amazon.com
AIR EVAC EMS, INC.
511 Group, inc
Western Union
SEVIER COUNTY UTILITY DISTRICT
CITY of MARYVILLE, TN

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TN HOSPITAL ASSN.

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TN IMMIGRANT & REFUGEE RIGHTS COALITION

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RW Armstrong
Thompson Engineering

Raymond Thomasson 211 7th Avenue North, Suite 402 Nashville TN 615-742-7443
BEVERAGE ASSOCIATION OF TN

Anna Thompson 7000 Central Avenue NE Minneapolis MN 763-526-8195
MEDTRONIC INC

Fred D. (Tony) Thompson Jr. PO Box 2103 Brentwood TN 615-975-8169
eBay Inc.
City of Knoxville
Wyndham Worldwide Corporation
WINE INSTITUTE
Motion Picture Association of America
Shelby County Board of Education
ENTERTAINMENT SOFTWARE ASSOCIATION
TN ASSN. FOR JUSTICE

Gif Thornton 424 Church Street, Suite 2800 Nashville TN 615-259-1492
The Auto Club Group
AMERICAN HEART ASSOCIATION
Health Management Systems, Inc.

Luxottica Retail North America dba Lenscrafters/Pearl Vision
 Gilead Sciences, Inc.
 ILLINOIS CENTRAL RAILROAD CO. DBA CN
 FRESENIUS MEDICARE CARE
 Erlanger Health System
 EnergySolutions, Inc.
 Aegis Sciences Corporation
 DELTA DENTAL OF TN
 Tennessee American Water
 Tennessee Bar Association
 TN DEFENSE LAWYERS ASSN.
 POLICY STUDIES, INC.
 StudentsFirst
 NAIFA
 BellSouth Telecommunications, Inc d/b/a AT&T Tennessee
 THE DAILY NEWS PUBLISHING CO.
 CONTINENTAL CASUALTY DBA CAN

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 Tennessee Charter School Association

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Candy Toler 800 Fort Negley Boulevard Nashville TN 615-242-2486
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 TN SOCIETY OF PROFESSIONAL ENGINEERS

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 Adventist Health System
 WELLMONT HEALTH SYSTEM
 Xerox Business Services, LLC and Its Affiliates
 H.W. LOCHNER, INC.
 Methodist Le Bonheur Healthcare

Duple Travillion 942 S. Shady Grove Road Memphis TN 901-818-7758
 FedEx Corporation

Robert Tuke 222 Fourth Avenue North Nashville TN 615-256-8585
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 Vulcan Construction Materials, LLP

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 American Chemical Society

Stacia Vetter 100 Vine Street Murfreesboro TN 615-890-2020
 NATIONAL HEALTHCARE CORP.

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 AMERICAN EXPRESS CO.
 Brown-Forman

MOUNTAIN STATES HEALTH ALLIANCE
Kaplan Higher Education Corp.
DELL, INC.
STUDSVIK, INC.
TN ELECTRIC COOPERATIVE ASSN.
TAC

Michael Vinson 229 Ward Circle Brentwood TN 615-373-5738
TN MUNICIPAL ELECTRIC POWER ASSN.

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DAIICHI-SANKYO, INC.

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FED EX CORP.

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AIA TN

Kathy Walsh 2 International Plaza Dr., Ste. 425 Nashville TN 615-386-9406
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BFI Waste Systems of Tennessee, LLC
Chattanooga Metropolitan Airport Authority
SysTech International
SAS Institute Inc.
ROGERS GROUP, INC
Millennium Laboratories
LifePoint Hospitals
H.G. Hill Realty Company, LLC
American Resort Development Association
T-MOBILE USA, Inc.
Vulcan Construction Materials, LP
U.S. Chamber of Commerce
TN ROAD BUILDERS ASSN.
Tennessee Football, Inc.
Opry Mills Mall Limited Partnership, a Delaware limited partnership
Solidus Company

Roberts Weaver, Jr. 2521 White Avenue Nashville TN 615-269-3433 TN AUTOMOTIVE ASSN.

Charles B. Welch, Jr. 618 Church Street Nashville TN 615-726-1200
tw telecom of tennessee llc
ROCHE DIAGNOSTICS
Michael Brady, Inc.
TN ATHLETIC TRAINERS SOCIETY
TN LAND TITLE ASSN.
Tennessee Court Reporters Association
TN DEVELOPMENT DISTRICT ASSN.

SCIENCE ALLIANCE OF TN
Public Consulting Group

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AMGEN

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Carol Westlake **955 Woodland St** **Nashville** **TN** **615-383-9442**
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AETNA

Tice White **321 Highland Park Boulevard** **Ridgeland** **MS** **601-899-5338**
Wal-Mart Stores, Inc.

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Fidelity Brokerage Services LLC

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THE ARC OF TN

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Southern Pharmacy Cooperative
TN ASSN. OF AUDIOLOGISTS AND SPEECH LANGUAGE PATHOLOGISTS
Tennessee Podiatric Medical Association
TN OPTOMETRIC ASSN.
TN SOCIETY FOR RESPIRATORY CARE
TN CHIROPRACTIC ASSN.
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AMERICAN PETROLEUM INSTITUTE

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TN CREDIT UNION LEAGUE

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Amazon.com
Bank of America Corporation/Bank of America NA
CRC Health Tennessee
Enhanced Capital Partners, Inc.
MedManagement, Inc.
Norandal USA, Inc.
Western Union
SEVIER COUNTY UTILITY DISTRICT
Metropolitan Government of Nashville/ Davidson County
Evergreen Packaging, Inc.
City of Alcoa
CITY of MARYVILLE, TN
BELZ INVESTCO GP
AIR EVAC EMS, INC.

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Altria Client Services Inc. and its Affiliates
CASH AMERICA INTERNATIONAL INC.
TN AMBULANCE SERVICE ASSOCIATION
TN PUBLIC TELEVISION COUNCIL
WASTE MANAGEMENT
The Humane Society of the U.S.
Travel Tech: The Travel Technology Association.
TN ACADEMY OF OPHTHALMOLOGY
TN WINE AND SPIRITS RETAILERS ASSN.
TN TITLE PLEDGE ASSN.
TN CASH ADVANCE ASSN.
STATE FARM MUTUAL AUTO INS. CO.
RURAL/METRO OF TENNESSEE
City of Gatlinburg
3M
TN TITLE LOANS, INC.
HOSPITAL ALLIANCE OF TN
SOUTH COLLEGE
Tennessee Charter School Association
Tennessee General Sessions Judges Conference
Ticket Software LLC DBA TicketNetwork, Inc.
TN MANUFACTURED HOUSING ASSN. (TMHA)
Bell South Telecommunications, Inc d/b/a AT&T Tennessee
International Business Machines Corporation (IBM)
K12 Inc
Vanderbilt University
Ameresco, Inc.
Tennessee Federation For Children

Crown Cork & Seal Company, Inc.

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Dakasha Winton 3200 West End Avenue Nashville TN 615-760-8764
BLUE CROSS BLUE SHIELD OF TN

Lacosta Wix 10 Cadillac Drive #200 Brentwood TN 615-372-3614
United Healthcare Services, Inc.

Kathy Wood-Dobbins 416 Wilson Pike Circle Brentwood TN 615-329-3836
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NISSAN NORTH AMERICA

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TN EDUCATION ASSN.

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Volkswagen Group of America, Inc.
BAPTIST MEMORIAL HEALTH CARE CORP.
CVS/CAREMARK RX, INC.
DISTILLED SPIRITS COUNCIL OF THE U.S.
PRUDENTIAL FINANCIAL, INC.
VISA, USA, INC.
VERIZON WIRELESS
UNUM GROUP
TN SOCIETY OF CERTIFIED PUBLIC ACCOUNTANTS
Verizon
TN Fuel & C-Store Assoc.
TN ASSN. FOR HOME CARE
PROPERTY CASUALTY INSURERS ASSN.
Deloitte Consulting LLP
Connecticut General Life Insurance Company
AMERICAN INTERNATIONAL GROUP, INC.
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APPENDIX III

LEGISLATIVE DEFINITIONS

ABSENT WITH LEAVE - Not present at session with consent of the Speaker.

ABSENT WITHOUT LEAVE - Not present at session without consent of the Speaker.

ABSTRACT - A concise statement of the contents of a bill.

ACT, PRIVATE - Legislation enacted into law with limited application, usually to local government, and not amending public statute law.

ACT, PUBLIC - Legislation enacted into general law.

ADJOURNMENT - Termination of a session for that day, with the hour and day of the next meeting being set prior to adjournment.

ADJOURNMENT SINE DIE - Final termination of a regular or special legislative session.

ADMINISTRATION BILL - Bill proposed by the Executive Branch.

ADOPTION - Approval or acceptance; usually applied to amendments or resolutions.

ADVISE AND CONSENT - Confirmation by the Senate of certain appointees of the Governor.

AGENDA - Schedule of business proposed for each legislative day.

AMEND - To alter formally by modification, deletion or addition.

AMENDMENT - Any alteration made or proposed to be made, in a bill, motion or clause thereof, by adding, changing, substituting or omitting.

AMENDMENT, CONSTITUTIONAL - Resolution passed by both houses which affects the Constitution which requires approval by voters at a general election.

ANNOTATE - To update by notation.

APPEAL - A parliamentary procedure for testing and possibly changing the decision of a presiding officer.

APPORTIONMENT - Establishment of legislative districts from which members are elected.

APPROPRIATE - The legislative act of deciding upon the use to which public funds shall be applied.

APPROPRIATION - Fund allocated by the legislature for a specific use by a specific agency or department of government.

APPROVED BY GOVERNOR - Signature of the Governor on a bill or resolution passed by the legislature.

ARCHIVES - Location and contents of public records, including copies of all measures considered at each session, journals, committee reports and documents of historical value.

ASSEMBLY - In some states, that house of the legislature made up of the larger number of members.

BICAMERAL - A legislature composed of two houses.

BILL - A written proposal for creation, modification or repeal of statute law and introduced to the legislature for consideration.

BILL ANALYSIS - Brief summary of the purpose, content and effect of a proposed measure.

BILL, CAPTION - A bill, having a broad caption with a constitutionally sufficient body which will be substantially revised by an amendment at a later date.

BILL HISTORY - Record of all the action on any given proposal. The term is also applied to action on resolutions and joint resolutions.

BILL INDEX - List of legislative bills by subject matter or number.

BILL JACKET - A protective cover placed on the introductory copies of a bill or resolution.

BILL, LOCAL - Legislation of limited application, usually local government, school district or other local matter.

BILL, PRE-FILED - Bills prepared and filed prior to the opening of a regular session or after 4:00 on a session day.

BILL, PRINTED - Process by which copies of bills are made available to public.

BILL SUMMARY - A brief statement of the content and changes to law proposed in a bill.

BLOC - A group of legislators who have certain interests in common and who may vote together on matters affecting those interests. Also commonly referred to as caucus.

BUDGET - Suggested allocation of state moneys presented by the Governor for consideration by the legislature; compiled by the department of finance or treasury in conjunction with state department heads usually for a given period of time.

CALENDAR, CONSENT - A list of noncontroversial bills and/or resolutions on which members in attendance vote in a single motion.

CALENDAR, OR CALENDER, REGULAR - Printed list of proposals, arranged according to the order of business, which is scheduled for consideration for third reading, debate, amendment and vote on a particular day.

CALENDAR DAY - Literally the days as listed on the Gregorian calendar as distinguished from a "legislative day" which refers to a day on which the legislature is in session.

CALENDAR, MESSAGE - A list of bills scheduled for consideration during a daily session, which have been passed and amended by opposite house.

CALL TO ORDER - Announcement by the presiding officer that a deliberative body is convened officially and ready to proceed with its business.

CAPTION - Recitation of the title or substance of the proposed legislation.

CAUCUS - A closed meeting of a particular group of legislators, usually those of a particular party, to discuss strategy, programs or legislation.

CENSURE - An act by a legislative body to officially reprimand an elected official for actions by that official while in office. The act of censuring is an official condemnation for actions committed by a public official while holding a position of trust.

CHAIR - Presiding officer or chairperson.

CHAMBER - The official room or location for meetings of a legislative body.

CLERK, CHIEF - A non-member officer elected or appointed by the body as its chief administrative officer and parliamentarian.

CLERK'S DESK - The area at the front of the chamber where the clerk is stationed during proceedings. Also used as a point of reference in filing official documents.

CODE - A compilation of laws on a given subject or a state code; the official publication of the statutes as in Tennessee Code Annotated.

COMMIT - Action to send a measure to a committee after it has been previously reported.

COMMITTEE - A group of legislators, usually members of the same house, assigned to consider some issue or question and submit a report on its recommendations for action by the body which created it.

COMMITTEE, AD HOC - Committee appointed for some special purpose. The committee automatically dissolves upon the completion of this specified task.

COMMITTEE AMENDMENT - An amendment to a bill which is attached to the bill by a committee and made a part of the committee's report on the bill.

COMMITTEE CHAIRMAN - A member appointed to function as the parliamentary head of a standing or special committee in the consideration of matters assigned to such committee by the body.

COMMITTEE CLERK - Employee designated to take notes and keep official records, including votes, on actions taken during the meetings.

COMMITTEE, CONFERENCE - A joint committee of Senators and Representatives directed to resolve differences in legislation on which the two houses are unable to agree.

COMMITTEE, INTERIM JOINT - A committee composed of all members of a Senate standing committee and all members of a House standing committee, which meets between sessions.

COMMITTEE, JOINT - Committee composed of members of both houses to study or review a particular issue and which ceases to exist after submitting its report.

COMMITTEE OF THE WHOLE - Resolution of the entire house membership into a single committee.

COMMITTEE REPORT - The document by which a committee submits its recommendations to its parent body.

COMMITTEE, SELECT - Committee appointed to consider and make recommendations for specific proposals or to perform a specific task.

COMMITTEE, SPECIAL - A committee established to consider only one issue, and which ceases to exist after submitting its report. Usually appointed by the Speaker.

COMMITTEE, SPECIAL JOINT - Study committee composed of members of both houses to study a particular issue and which ceases to exist after submitting its report. Usually set up by resolution.

COMMITTEE, STANDING - A committee established to function the entire session, to consider any questions the body cares to submit to it.

COMPANION MEASURE - Identical bill introduced in both houses.

CONCURRENCE - Action by which one house agrees to a proposal or action which the other house has approved. A proposal may be amended, passed and then returned to the other house for concurrence.

CONFIRMATION - Approval by legislature of an executive appointment.

CONFLICT OF INTEREST - Untenable position which threatens the ability of a legislator to vote impartially due to some personal interest in a legislative issue.

CONSIDERATION - Presentation of a bill. Each bill to be enacted in Tennessee must be considered on three days in each house.

CONSTITUENT - A citizen residing within the district of a legislator.

CONSTITUTION - A written instrument embodying the fundamental principles of the state that guarantees powers and duties of the government and guarantees certain rights to the people.

CONSTITUTIONAL AMENDMENT - A proposal to modify a constitution in some manner.

CONSTITUTIONAL MAJORITY - One more than half of the members of a deliberative body.

CONSTITUTIONAL OFFICER - An officer selected by a legislative body in compliance with a constitutional provision that it do so; in Tennessee these officers are Secretary of State, Treasurer and Comptroller.

CONSTITUTIONAL RIGHT - Right or privilege provided or guaranteed by the constitution.

CONTESTED SEAT - A seat in the legislative body to which two or more persons state they have been duly elected.

CONTINGENCY FUND - Money appropriated to meet expenses which are unforeseen at the time of budget preparation.

CONVENE - The meeting of a legislative body, on the periodic basis provided by constitution or by law.

CONVENTION, CONSTITUTIONAL - The assembling of citizens or delegates for the purpose of writing or revising a constitution.

CONVENTION, JOINT - The assembling of both houses of the legislature for a specific purpose. Such purpose is stated in the call of the joint convention.

DEBATE - Discussion of a matter according to parliamentary rules.

DECISION - Official ruling of presiding officer in response to a point of order.

DISSENT - Disagreement, or the cast of a negative vote.

DISTRICT - That area or division of the state represented by an individual legislator, distinguished numerically and by geographical boundaries.

DIVISION - A method of voting by way of a show of hands or by standing; provides a count without a roll call.

DIVISION OF A QUESTION - The separation of one item to be voted upon into two or more items to be voted upon.

DOCUMENT - An original or official paper relied upon as the basis, proof or support of something.

EFFECTIVE DATE - The date a law becomes binding, either upon a date specified in the law itself or, in the absence of such date, a certain number of days, specified by constitution or law, after executive action.

ELECTION - The process of selecting a person to occupy an office, by way of balloting.

ENABLING ACT - A statute which makes it lawful to do something which otherwise would not be lawful. In some states the legislature enacts a law which becomes operative only upon the adoption by the people of an amendment to the Constitution.

ENACTING CLAUSE - The clause preceding any legislative measure which expresses formally the legislative sanction of the body promulgating the enactment.

ENGROSSMENT - The act of perfecting an item of legislation in accordance with any amendments which have been adopted to it since its origin.

ENROLLMENT - The act of comparing a printed bill to be transmitted to the Governor with the original, introduced bill with all amendments, so as to ascertain their identical form.

ENTRY MODE - Input of material into terminal of computer.

EXCUSED - Absent with permission of the body or the presiding officer.

EXECUTIVE APPOINTEE - Designated by the Governor to fill an office or position.

EXECUTIVE ORDER - Action by the Governor in implementing his authority under the law.

EX OFFICIO - The holding of an office or assumption of a duty by virtue of holding a particular office, as when the Speaker is by virtue of that office an ex officio member of all standing committees.

EXPUNGE - An action which directs that specific portions be removed from the journal, the record or both. This is applicable in situations where objectionable, inflammatory or incorrect matter has been included in the journal.

FIRST CONSIDERATION - To consider the first of 3 times (see Passed First Consideration) the bill or title for consideration.

FISCAL NOTE - A fiscal note states the estimated amount of increase or decrease in revenue or expenditures and the present and future fiscal implications of pending legislation.

FISCAL YEAR - An accounting period of 12 months.

FLOOR - That portion of the chamber reserved for members and officers and other persons granted access.

FLOOR AMENDMENT - An amendment filed with the Clerk to be considered on third reading of the bill to which it has been filed (usually by an individual rather than a Committee).

FORTHWITH - Immediately, without delay; promptly and with reasonable dispatch.

GALLERY - The area of a legislative chamber from which the proceedings may be viewed by spectators; usually a balcony or other raised area.

GERMANENESS - Relevance or appropriateness of a particular question, usually an amendment, to the main issue.

GERRYMANDERING - The act of drawing legislative district boundaries so as to gain partisan or factional political advantages.

GRANDFATHER CLAUSE - Exemption from regulation for certain persons having engaged in the regulated activity for a specified period of time prior to the effective date of the regulatory legislation.

HEARING - A meeting, usually of a committee, at which testimony on a question or issue is accepted, whether from the general public or from invited witnesses.

HOUSE - One body of deliberation in a legislature; customarily a shortened name for the House of Representatives.

IMMEDIATE EFFECT - Legislative action to render a law effective at an earlier date than the normal course of events would allow.

IMPEACHMENT - A legal procedure, originating in the legislative branch of government, by which public officials may be removed from office by reason of misconduct.

INDEFINITE POSTPONEMENT - A form of final adverse disposition of a proposal for that session of the legislature.

INITIATIVE - A procedure by which the general public may present and require consideration of legislative proposals.

INPUT - Material typed into computer terminal after a sign-on with the subsystem.

INSERT - Add language to a bill or resolution.

INTERIM - The period of time between regular sessions of a legislature.

INTERIM COMMITTEE - A committee delegated to study or investigate certain matters, primarily after the legislature creating the committee has adjourned and report to the next regular session.

INTRODUCTION - The formal presentation of a bill or resolution to the legislative body for its consideration; usually combined with passed first consideration.

INVOCATION - The prayer preceding each daily session of a legislative body.

JOURNAL - An official chronological record of the action taken and proceedings of the respective houses.

JUNKET - Travel by public official at public expense.

LAY ON THE DESK (MOTION TO) - An action to place a measure in a position of temporary postponement.

LAY ON THE TABLE - Postponement of the matter before the house, which may later be brought up for consideration by a motion to "Take from the table".

LEAVE OF ABSENCE - Permission granted by the house to a member who wishes to be absent for a specific period.

LEGAL SERVICES DIRECTOR - Officer or employee appointed to act as the legislature's lawyer or legal advisor; sometimes employed jointly by both houses; frequently involved in bill drafting process.

LEGISLATIVE ADMINISTRATION - An office created by the legislature to keep its financial accounts regarding salaries, pensions, expenses, etc.

LEGISLATIVE IMMUNITY - Constitutionally, legislators are privileged from arrest, except for certain offenses; and may not be brought to question for remarks made in speech or debate on the floor.

LEGISLATIVE LIAISON - Person appointed to communicate between legislators and other departments.

LEGISLATIVE PRIVILEGE - Legislator privileged from civil arrest and civil process during session of the legislature and frequently several days before and after session.(See Legislative immunity)

LEGISLATOR - A member of a legislature.

LEGISLATURE - A deliberative, representative body formed by constitution to enact changes in statute law; usually the term "legislature" refers to the state level of government.

LOBBYIST - A person engaged in representing a particular interest or group of interests before the legislature.

LYING OVER - Postponing of consideration.

MAJORITY CAUCUS CHAIRMAN - A member affiliated with the majority party, who is responsible for convening the caucus of his party and presiding over its deliberations.

MAJORITY, CONSTITUTIONAL - One more than half of those to which the body is entitled; in the House, 50; in the Senate, 17.

MAJORITY FLOOR LEADER - A member affiliated with the majority party, designated to act for the party during proceedings on the floor.

MAJORITY PARTY - The political party whose members occupy at least one more than half of the total membership of the body.

MAJORITY, SIMPLE - One more than half of those voting on a question.

MAJORITY WHIP - A member affiliated with the majority party, designated to assist the floor leader during proceedings on the floor.

MASON'S MANUAL - A volume of parliamentary law and procedure providing a basis for ruling on questions of order in the Senate and house

MEMBERS-ELECT - Persons having been elected members of a legislative body but not yet having been sworn into office.

MEMBERS PRESENT - The term used to refer to those members who are actually present at a daily session.

MEMORIALIZE GOVERNMENT OR CONGRESS - To address or petition another agency or entity of government.

MEMORY BANK - Information stored in a computer; sometimes used as slang expression for file for stored documents.

MESSAGE - An official communication from beyond the body which is read into and made a portion of its journal.

MESSAGES FROM GOVERNOR - Official communications from Governor read into official record.

MINORITY FLOOR LEADER - The minority party officer with the same duties corresponding to the majority floor leader.

MINORITY PARTY - The political party whose members occupy less than one-half of the total membership of the body.

MINORITY REPORT - A report filed by those members of a committee in the minority relative to the decision of the majority of the committee; the minority report may be adopted in lieu of the majority report.

MINORITY WHIP - A member affiliated with the minority party, designated to assist the floor leader during proceedings on the floor.

MINUTES - Accurate record of the proceedings of a meeting in chronological order.

MOTION - A proposal, usually oral, made to the presiding officer calling for specific action by the body; the motion is the principal tool used to conduct legislative business.

NOMINATION - The placement of a person's name in consideration for election or appointment to an office.

NON-DEBATABLE - Those subjects or motions which under parliamentary rules may not be discussed or debated.

OATH OF OFFICE - Oath or vow taken by public officers prior to being seated and taking up their official duties.

OMBUDSMAN - An official of the Executive Branch charged with the duty of receiving and investigating public complaints, and directing action thereon by the responsible agency.

ORDER OF BUSINESS - The defined routine of procedure in the legislative body each day; may be deviated from only by suspension of the Rules.

OUT OF ORDER - The offer of an improper motion, amendment or question to a deliberative body.

OVERSIGHT COMMITTEE - A committee created to maintain a review of some aspect or operation of government.

PARLIAMENTARY INQUIRY - A question posed to the presiding officer for clarification of a particular point in the proceedings.

PASSAGE - The approval of a bill by way of an affirmative vote.

PER DIEM - Literally means "per day"; refers to expense money paid on a daily basis to legislators.

PERSONAL INDEX - Listing of all legislation sponsored by a particular member.

PETITION - A formal written request submitted by an individual member or groups of members to the body to which they belong.

POINT OF ORDER - A question on the appropriateness of a particular action which has been taken previously or is about to take place.

POINT OF PERSONAL PRIVILEGE - A statement usually made by a legislator defending his/her rights, reputation or conduct as called into question by another member.

POSTPONE INDEFINITELY (MOTION TO) - Action to prevent consideration of a measure for the remainder of the session, unless a constitutional majority sustains a motion to reconsider the matter.

POSTPONE TO A DAY CERTAIN - To defer consideration to a specific date.

PRECEDENT - Previous evidence or example for action or decision of a question.

PRE-FILED BILL OR RESOLUTION - A bill or resolution filed prior to the session or after 4:00 p.m. on the date preceding introduction.

PRESIDING OFFICER - The person designated to preside over the proceedings of a legislative body.

PRESSURE GROUP - A group or organization which attempts to influence action on legislation.

PREVIOUS QUESTION, MOTION FOR - Action to prevent additional debate on or amendment of a question and to cause an immediate vote on the matter under discussion.

PRINT OUT - Hard copy of material printed by computer.

PRIVATE ACTS - Enacted laws affecting a limited area, and usually requiring approval of local legislative body.

PROCEDURE - Rules and traditional practices of the respective houses of the legislature.

PUBLIC ACTS - Enacted laws amending the TCA or creating new law.

QUESTION, PRIVILEGED - Those questions which, according to rules or by consent of the body, shall have precedence.

QUORUM - The number of members of a legislative body which must be present for it to transact business. For the House, under the constitution a quorum is 66. For committees of the House under the rules, a quorum is a majority.

QUORUM CALL - Action to require a call of the roll to determine the presence of a quorum.

RATIFY - To approve and make valid.

REAPPORTIONMENT - Redrawing boundaries for legislative or other districts to comply with the one man one vote rule.

RECALL A BILL - A motion which enables the House to retrieve a bill from one of its standing committees and return it to the floor.

RECALL PETITION- To call for the removal of a public official by popular action.

RECEDE, MOTION TO - To reverse action previously taken; usually applies to amendments.

RECESS - Intermission in a daily session.

RECOMMIT, MOTION TO - Action to send a measure to the same committee from which it was previously reported.

RECONSIDER, MOTION TO - A motion which places the question in the same status it was in prior to the vote on the question. Also, action to re-take a vote; the motion may be offered only by a member having voted previously on the prevailing side.

RECONSIDERATION - A motion which, when granted, gives rise to another vote annulling or reaffirming an action previously taken.

RECORD - By custom, members often request that the "record" show or that they be "recorded" in a certain way; these requests, if approved by the presiding officer, are entered in the journal.

REFER - To send a measure or question to committee.

REFERENDUM - Submission of a question to decision by the electorate.

REGULAR ORDER OF BUSINESS - The established sequence of business set up for each legislative day.

REGULATION - A rule or order of an agency promulgated under the authority of a statute passed by the legislature.

REJECTION - An action which defeats a bill, motion or other matter, and prohibits its reconsideration in the same General Assembly.

REPEAL - A method by which legislative action is revoked or reversed.

REPORT - Usually refers to a record of the actions of a committee as it relates to specific pieces of legislation.

REPRESENTATIVE - A member of the House of Representatives.

RE-REFER - To reassign a bill or resolution to a committee.

RESCIND - To annul or reverse an action previously taken.

RESOLUTION, CONGRATULATORY - Honors or congratulates groups or individuals.

RESOLUTION, JOINT - Expression of opinion or request by both houses of a legislature, without the force of law.

RESOLUTION, MEMORIALIZING - Conveys the position of the General Assembly on a particular issue or expresses sorrow on the death of the person so named.

RESOLUTION, SENATE OR HOUSE - Same as joint resolution except it is the expression of one house.

RESOLVING CLAUSE - That portion of a resolution which set forth the sentiment, views, intent or directions.

REVENUE - Yield of taxes and other sources of income the state collects.

REVISED CODE - Updated statutory laws of the state.

ROLL CALL - The vote on an issue before the body; either by an electrical tabulating machine or by voice vote, names of members being called in alphabetical order and recorded.

RULES, PERMANENT - Rules adopted by each house for the duration of the session;

RULES, PERMANENT AND TEMPORARY - Regulating principles, methods of procedure;

RULE, SUSPENDED - Temporarily set aside a rule.

RULES, TEMPORARY - Practices usually adopted at the beginning of each session until standing rules are adopted and consisting generally of standing rules of the preceding session.

RULING OF THE CHAIR - A decision by the presiding officer concerning a question of order or procedure.

SECTION - Portion of the codes, cited in each bill which proposes to amend, create or replace same.

SELECT COMMITTEE - Special committee of legislators or of senators or house members.

SENIORITY - Measure of service in the House of Representatives.

SERGEANTS-AT-ARMS - Officers of the legislature appointed by the Speaker to maintain order. They serve under the supervision of the Chief Sergeant-at-Arms.

SESSION; REGULAR, EXTRAORDINARY, DAILY AND JOINT - Period during which the legislature meets.

REGULAR - The annual session at which all types of legislation may be considered.

EXTRAORDINARY - Special session which may be called by the Governor or two-thirds of the General Assembly and limited to matters specified in the call (sometimes called Special).

DAILY - Each day's meeting.

JOINT - Meeting of the two houses together.

SINE DIE - Adjournment literally "without future day;" refers to final adjournment.

SPEAKER - Presiding officer of the House elected by the body.

SPEAKER PRO TEMPORE - The member elected by the body to preside in lieu of the Speaker when such officer is absent or unable to preside.

SPECIAL ORDER - Matter of business set for consideration on a specific day.

SPONSOR - The legislator responsible for presenting an item of legislation to the body.

STANDING COMMITTEE - Regular committee of the legislature set up to perform certain legislative functions. Usually created at the beginning of a two-year session with membership remaining constant throughout.

TABLE, MOTION TO - The action taken when the desired result is to defer consideration of the issue.

TENNESSEE CODE ANNOTATED - The official title of Tennessee statute law; each bill amends or repeals a section of the TCA, or creates new law.

TERM OF OFFICE - The period of time for which a person is elected or appointed to occupy an office or position.

TITLE - A caption indicating the subject matter of a bill or resolution, required by the Constitution.

TITLE, SHORT - An abridged description of a bill.

UNANIMOUS CONSENT - A vote, by voice, expressing adoption of a question without dissent or objection.

UNFINISHED BUSINESS - Business which has been carried over from a previous day.

UNICAMERAL - A single body legislature. (Nebraska)

VETO - The prerogative of the Governor to reject an action of the General Assembly.

VETO, ITEM - Prerogative of the Governor to reduce or eliminate an item of appropriation while approving remainder of a bill.

VETO OVERRIDE - Authority of the legislature to overturn a rejection of legislation by the Governor. Requires 50 votes in the House; 17 in the Senate.

VOICE VOTE - A method of voting whereby vocal response is given by "ayes" and "nays" and the presiding officer declares the prevailing side.

VOTE - A decision on a question by a member of a deliberative body.

VOTE, ROLL CALL - Any vote taken on an issue as recorded in the journal.

WHIP - An elected member whose duty it is to keep the rest of the members informed as to the decisions of the leadership of their respective parties.

WITHDRAW - To remove or delete a question from consideration.

WITHOUT RECOMMENDATION - Committee indicating that, after studying the bill in question, the committee does not give it a favorable or unfavorable recommendation but recommends that it be placed on the calendar for the consideration of the body.

YEAS AND NAYS - Recorded vote of members on an issue.

YIELD - The relinquishing of the floor to another member to speak or ask a question

APPENDIX IV

TENNESSEE CONSTITUTION

The first Constitution of the state of Tennessee was written in Knoxville during the winter of 1796, the year the state was created from the geographic area known as the Southwest Territory. The first constitution was not put to a vote of the citizens of the new state for ratification, but was approved by Congress. It gave almost complete control of state government to the legislative branch, thus abrogating the fundamental “balance of power” principle. This fact, among others, led to the calling of a new constitutional convention.

The second convention met in Nashville during the Spring of 1834. A new constitution was approved by the people in March, 1835.

The 1835 document stood until 1870, five years after the ending of the War Between the States. Delegates elected in December, 1869, met in Nashville on January 10, 1870, wrote a new constitution and adjourned on February 23, 1870. The new constitution was ratified by the people on the fourth Saturday in March, 1870.

The 1870 constitution stood unchanged until 1953, when it was first amended. Further amendments followed in 1960, 1966, 1972, 1978, 2002 and 2010.

*Reprinted from the Tennessee Blue Book

Preamble and Declaration of Rights

Article I - Declaration of Rights

Article II - Distribution of Powers

Article III - Executive Department

Article IV - Elections

Article V - Impeachments

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Preamble and Declaration of Rights

Whereas, The General Assembly of the said state of Tennessee, (pursuant to the third section of the tenth article of the Constitution,) by an act passed on the Twenty-seventh day of November, in the year of our Lord one thousand eight hundred and thirty-three, entitles, "An Act" to provide for the calling of a convention, passed in obedience to the declared will of the voters of the state, as expressed at the general election of August, in the year of our Lord one thousand eight hundred and thirty-three, did authorize and provide for the election by the people of delegates and representatives, to meet at Nashville, in Davidson County, on the third Monday in May, in the year of our Lord one thousand eight hundred and thirty-four, for the purpose of revising and amending, or changing, the Constitution, and said convention did accordingly meet and form a Constitution which was submitted to the people, and was ratified by them, on the first Friday in March, in the year of our Lord one thousand eight hundred and thirty-five, and,

Whereas, The General Assembly of said state of Tennessee, under and in virtue of the first section of the first article of the Declaration of Rights, contained in and forming a part of the existing Constitution of the state, by an act passed on the fifteenth day of November, in the year of our Lord one thousand eight hundred and sixty-nine, did provide for the calling of a convention by the people of the state, to meet at Nashville, on the second Monday in January, in the year of our Lord one thousand eight hundred and seventy, and for the election of delegates for the purpose of amending or revising the present Constitution, or forming and making a new Constitution; and, Whereas, The people of the state, in the mode provided by said Act, have called said convention, and elected delegates to represent them therein; now therefore,

We, the delegates and representatives of the people of the state of Tennessee, duly elected, and in convention assembled, in pursuance of said act of Assembly have ordained and established the following Constitution and form of government for this state, which we recommend to the people of Tennessee for their ratification: That is to say

Article I - Declaration of Rights

Section 1. That all power is inherent in the people, and all free governments are founded on their authority, and instituted for their peace, safety, and happiness; for the advancement of those ends they have at all times, an unalienable and indefeasible right to alter, reform, or abolish the government in such manner as they may think proper.

Section 2. That government being instituted for the common benefit, the doctrine of nonresistance against arbitrary power and oppression is absurd, slavish, and destructive of the good and happiness of mankind.

Section 3. That all men have a natural and indefeasible right to worship Almighty God according to the dictates of their own conscience; that no man can of right be compelled to attend, erect, or support any place of worship, or to maintain any minister against his consent; that no human authority can, in any case whatever, control or interfere with the rights of conscience; and that no preference shall ever be given, by law, to any religious establishment or mode of worship.

Section 4. That no political or religious test, other than an oath to support the Constitution of the United States and of this state, shall ever be required as a qualification to any office or public trust under this state.

Section 5. The elections shall be free and equal, and the right of suffrage, as hereinafter declared, shall never be denied to any person entitled thereto, except upon a conviction by a jury of some infamous crime, previously ascertained and declared by law, and judgment thereon by court of competent jurisdiction

Section 6. That the right of trial by jury shall remain inviolate, and no religious or political test shall ever be required as a qualification for jurors.

Section 7. That the people shall be secure in their persons, houses, papers and possessions, from unreasonable searches and seizures; and that general warrants, whereby an officer may be commanded to search suspected places, without evidence of the fact committed, or to seize any person or persons not named, whose offences are not particularly described and supported by evidence, are dangerous to liberty and ought not be granted.

Section 8. That no man shall be taken or imprisoned, or disseized of his freehold, liberties or privileges, or outlawed, or exiled, or in any manner destroyed or deprived of his life, liberty or property, but by the judgment of his peers, or the law of the land.

Section 9. That in all criminal prosecutions, the accused hath the right to be heard by himself and his counsel; to demand the nature and cause of the accusation against him, and to have a copy thereof, to meet the witnesses face to face, to have compulsory process for obtaining witnesses in his favor, and in prosecutions by indictment or presentment, a speedy public trial, by an impartial jury of the county in which the crime shall have been committed, and shall not be compelled to give evidence against himself.

Section 10. That no person shall, for the same offence, be twice put in jeopardy of life or limb.

Section 11. That laws made for the punishment of acts committed previous to the existence of such laws, and by them only declared criminal, are contrary to the principles of a free government; wherefore no ex post facto law shall be made.

Section 12. That no conviction shall work corruption of blood or forfeiture of estate. The estate of such persons as shall destroy their own lives shall descend or vest as in case of natural death. If any person be killed by casualty, there shall be no forfeiture in consequence thereof.

Section 13. That no person arrested and confined in jail shall be treated with unnecessary rigor.

Section 14. That no person shall be put to answer any criminal charge but by presentment, indictment or impeachment.

Section 15. That all prisoners shall beailable by sufficient sureties, unless for capital offences, when the proof is evident, or the presumption great. And the privilege of the writ of Habeas Corpus shall not be suspended, unless when in case of rebellion or invasion, the General Assembly shall declare the public safety requires it.

Section 16. That excessive bail shall not be required, nor excessive fines imposed, nor cruel and unusual punishments inflicted.

Section 17. That all courts shall be open; and every man, for an injury done him in his lands, goods, person or reputation, shall have remedy by due course of law, and right and justice administered without sale, denial, or delay. Suits may be brought against the state in such manner and in such courts as the Legislature may by law direct.

Section 18. The Legislature shall pass no law authorizing imprisonment for debt in civil cases.

Section 19. That the printing press shall be free to every person to examine the proceedings of the Legislature; or of any branch or officer of the government, and no law shall ever be made to restrain the right thereof. The free communication of thoughts and opinions, is one of the invaluable rights of man and every citizen may freely speak, write, and print on any subject, being responsible for the abuse of that liberty. But in prosecutions for the publication of papers investigating the official conduct of officers, or men in public capacity, the truth thereof may be given in evidence; and in all indictments for libel, the jury shall have a right to determine the law and the facts, under the direction of the court, as in other criminal cases.

Section 20. That no retrospective law, or law impairing the obligations of contracts, shall be made.

Section 21. That no man's particular services shall be demanded, or property taken, or applied to public use, without the consent of his representatives, or without just compensation being made therefore.

Section 22. That perpetuities and monopolies are contrary to the genius of a free state, and shall not be allowed.

Section 23. That the citizens have a right, in a peaceable manner, to assemble together for their common good, to instruct their representatives, and to apply to those invested with the powers of government for redress of grievances, or other proper purposes, by address of remonstrance.

Section 24. That the sure and certain defense of a free people, is a well regulated militia; and, as standing armies in time of peace are dangerous to freedom, they ought to be avoided as far as the circumstances and safety of the community will admit; and that in all cases the military shall be kept in strict subordination to the civil authority.

Section 25. That no citizen of this state, except such as are employed in the army of the United States, or militia in actual service, shall be subjected to punishment under the martial or military law. That martial law, in the sense of the unrestricted power of military officers, or others, to dispose of the persons, liberties or property of the citizen, is inconsistent with the principles of free government, and is not confided to any department of the government of this state.

Section 26. That the citizens of this state have a right to keep and to bear arms for their common defense; but the Legislature shall have power, by law, to regulate the wearing of arms with a view to prevent crime.

Section 27. That no soldier shall, in time of peace, be quartered in any house without the consent of the owner; nor in time of war, but in a manner prescribed by law.

Section 28. That no citizen of this state shall be compelled to bear arms, provided he will pay an equivalent, to be ascertained by law.

Section 29. That an equal participation in the free navigation of the Mississippi, is one of the inherent rights of the citizens of this state; it cannot, therefore, be conceded to any prince, potentate, power, person or persons whatever.

Section 30. That no hereditary emoluments, privileges, or honors, shall ever be granted or conferred in this state.

Section 31. That the limits and boundaries of this state be ascertained, it is declared they are as hereafter mentioned, that is to say: Beginning on the extreme height of the Stone Mountain, at the

place where the line of Virginia intersects it, in latitude thirty-six degrees and thirty minutes north; running thence along the extreme height of the said mountain, to the place where Watauga river breaks through it; thence a direct course to the top of the Yellow Mountain, where Bright's road crosses the same; thence along the ridge of said mountain, between the waters of Doe river and the waters of Rock creek, to the place where the road crosses the Iron Mountain; from thence along the extreme height of said mountain, to the place where Nolichucky river runs through the same; thence to the top of the Bald Mountain; thence along the extreme height of said mountain to the Painted Rock on French Broad river; thence along the highest ridge of said mountain, to the place where it is called the Great Iron or Smoky Mountain; thence along the extreme height of said mountain to the place where it is called Unicoi or Unaka Mountain, between the Indian towns of Cowee and Old Chota; thence along the main ridge of the said mountain to the southern boundary of this state, as described in the act of cession of North Carolina to the United States of America; and that all the territory, lands and waters lying west of said line, as before mentioned, and contained within the chartered limits of the state of North Carolina, are within the boundaries and limits of this state, over which the people have the right of exercising sovereignty, and the right of soil, so far as is consistent with the Constitution of the United States, recognizing the Articles of Confederation, the Bill of Rights and Constitution of North Carolina, the cession act of the said state, and the ordinance of Congress for the government of the territory north west of Ohio; Provided, nothing herein contained shall extend to affect the claim or claims of individuals to any part of the soil which is recognized to them by the aforesaid cession act; And provided also, that the limits and jurisdiction of this state shall extend to any other land and territory now acquired, or that may hereafter be acquired, by compact or agreement with other states, or otherwise, although such land and territory are not included within the boundaries herein before designated.

Section 32. That the erection of safe and comfortable prisons, the inspection of prisons, and the humane treatment of prisoners, shall be provided for.

Section 33. That slavery and involuntary servitude, except as a punishment for crime, whereof the party shall have been duly convicted, are forever prohibited in this state.

Section 34. The General Assembly shall make no law recognizing the right of property in man.

Article II - Distribution of Powers

Section 1. The powers of the government shall be divided into three distinct departments: legislative, executive, and judicial.

Section 2. No person or persons belonging to one of these departments shall exercise any of the powers properly belonging to either of the others, except in the cases herein directed or permitted.

Legislative Department

Section 3. The legislative authority of this state shall be vested in a General Assembly, which shall consist of a Senate and House of Representatives, both dependent on the people. Representatives shall hold office for two years and senators for four years from the day of the general election, except that the speaker of the Senate and the speaker of the House of Representatives each shall hold his office as speaker for two years or until his successor is elected and qualified provided however, that in the first general election after adoption of this amendment senators elected in districts designated by even numbers shall be elected for four years and those elected in districts designated by odd numbers shall be elected for two years. In a county having more than one senatorial district, the districts shall be numbered consecutively.

Section 4. The apportionment of senators and representatives shall be substantially according to population. After each decennial census made by the Bureau of Census of the United States is available the General Assembly shall establish senatorial and representative districts. Nothing in this Section nor in this Article II shall deny to the General Assembly the right at any time to apportion one House of the General Assembly using geography, political subdivisions, substantially equal population and other criteria as factors; provided such apportionment when effective shall comply with the Constitution of the United States as then amended or authoritatively interpreted. If the Constitution of the United States shall require that legislative apportionment not based entirely on population be approved by vote of the electorate, the General Assembly shall provide for such vote in the apportionment act.

Section 5. The number of representatives shall be ninety-nine and shall be apportioned by the General Assembly among the several counties or districts as shall be provided by law. Counties having two or more representatives shall be divided into separate districts. In a district composed of two or more counties each county shall adjoin at least one other county of such district; and no county shall be divided in forming such a district.

Section 5a. Each district shall be represented by a qualified voter of that district.

Section 6. The number of senators shall be apportioned by the General Assembly among the several counties or districts substantially according to population, and shall not exceed one-third the number of representatives

Counties having two or more senators shall be divided into separate districts. In a district composed of two or more counties, each county shall adjoin at least one other county of such district; and no county shall be divided in forming such a district.

Section 6a. Each district shall be represented by a qualified voter of that district.

Section 7. The first election for senators and representatives shall be held on the second Tuesday in November, one thousand eight hundred and seventy; and forever thereafter, elections for members of the General Assembly shall be held once in two years, on the first Tuesday after the first Monday in November. Said elections shall terminate the same day.

Section 8. Legislative sessions-governor's inauguration-the General Assembly shall meet in organizational session on the second Tuesday in January next succeeding the election of the members of the House of Representatives, at which session, if in order, the governor shall be inaugurated. The General Assembly shall remain in session for organizational purposes not longer than fifteen consecutive calendar days, during which session no legislation shall be passed on third and final consideration. Thereafter, the General Assembly shall meet on the first Tuesday next following the conclusion of the organizational session unless the General Assembly by joint resolution of both houses sets an earlier date.

The General Assembly may by joint resolution recess or adjourn until such time or times as it shall determine. It shall be convened at other times by the governor as provided in Article III, Section 9, or by the presiding officers of both Houses at the written request of two-thirds of the members of each House.

Section 9. No person shall be a representative unless he shall be a citizen of the United States, of the age of twenty-one years, and shall have been a citizen of this state for three years, and a resident in the county he represents one year, immediately preceding the election.

Section 10. No person shall be a senator unless he shall be a citizen of the United States, of the age of thirty years, and shall have resided three years in this state, and one year in the county or district, immediately preceding the election. No senator or representative shall, during the time for which he

was elected, be eligible to any office or place of trust, the appointment to which is vested in the executive or the General Assembly, except to the office of trustee of a literary institution.

Section 11. The Senate and House of Representatives, when assembled shall each choose a speaker and its other officers; be judges of the qualifications and election of its members, and sit upon its own adjournments from day to day. Not less than two-thirds of all the members to which each house shall be entitled shall constitute a quorum to do business; but a smaller number may adjourn from day to day, and may be authorized, by law, to compel the attendance of absent members.

Section 12. Each house may determine the rules of its proceedings, punish its members for disorderly behavior, and, with the concurrence of two-thirds, expel a member, but not a second time for the same offence, and shall have all other powers necessary for a branch of the Legislature of a free state.

Section 13. Senators and representatives shall, in all cases, except treason, felony, or breach of the peace, be privileged from arrest during the session of the General Assembly, and in going to and returning from the same; and for any speech or debate in either House, they shall not be questioned in any other place.

Section 14. Each House may punish, by imprisonment, during its session, any person not a member, who shall be guilty of disrespect to the House, by any disorderly or any contemptuous behavior in its presence.

Section 15. Vacancies. When the seat of any member of either House becomes vacant, the vacancy shall be filled as follows:

(a) When twelve months or more remain prior to the next general election for legislators, a successor shall be elected by the qualified voters of the district represented, and such successor shall serve the remainder of the original terms. The election shall be held within such time as provided by law. The legislative body of the replaced legislator's county of residence at the time of his or her election may elect an interim successor to serve until the election.

(b) When less than twelve months remain prior to the next general election for legislators, a successor shall be elected by the legislative body of the replaced legislator's county of residence at the time of his or her election. The term of any senator so elected shall expire at the next general election for legislators, at which election a successor shall be elected.

(c) Only a qualified voter of the district represented shall be eligible to succeed to the vacant seat.

Section 16. Neither house shall, during its session, adjourn without the consent of the other for more than three days, nor to any other place than that in which the two Houses shall be sitting.

Section 17. Bills may originate in either House; but may be amended, altered or rejected by the other. No bill shall become a law which embraces more than one subject, that subject to be expressed in the title. All acts which repeal, revive or amend former laws, shall recite in their caption, or otherwise, the title or substance of the law repealed, revived or amended.

Section 18. A bill shall become law when it has been considered and passed on three different days in each House and on third and final consideration has received the assent of a majority of all the members to which each House is entitled under this Constitution, when the respective speakers have signed the bill with the date of such signing appearing in the journal, and when the bill has been approved by the governor or otherwise passed under the provisions of this Constitution.

Section 19. After a bill has been rejected, no bill containing the same substance shall be passed into a law during the same session.

Section 20. The style of the laws of this state shall be, "Be it enacted by the General Assembly of the state of Tennessee. " No law of a general nature shall take effect until forty days after its passage unless the same or the caption thereof shall state that the public welfare requires that it should take effect sooner.

Section 21. Each House shall keep a journal of its proceedings, and publish it, except such parts as the welfare of the state may require to be kept secret; the ayes and noes shall be taken in each House upon the final passage of every bill of a general character, and bills making appropriations of public moneys; and the ayes and noes of the members on any question, shall, at the request of any five of them, be entered on the journal.

Section 22. The doors of each House and of committees of the whole shall be kept open, unless when the business shall be such as ought to be kept secret.

Section 23. Each member of the General Assembly shall receive an annual salary of \$1,800.00 per year payable in equal monthly installments from the date of his election, and in addition, such other allowances for expenses in attending sessions or committee meetings as may be provided by law. The senators, when sitting as a Court of Impeachment, shall receive the same allowances for expenses as have been provided by law for the members of the General Assembly. The compensation and expenses of the members of the General Assembly may from time to time be reduced or increased by laws enacted by the General Assembly; however, no increase or decrease in the amount thereof shall take effect until the next general election for representatives to the General Assembly. Provided, further, that the first General Assembly meeting after adoption of this amendment shall be allowed to set its own expenses. However, no member shall be paid expenses, nor travel allowances for more than ninety Legislative days of a regular session, excluding the organization session, nor for more than thirty Legislative days of any extraordinary session.

This amendment shall take effect immediately upon adoption so that any member of the General Assembly elected at a general election wherein this amendment is approved shall be entitled to the compensation set herein.

Section 24. No public money shall be expended except pursuant to appropriations made by law. Expenditures for any fiscal year shall not exceed the state's revenues and reserves, including the proceeds of any debt obligation, for that year. No debt obligation, except as shall be repaid within the fiscal year of issuance, shall be authorized for the current operation of any state service or program, nor shall the proceeds of any debt obligation be expended for a purpose other than that for which it was authorized.

In no year shall the rate of growth of appropriations from state tax revenues exceed the estimated rate of growth of the state's economy as determined by law. No appropriation in excess of this limitation shall be made unless the General Assembly shall, by law containing no other subject matter, set forth the dollar amount and the rate by which the limit will be exceeded.

Any law requiring the expenditure of state funds shall be null and void unless, during the session in which the act receives final passage, an appropriation is made for the estimated first year's funding.

No law of general application shall impose increased expenditure requirements on cities or counties unless the General Assembly shall provide that the state share in the cost.

An accurate financial statement of the state's fiscal condition shall be published annually.

Section 25. No person who heretofore hath been, or may hereafter be, a collector or holder of public moneys, shall have a seat in either House of the General Assembly, or hold any other office under the

state government, until such person shall have accounted for, and paid into the Treasury, all sums for which he may be accountable or liable.

Section 26. No judge of any court of law or equity, secretary of state, attorney general, register, clerk of any Court of Record, or person holding any office under the authority of the United States, shall have a seat in the General Assembly; nor shall any person in this state hold more than one lucrative office at the same time; provided, that no appointment in the Militia, or to the Office of Justice of the Peace, shall be considered a lucrative office, or operative as a disqualification to a seat in either House of the General Assembly.

Section 27. Any member of either House of the General Assembly shall have liberty to dissent from and protest against, any act or resolve which he may think injurious to the public or to any individual, and to have the reasons for his dissent entered on the journals.

Section 28. In accordance with the following provisions, all property real, personal or mixed shall be subject to taxation, but the Legislature may except such as may be held by the state, by counties, cities or towns, and used exclusively for public or corporation purposes, and such as may be held and used for purposes purely religious, charitable, scientific, literary or educational, and shall except the direct product of the soil in the hands of the producer, and his immediate vendee, and the entire amount of money deposited in an individual's personal or family checking or savings accounts. For purposes of taxation, property shall be classified into three classes, to wit: Real property, tangible personal property and intangible personal property.

Real property shall be classified into four (4) subclassifications and assessed as follows:

- (a) Public utility property, to be assessed at fifty-five (55%) percent of its value;
- (b) industrial and commercial property, to be assessed at forty (40%) percent of its value
- (c) residential property, to be assessed at twenty five (25%) percent of its value; provided that residential property containing two (2) or more rental units is hereby defined as industrial and commercial property; and
- (d) farm property, to be assessed at twenty-five (25%) percent of its value. House trailers, mobile homes, and all other similar movable structures used for commercial, industrial, or residential purposes shall be assessed as real property as an improvement to the land where located.

The Legislature shall provide, in such a manner as it deems appropriate, tax relief to elderly, low-income taxpayers through payments by the state to reimburse all or part of the taxes paid by such persons on owner-occupied residential property, but such reimbursement shall not be an obligation imposed, directly or indirectly, upon counties, cities or towns.

The Legislature may provide tax relief to home owners totally and permanently disabled, irrespective of age, as provided herein for the elderly.

Tangible personal property shall be classified into three (3) subclassifications and assessed as follows:

- (a) Public utility property, to be assessed at fifty-five (55%) percent of its value;
- (b) industrial and commercial property, to be assessed at thirty (30%) percent of its value; and
- (c) all other tangible personal property, to be assessed at five (5%) percent of its value; provided, however, that the Legislature shall exempt seven thousand five hundred (\$7,500) dollars worth of such

tangible personal property which shall cover personal household goods and furnishings, wearing apparel and other such tangible property in the hands of a taxpayer.

The Legislature shall have power to classify intangible personal property into subclassifications and to establish a ratio of assessment to value in each class or subclass, and shall provide fair and equitable methods of apportionment of the value of same to this state for purposes of taxation. Banks, insurance companies, loan and investment companies, savings and loan associations, and all similar financial institutions, shall be assessed and taxed in such manner as the Legislature shall direct; provided that for the year 1973, or until such time as the Legislature may provide otherwise, the ratio of assessment to value of property presently taxed shall remain the same as provided by law for the year 1972; provided further that the taxes imposed upon such financial institutions, and paid by them, shall be in lieu of all taxes on the redeemable or cash value of all of their outstanding shares of capital stock, policies of insurance, customer savings and checking accounts, certificates of deposit, and certificates of investment, by whatever name called, including other intangible corporate property of such financial institutions.

The ratio of assessment to value of property in each class or subclass shall be equal and uniform throughout the state, the value and definition of property in each class or subclass to be ascertained in such manner as the Legislature shall direct. Each respective taxing authority shall apply the same tax rate to all property within its jurisdiction.

The Legislature shall have power to tax merchants, peddlers, and privileges, in such manner as they may from time to time direct, and the Legislature may levy a gross receipts tax on merchants and businesses in lieu of ad valorem taxes on the inventories of merchandise held by such merchants and businesses for sale or exchange. The portion of a merchant's capital used in the purchase of merchandise sold by him to nonresidents and sent beyond the state, shall not be taxed at a rate higher than the ad valorem tax on property. The Legislature shall have power to levy a tax upon incomes derived from stocks and bonds that are not taxed ad valorem.

This amendment shall take effect on the first day of January, 1973.

Section 29. The General Assembly shall have power to authorize the several counties and incorporated towns in this state, to impose taxes for county and corporation purposes respectively, in such manner as shall be prescribed by law; and all property shall be taxed according to its value, upon the principles established in regard to state taxation. But the credit of no county, city or town shall be given or loaned to or in aid of any person, company, association or corporation, except upon an election to be first held by the qualified voters of such county, city or town, and the assent of three-fourths of the votes cast at said election. Nor shall any county, city or town become a stockholder with others in any company, association or corporation except upon a like election, and the assent of a like majority. But the counties of Grainger, Hawkins, Hancock, Union, Campbell, Scott, Morgan, Grundy, Sumner, Smith, Fentress, Van Buren, and the new county herein authorized to be established out of fractions of Sumner, Macon and Smith Counties, White, Putnam, Overton, Jackson, Cumberland, Anderson, Henderson, Wayne, Coker, Coffee, Macon, Marshall, and Roane shall be excepted out of the provisions of this section so far that the assent of a majority of the qualified voters of either of said counties voting on the question shall be sufficient when the credit of such county is given or loaned to any person, association or corporation; provided, that the exception of the counties above named shall not be in force beyond the year one thousand eight hundred and eighty: and after that period they shall be subject to the three-fourths majority applicable to the other counties of the state.

Section 30. No article manufactured of the produce of this state, shall be taxed otherwise than to pay inspection fees.

Section 31. The credit of this state shall not be hereafter loaned or given to or in aid of any person, association, company, corporation or municipality; nor shall the state become the owner in whole or in part of any bank or a stockholder with others in any association, company, corporation or municipality.

Section 32. No convention or general assembly of this state shall act upon any amendment of the Constitution of the United States proposed by Congress to the several states; unless such convention or general assembly shall have been elected after such amendment is submitted.

Section 33. No bonds of the state shall be issued to any rail road company which at the time of its application for the same shall be in default in paying the interest upon the state bonds previously loaned to it or that shall hereafter and before such application sell or absolutely dispose of any state bonds loaned to it for less than par.

Article III - Executive Department

Section 1. The supreme executive power of this state shall be vested in a governor.

Section 2. The governor shall be chosen by the electors of the members of the General Assembly, at the time and places where they shall respectively vote for the members thereof. The returns of every election for governor shall be sealed up, and transmitted to the seat of government, by the returning officers, directed to the speaker of the Senate, who shall open and publish them in the presence of a majority of the members of each House of the General Assembly. The person having the highest number of votes shall be governor; but if two or more shall be equal and highest in votes, one of them shall be chosen governor by joint vote of both Houses of the General Assembly. Contested elections for governor shall be determined by both Houses of the General Assembly, in such manner as shall be prescribed by law.

Section 3. He shall be at least thirty years of age, shall be a citizen of the United States, and shall have been a citizen of this state seven years next before his election.

Section 4. The governor shall be elected to hold office for four years and until a successor is elected and qualified. A person may be eligible to succeed in office for additional four year terms, provided that no person presently serving or elected hereafter shall be eligible for election to more than two terms consecutively, including an election to a partial term.

One succeeding to the office vacated during the first eighteen calendar months of the term shall hold office until a successor is elected for the remainder of the term at the next election of members of the General Assembly and qualified pursuant to this Constitution. One succeeding to the office vacated after the first eighteen calendar months of the term shall continue to hold office for the remainder of the full term.

Section 5. He shall be commander-in-chief of the Army and Navy of this state, and of the Militia, except when they shall be called into the service of the United States. But the Militia shall not be called into service except in case of rebellion or invasion, and then only when the General Assembly shall declare, by law, that the public safety requires it.

Section 6. He shall have power to grant reprieves and pardons, after conviction, except in cases of impeachment.

Section 7. He shall, at stated times, receive a compensation for his services, which shall not be increased or diminished during the period for which he shall have been elected.

Section 8. He may require information in writing, from the officers in the executive department, upon any subject relating to the duties of their respective offices.

Section 9. He may, on extraordinary occasions, convene the General Assembly by proclamation, in which he shall state specifically the purposes for which they are to convene; but they shall enter on no legislative business except that for which they were specifically called together.

Section 10. He shall take care that the laws be faithfully executed.

Section 11. He shall, from time to time, give to the General Assembly information of the state of the government, and recommend for their consideration such measures as he shall judge expedient.

Section 12. In case of the removal of the governor from office, or of his death, or resignation, the powers and duties of the office shall devolve on the speaker of the Senate; and in case of the death, removal from office, or resignation of the speaker of the Senate, the powers and duties of the office shall devolve on the speaker of the House of Representatives.

Section 13. No member of Congress, or person holding any office under the United States, or this state, shall execute the office of governor.

Section 14. When any officer, the right of whose appointment is by this Constitution vested in the General Assembly, shall, during the recess, die, or the office, by the expiration of the term, or by other means, become vacant, the governor shall have the power to fill such vacancy by granting a temporary commission, which shall expire at the end of the next session of the Legislature.

Section 15. There shall be a seal of this state, which shall be kept by the governor, and used by him officially, and shall be called the Great Seal of the State of Tennessee.

Section 16. All grants and commissions shall be in the name and by the authority of the state of Tennessee, be sealed with the State Seal, and signed by the governor.

Section 17. A secretary of state shall be appointed by joint vote of the General Assembly, and commissioned during the term of four years; he shall keep a fair register of all the official acts and proceedings of the governor; and shall, when required lay the same, and all papers, minutes and vouchers relative thereto, before the General Assembly; and shall perform such other duties as shall be enjoined by law.

Section 18. Every bill which may pass both Houses of the General Assembly shall, before it becomes a law, be presented to the governor for his signature. If he approve, he shall sign it, and the same shall become a law; but if he refuse, to sign it, he shall return it with his objections thereto, in writing, to the house in which it originated; and said House shall cause said objections to be entered at large upon its journal, and proceed to reconsider the bill. If after such reconsideration, a majority of all the members elected to that House shall agree to pass the bill, notwithstanding the objections of the executive, it shall be sent, with said objections, to the other House, by which it shall be likewise reconsidered. If approved by a majority of the whole number elected to that House, it shall become a law. The votes of both Houses shall be determined by yeas and nays, and the names of all the members voting for or against the bill shall be entered upon the journals of their respective Houses.

If the governor shall fail to return any bill with his objections in writing within ten calendar days (Sundays excepted) after it shall have been presented to him, the same shall become a law without his signature. If the General Assembly by its adjournment prevents the return of any bill within said ten-day period, the bill shall become a law, unless disapproved by the governor and filed by him with his objections in writing in the office of the secretary of state within said ten-day period.

Every joint resolution or order (except on question of adjournment and proposals of specific amendments to the Constitution) shall likewise be presented to the governor for his signature, and on being disapproved by him shall in like manner, be returned with his objections; and the same before it shall take effect shall be repassed by a majority of all the members elected to both houses in the manner and according to the rules prescribed in case of a bill.

The governor may reduce or disapprove the sum of money appropriated by any one or more items or parts of items in any bill appropriating money, while approving other portions of the bill. The portions so approved shall become law, and the items or parts of items disapproved or reduced shall be void to the extent that they have been disapproved or reduced unless repassed as hereinafter provided. The governor, within ten calendar days (Sundays excepted) after the bill shall have been presented to him, shall report the items or parts of items disapproved or reduced with his objections in writing to the House in which the bill originated, or if the General Assembly shall have adjourned, to the office of the secretary of state. Any such items or parts of items so disapproved or reduced shall be restored to the bill in the original amount and become law if repassed by the General Assembly according to the rules and limitations prescribed for the passage of other bills over the executive veto.

Article IV - Elections

Section 1. Every person, being eighteen years of age, being a citizen of the United States, being a resident of the state for a period of time as prescribed by the General Assembly, and being duly registered in the county of residence for a period of time prior to the day of any election as prescribed by the General Assembly, shall be entitled to vote in all federal, state, and local elections held in the county or district in which such person resides. All such requirements shall be equal and uniform across the state, and there shall be no other qualification attached to the right of suffrage.

The General Assembly shall have power to enact laws requiring voters to vote in the election precincts in which they may reside, and laws to secure the freedom of elections and the purity of the ballot box.

All male citizens of this state shall be subject to the performance of military duty, as may be prescribed by law.

Section 2. Laws may be passed excluding from the right of suffrage persons who may be convicted of infamous crimes.

Section 3. Electors shall, in all cases, except treason, felony, or breach of the peace, be privileged from arrest or summons, during their attendance at elections and in going to and returning from them.

Section 4. In all elections to be made by the General Assembly, the members thereof shall vote viva voce, and their votes shall be entered on the journal. All other elections shall be by ballot.

Article V - Impeachments

Section 1. The House of Representatives shall have the sole power of impeachment.

Section 2. All impeachments shall be tried by the Senate. When sitting for that purpose the senators shall be upon oath or affirmation, and the chief justice of the Supreme Court, or if he be on trial, the senior associate judge, shall preside over them. No person shall be convicted without the concurrence of two-thirds of the senators sworn to try the officer impeached.

Section 3. The House of Representatives shall elect from their own body three members, whose duty it shall be to prosecute impeachments. No impeachment shall be tried until the Legislature shall have adjourned sine die, when the Senate shall proceed to try such impeachment.

Section 4. The governor, judges of the Supreme Court, judges of the inferior courts, chancellors, attorneys for the state, treasurer, comptroller, and secretary of state, shall be liable to impeachment, whenever they may, in the opinion of the House of Representatives, commit any crime in their official capacity which may require disqualification but judgment shall only extend to removal from office, and disqualification to fill any office thereafter. The party shall, nevertheless, be liable to indictment, trial, judgment and punishment according to law. The Legislature now has, and shall continue to have, power to relieve from the penalties imposed, any person disqualified from holding office by the judgment of a Court of Impeachment.

Section 5. Justices of the peace, and other civil officers not herein before mentioned, for crimes or misdemeanors in office, shall be liable to indictment in such courts as the Legislature may direct; and upon conviction, shall be removed from office by said court, as if found guilty on impeachment; and shall be subject to such other punishment as may be prescribed by law.

Article VI - Judicial Department

Section 1. The judicial power of this state shall be vested in one Supreme Court and in such Circuit, Chancery and other Inferior Courts as the Legislature shall from time to time, ordain and establish; in the judges thereof, and in justices of the peace. The Legislature may also vest such jurisdiction in Corporation Courts as may be deemed necessary. Courts to be holden by justices of the peace may also be established.

Section 2. The Supreme Court shall consist of five judges, of whom not more than two shall reside in any one of the grand divisions of the state. The judges shall designate one of their own number who shall preside as chief justice. The concurrence of three of the judges shall in every case be necessary to a decision. The jurisdiction of this court shall be appellate only, under such restrictions and regulations as may from time to time be prescribed by law; but it may possess such other jurisdiction as is now conferred by law on the present Supreme Court. Said court shall be held at Knoxville, Nashville and Jackson.

Section 3. The judges of the Supreme Court shall be elected by the qualified voters of the state. The Legislature shall have power to prescribe such rules as may be necessary to carry out the provisions of section two of this article. Every judge of the Supreme Court shall be thirty-five years of age, and shall before his election have been a resident of the state for five years. His term of service shall be eight years.

Section 4. The Judges of the Circuit and Chancery Courts, and of other Inferior Courts, shall be elected by the qualified voters of the district or circuit to which they are to be assigned. Every judge of such courts shall be thirty years of age, and shall before his election, have been a resident of the state for five years, and of the circuit or district one year. His term of service shall be eight years.

Section 5. An attorney general and reporter for the state, shall be appointed by the judges of the Supreme Court and shall hold his office for a term of eight years. An attorney for the state for any circuit or district, for which a judge having criminal jurisdiction shall be provided by law, shall be elected by the qualified voters of such circuit or district, and shall hold his office for a term of eight years, and shall have been a resident of the state five years, and of the circuit or district one year. In all cases where the attorney for any district fails or refuses to attend and prosecute according to law, the court shall have power to appoint an attorney pro tempore.

Section 6. Judges and attorneys for the state may be removed from office by a concurrent vote of both Houses of the General Assembly, each House voting separately; but two-thirds of the members to which each House may be entitled must concur in such vote. The vote shall be determined by ayes and noes, and the names of the members voting for or against the judge or attorney for the state together with the cause or causes of removal, shall be entered on the journals of each House respectively. The judge or attorney for the state, against whom the Legislature may be about to proceed, shall receive notice thereof accompanied with a copy of the causes alleged for his removal, at least ten days before the day on which either House of the General Assembly shall act thereupon.

Section 7. The judges of the Supreme or Inferior Courts, shall, at stated times, receive a compensation for their services, to be ascertained by law, which shall not be increased or diminished during the time for which they are elected. They shall not be allowed any fees or perquisites of office nor hold any other office of trust or profit under this state or the United States.

Section 8. The jurisdiction of the Circuit, Chancery and other Inferior Courts, shall be as now established by law, until changed by the Legislature.

Section 9. The judges shall not charge juries with respect to matters of fact, but may state the testimony and declare the law.

Section 10. The judges or justices of the Inferior Courts of Law and Equity, shall have power in all civil cases, to issue writs of certiorari to remove any cause or the transcript of the record thereof, from any inferior jurisdiction, into such court of law, on sufficient cause, supported by oath or affirmation.

Section 11. No judge of the Supreme or Inferior Courts shall preside on the trial of any cause in the event of which he may be interested, or where either of the parties shall be connected with him by affinity or consanguinity, within such degrees as may be prescribed by law, or in which he may have been of counsel, or in which he may have presided in any Inferior Court, except by consent of all the parties. In case all or any of the judges of the Supreme Court shall thus be disqualified from presiding on the trial of any cause or causes, the court or the judges thereof, shall certify the same to the governor of the state, and he shall forthwith specially commission the requisite number of men, of law knowledge, for the trial and determination thereof. The Legislature may by general laws make provision that special judges may be appointed, to hold any courts the judge of which shall be unable or fail to attend or sit; or to hear any cause in which the judge may be incompetent.

Section 12. All writs and other process shall run in the name of the state of Tennessee and bear test and be signed by the respective clerks. Indictments shall conclude, "against the peace and dignity of the state."

Section 13. Judges of the Supreme Court shall appoint their clerks who shall hold their offices for six years. Chancellors shall appoint their clerks and masters, who shall hold their offices for six years. Clerks of the Inferior Courts holden in the respective counties or districts, shall be elected by the qualified voters thereof for the term of four years. Any clerk may be removed from office for malfeasance, incompetency or neglect of duty, in such manner as may be prescribed by law.

Section 14. No fine shall be laid on any citizen of this state that shall exceed fifty dollars, unless it shall be assessed by a jury of his peers, who shall assess the fine at the time they find the fact, if they think the fine should be more than fifty dollars.

Article VII - State and County Officers

Section 1. The qualified voters of each county shall elect for terms of four years a legislative body, a county executive, a sheriff, a trustee, a register, a county clerk and an assessor of property. Their qualifications and duties shall be prescribed by the General Assembly. Any officer shall be removed from malfeasance or neglect of duty as prescribed by the General Assembly.

The legislative body shall be composed of representatives from districts in the county as drawn by the county legislative body pursuant to statutes enacted by the General Assembly. Districts shall be reapportioned at least every ten years based upon the most recent federal census. The legislative body shall not exceed twenty-five members, and no more than three representatives shall be elected from a district. Any county organized under the consolidated government provisions of Article XI, Section 9, of this Constitution shall be exempt from having a county executive and a county legislative body as described in this paragraph.

The General Assembly may provide alternate forms of county government including the right to charter and the manner by which a referendum may be called. The new form of government shall replace the existing form if approved by a majority of the voters in the referendum.

No officeholder's current term shall be diminished by the ratification of this article.

Section 2. Vacancies in county offices shall be filled by the county legislative body, and any person so appointed shall serve until a successor is elected at the next election occurring after the vacancy is qualified.

Section 3. There shall be a treasurer or treasurers and a comptroller of the treasury appointed for the state, by the joint vote of both Houses of the General Assembly, who shall hold their offices for two years.

Section 4. The election of officers, and the filling of all vacancies not otherwise directed or provided by this Constitution, shall be made in such manner as the Legislature shall direct.

Section 5. Elections for judicial and other civil officers shall be held on the first Thursday in August, one thousand eight hundred and seventy, and forever thereafter on the first Thursday in August next preceding the expiration of their respective terms of service. The term of each officer so elected shall be computed from the first day of September next succeeding his election. The term of office of the governor and other executive officers shall be computed from the fifteenth of January next after the election of the governor. No appointment or election to fill a vacancy shall be made for a period extending beyond the unexpired term. Every officer shall hold his office until his successor is elected or appointed, and qualified. No special election shall be held to fill a vacancy in the office of judge or district attorney, but at the time herein fixed for the biennial election of civil officers, and such vacancy shall be filled at the next biennial election recurring more than thirty days after the vacancy occurs.

Article VIII - Militia

Section 1. All militia officers shall be elected by persons subject to military duty, within the bounds of their several companies, battalions, regiments, brigades and divisions, under such rules and regulations as the Legislature may from time to time direct and establish.

Section 2. The governor shall appoint the adjutant-general and his other staff officers; the major generals, brigadier-generals, and commanding officers of regiments, shall respectively appoint their staff officers.

Section 3. The Legislature shall pass laws exempting citizens belonging to any sect or denomination of religion, the tenets of which are known to be opposed to the bearing of arms, from attending private and general musters.

Article IX - Disqualifications

Section 1. Whereas ministers of the Gospel are by their profession, dedicated to God and the care of souls, and ought not to be diverted from the great duties of their functions; therefore, no minister of the Gospel, or priest of any denomination whatever, shall be eligible to a seat in either House of the Legislature.

Section 2. No person who denies the being of God, or a future state of rewards and punishments, shall hold any office in the civil department of this state.

Section 3. Any person who shall, after the adoption of this Constitution, fight a duel, or knowingly be the bearer of a challenge to fight a duel, or send or accept a challenge for that purpose, or be an aider or abettor in fighting a duel, shall be deprived of the right to hold any office of honor or profit in this state, and shall be punished otherwise, in such manner as the Legislature may prescribe.

Article X - Oaths, Bribery of Electors, New Counties

Section 1. Every person who shall be chosen or appointed to any office of trust or profit under this Constitution, or any law made in pursuance thereof, shall, before entering on the duties thereof, take an oath to support the Constitution of this state, and of the United States, and an oath of office.

Section 2. Each member of the Senate and House of Representatives, shall before they proceed to business take an oath or affirmation to support the Constitution of this state, and of the United States and also the following oath: I _____do solemnly swear (or affirm) that as a member of this General Assembly, I will, in all appointments, vote without favor, affection, partiality, or prejudice; and that I will not propose or assent to any bill, vote or resolution, which shall appear to me injurious to the people, or consent to any act or thing, whatever, that shall have a tendency to lessen or abridge their rights and privileges, as declared by the Constitution of this state.

Section 3. Any elector who shall receive any gift or reward for his vote, in meat, drink, money or otherwise, shall suffer such punishment as the laws shall direct. And any person who shall directly or indirectly give, promise or bestow any such reward to be elected, shall thereby be rendered incapable, for six years, to serve in the office for which he was elected, and be subject to such further punishment as the Legislature shall direct.

Section 4. New Counties may be established by the Legislature to consist of not less than two hundred and seventy five square miles, and which shall contain a population of seven hundred qualified voters; no line of such county shall approach the court house of any old county from which it may be taken nearer than eleven miles, nor shall such old county be reduced to less than five hundred square miles. But the following exceptions are made to the foregoing provisions viz: New counties may be established by the present or any succeeding Legislature out of the following territory to wit: Out of that portion of Obion County which lies west of the low water mark of Reel Foot Lake: Out of fractions of Sumner, Macon and Smith Counties; but no line of such new county shall approach the court house of Sumner or of Smith Counties nearer than ten miles, nor include any part of Macon County lying within nine and a half miles of the court house of said County nor shall more than twenty square miles of

Macon County nor any part of Sumner County lying due west of the western boundary of Macon County, be taken in the formation of said new county: Out of fractions of Grainger and Jefferson Counties but no line of such new county shall include any part of Grainger County north of the Holston River; nor shall any line thereof approach the court house of Jefferson County nearer than eleven miles. Such new county may include any other territory which is not excluded by any general provision of this Constitution: Out of fractions of Jackson and Overton Counties but no line of such new county shall approach the court house of Jackson or Overton Counties nearer than ten miles, nor shall such county contain less than four hundred qualified voters, nor shall the area of either of the old counties be reduced below four hundred and fifty square miles: Out of fractions of Roane, Monroe, and Blount Counties, around the town of Loudon; but no line of such new county shall ever approach the towns of Maryville, Kingston, or Madisonville, nearer than eleven miles, except that on the south side of the Tennessee River, said lines may approach as near as ten miles to the court house of Roane County.

The counties of Lewis, Cheatham, and Sequatchie, as now established by Legislative enactments are hereby declared to be constitutional counties. No part of Bledsoe County shall be taken to form a new county or a part thereof or be attached to any adjoining county. That portion of Marion County included within the following boundaries, beginning on the Grundy and Marion County line at the Nickajack trace and running about six hundred yards west of Ben Poseys, to where the Tennessee Coal Rail Road crosses the line, running thence southeast through the Pocket near William Summers crossing the Battle Creek Gulf at the corner of Thomas Wootons field, thence running across the Little Gizzard Gulf at Raven Point, thence in a direct line to the bridge crossing the Big Fiery Gizzard, thence in a direct line to the mouth of Holy Water Creek, thence up said Creek to the Grundy County line, and thence with said line to the beginning; is hereby detached from Marion County, and attached to the county of Grundy. No part of a county shall be taken off to form a new county or a part thereof without the consent of two-thirds of the qualified voters in such part taken off; and where an old county is reduced for the purpose of forming a new one, the seat of justice in said old county shall not be removed without the concurrence of two-thirds in both branches of the Legislature, nor shall the seat of justice of any county be removed without the concurrence of two-thirds of the qualified voters of the county. But the foregoing provision requiring a two-thirds majority of the voters of a county to remove its county seat shall not apply to the counties of Obion and Cocke. The fractions taken from old counties to form new counties or taken from one county and added to another shall continue liable for their pro rata of all debts contracted by their respective counties prior to the separation, and be entitled to their proportion of any stocks or credits belonging to such old counties.

Section 5. The citizens who may be included in any new county shall vote with the county or counties from which they may have been stricken off, for members of Congress, for governor and for members of the General Assembly until the next apportionment of members to the General Assembly after the establishment of such new county.

Article XI - Miscellaneous Provisions

Section 1. All laws and ordinances now in force and use in this state, not in consistent with this Constitution, shall continue in force and use until they shall expire, be altered or repealed by the Legislature; but ordinances contained in any former Constitution or schedule thereto are hereby abrogated.

Section 2. Nothing contained in this Constitution shall impair the validity of any debts or contracts, or affect any rights of property or any suits, actions, rights of action or other proceedings in Courts of Justice.

Section 3. Any amendment or amendments to this Constitution may be proposed in the Senate or House of Representatives, and if the same shall be agreed to by a majority of all the members elected

to each of the two houses, such proposed amendment or amendments shall be entered on their journals with the yeas and nays thereon, and referred to the General Assembly then next to be chosen; and shall be published six months previous to the time of making such choice; and if in the General Assembly then next chosen as aforesaid, such proposed amendment or amendments shall be agreed to by two-thirds of all the members elected to each house, then it shall be the duty of the General Assembly to submit such proposed amendment or amendments to the people at the next general election in which a governor is to be chosen. And if the people shall approve and ratify such amendment or amendments by a majority of all the citizens of the state voting for governor, voting in their favor, such amendment or amendments shall become a part of this Constitution. When any amendment or amendments to the Constitution shall be proposed in pursuance of the foregoing provisions the same shall at each of said sessions be read three times on three several days in each house.

The Legislature shall have the right by law to submit to the people, at any general election, the question of calling a convention to alter, reform, or abolish this Constitution, or to alter, reform or abolish any specified part or parts of it; and when, upon such submission, a majority of all the voters voting upon the proposal submitted shall approve the proposal to call a convention, the delegates to such convention shall be chosen at the next general election and the convention shall assemble for the consideration of such proposals as shall have received a favorable vote in said election, in such mode and manner as shall be prescribed. No change in, or amendment to, this Constitution proposed by such convention shall become effective, unless within the limitations of the call of the convention, and unless approved and ratified by a majority of the qualified voters voting separately on such change or amendment at an election to be held in such manner and on such date as may be fixed by the convention. No such convention shall be held oftener than once in six years.

Section 4. The Legislature shall have no power to grant divorces; but may authorize the Courts of Justice to grant them for such causes as may be specified by law; but such laws shall be general and uniform in their operation throughout the state.

Section 5. The legislature shall have no power to authorize lotteries for any purpose, and shall pass laws to prohibit the sale of lottery tickets in this state, except that the legislature may authorize a state lottery if the net proceeds of the lottery's revenues are allocated to provide financial assistance to citizens of this state to enable such citizens to attend post-secondary educational institutions located within this state. The excess after such allocations from such net proceeds from the lottery would be appropriated to:

- (1) Capital outlay projects for K-12 educational facilities; and
- (2) Early learning programs and after school programs.

Such appropriation of funds to support improvements and enhancements for educational programs and purposes and such net proceeds shall be used to supplement, not supplant, non-lottery educational resources for educational programs and purposes.

All other forms of lottery not authorized herein are expressly prohibited unless authorized by a two-thirds vote of all members elected to each house of the general assembly for an annual event operated for the benefit of a 501(c)(3) organization located in this state, as defined by the 2000 United States Tax Code or as may be amended from time to time.

A state lottery means a lottery of the type such as in operation in Georgia, Kentucky and Virginia in 2000, and the amendment to Article XI, Section 5 of the Constitution of the State of Tennessee provided for herein does not authorize games of chance associated with casinos, including, but not limited to, slot machines, roulette wheels, and the like.

The state lottery authorized in this section shall be implemented and administered uniformly throughout the state in such manner as the legislature, by general law, deems appropriate.

Section 6. The Legislature shall have no power to change the names of persons, or to pass acts adopting or legitimatizing persons, but shall, by general laws, confer this power on the courts.

Section 7. The General Assembly shall define and regulate interest, and set maximum effective rates thereof.

If no applicable statute is hereafter enacted, the effective rate of interest collected shall not exceed ten (10%) percent per annum.

All provisions of existing statutes regulating rates of interest and other charges on loans shall remain in full force and effect until July 1, 1980, unless earlier amended or repealed.

Section 8. The Legislature shall have no power to suspend any general law for the benefit of any particular individual, nor to pass any law for the benefit of individuals inconsistent with the general laws of the land; nor to pass any law granting to any individual or individuals, rights, privileges, immunities [immunities], or exemptions other than such as may be, by the same law extended to any member of the community, who may be able to bring himself within the provisions of such law. No corporation shall be created or its powers increased or diminished by special laws but the General Assembly shall provide by general laws for the organization of all corporations, hereafter created, which laws may, at any time, be altered or repealed, and no such alteration or repeal shall interfere with or divest rights which have become vested.

Section 9. The Legislature shall have the right to vest such powers in the Courts of Justice, with regard to private and local affairs, as may be expedient.

The General Assembly shall have no power to pass a special, local or private act having the effect of removing the incumbent from any municipal or county office or abridging the term or altering the salary prior to the end of the term for which such public officer was selected, and any act of the General Assembly private or local in form or effect applicable to a particular county or municipality either in its governmental or its proprietary capacity shall be void and of no effect unless the act by its terms either requires the approval of a two-thirds vote of the local legislative body of the municipality or county, or requires approval in an election by a majority of those voting in said election in the municipality or county affected.

Any municipality may by ordinance submit to its qualified voters in a general or special election the question: "Shall this municipality adopt home rule?"

In the event of an affirmative vote by a majority of the qualified voters voting thereon, and until the repeal thereof by the same procedure, such municipality shall be a home rule municipality, and the General Assembly shall act with respect to such home rule municipality only by laws which are general in terms and effect.

Any municipality after adopting home rule may continue to operate under its existing charter, or amend the same, or adopt and thereafter amend a new charter to provide for its governmental and proprietary powers, duties and functions, and for the form, structure, personnel and organization of its government, provided that no charter provision except with respect to compensation of municipal personnel shall be effective if inconsistent with any general act of the General Assembly and provided further that the power of taxation of such municipality shall not be enlarged or increased except by general act of the General Assembly. The General Assembly shall by general law provide the exclusive methods by which municipalities may be created, merged, consolidated and dissolved and by which municipal boundaries may be altered.

A charter or amendment may be proposed by ordinance of any home rule municipality, by a charter commission provided for by act of the General Assembly and elected by the qualified voters of a home rule municipality voting thereon or, in the absence of such act of the General Assembly, by a charter commission of seven (7) members, chosen at large not more often than once in two (2) years, in a municipal election pursuant to petition for such election signed by qualified voters of a home rule

municipality not less in number than ten (10%) percent of those voting in the then most recent general municipal election.

It shall be the duty of the legislative body of such municipality to publish any proposal so made and to submit the same to its qualified voters at the first general state election which shall be held at least sixty (60) days after such publication and such proposal shall become effective sixty (60) days after approval by a majority of the qualified voters voting thereon.

The General Assembly shall not authorize any municipality to tax incomes, estates, or inheritances, or to impose any other tax not authorized by Sections 28 or 29 of Article II of this Constitution. Nothing herein shall be construed as invalidating the provisions of any municipal charter in existence at the time of the adoption of this amendment.

The General Assembly may provide for the consolidation of any or all of the governmental and corporate functions now or hereafter vested in municipal corporations with the governmental and corporate functions now or hereafter vested in the counties in which such municipal corporations are located; provided, such consolidations shall not become effective until submitted to the qualified voters residing within the municipal corporation and in the county outside thereof, and approved by a majority of those voting within the municipal corporation and by a majority of those voting in the county outside the municipal corporation.

Section 10. A well regulated system of internal improvement is calculated to develop, the resources of the state, and promote the happiness and prosperity of her citizens, therefore it ought to be encouraged by the General Assembly.

Section 11. There shall be a homestead exemption from execution in an amount of five thousand dollars or such greater amount as the General Assembly may establish. The General Assembly shall also establish personal property exemptions. The definition and application of the homestead and personal property exemptions and the manner in which they may be waived shall be as prescribed by law.

Section 12. The state of Tennessee recognizes the inherent value of education and encourages its support. The General Assembly shall provide for the maintenance, support and eligibility standards of a system of free public schools. The General Assembly may establish and support such post-secondary educational institutions, including public institutions of higher learning, as it determines.

Section 13. The General Assembly shall have power to enact laws for the protection and preservation of game and fish, within the state, and such laws may be enacted for and applied and enforced in particular counties or geographical districts, designated by the General Assembly.

Section 14. [Repealed.]

Section 15. No person shall in time of peace be required to perform any service to the public on any day set apart by his religion as a day of rest.

Section 16. The declaration of rights hereto prefixed is declared to be a part of the Constitution of the state, and shall never be violated on any pretense whatever. And to guard against transgression of the high powers we have delegated, we declare that everything in the bill of rights contained, is excepted out of the general powers of the government, and shall forever remain inviolate.

Section 17. No county office created by the Legislature shall be filled otherwise than by the people or the County Court.

Section 18. The historical institution and legal contract solemnizing the relationship of one (1) man and (1) woman shall be the only legally recognized marital contract in this state. Any policy of law or judicial interpretation, purporting to define marriage as anything other than the historical institution and legal contract between one (1) man and one (1) woman, is contrary to the public policy of this state and shall be void and unenforceable in Tennessee. If another state or foreign jurisdiction issues a license for persons to marry and if such marriage is prohibited in this state by the provisions of this section, then the marriage shall be void and unenforceable in this state.

Schedule

Section 1. That no inconvenience may arise from a change of the Constitution, it is declared that the governor of the state, the members of the General Assembly and all officers elected at or after the general election of March one thousand eight hundred and seventy, shall hold their offices for the terms prescribed in this Constitution.

Officers appointed by the courts shall be filled by appointment, to be made and to take effect during the first term of the court held by judges elected under this Constitution.

All other officers shall vacate their places thirty days after the day fixed for the election of their successors under this Constitution.

The secretary of state, comptroller and treasurer shall hold their offices until the first session of the present General Assembly occurring after the ratification of this Constitution and until their successors are elected and qualified.

The officers then elected shall hold their offices until the fifteenth day of January one thousand eight hundred and seventy three.

Section 2. At the first election of judges under this Constitution there shall be elected six judges of the Supreme Court, two from each grand division of the state, who shall hold their offices for the term herein prescribed.

In the event any vacancy shall occur in the office of either of said judges at any time after the first day of January one thousand eight hundred seventy three; it shall remain unfilled and the court shall from that time be constituted of five judges. While the court shall consist of six judges they may sit in two sections, and may hear and determine causes in each at the same time, but not in different grand divisions at the same time.

When so sitting the concurrence of two judges shall be necessary to a decision. The attorney general and reporter for the state shall be appointed after the election and qualification of the judges of the Supreme Court herein provided for.

Section 3. Every judge and every officer of the executive department of this state, and every sheriff holding over under this Constitution, shall, within twenty days after the ratification of this Constitution is proclaimed, take an oath to support the same, and the failure of any officer to take such oath shall vacate his office.

Section 4. The time which has elapsed from the sixth day of May one thousand eight hundred and sixty one until the first day of January one thousand eight hundred and sixty seven shall not be computed, in any cases affected by the statutes of limitation, nor shall any writ of error be affected by such lapse of time.



DIRECTORY LISTINGS



Governor's Office
Staff Directory

GOVERNOR'S OFFICE (First Floor, State Capitol)

Bill Haslam, Governor 741-2001
Janet McGaha, Executive Assistant to the Governor
Mark Cate, Chief of Staff
Hannah Parker, Deputy Director for Operations
Vanessa Hatcher, Administrative Assistant
Lindsay Bales, Administrative Assistant
Emily Mitchell, Administrative Assistant

DEPUTY to the GOVERNOR (First Floor, State Capitol)

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Biz Homik, Assistant to the Deputy Governor

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Ashleigh Harb, Deputy Counsel to the Governor
John Rader, Assistant Deputy Counsel to the Governor
Sheila Sage, Legal Assistant

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Will Cromer, Director of Policy and Research 253-7726
Beth Tipps, Deputy Director of Policy and Research
Jayme Place, Policy Analyst
Christin Sullivan, Policy Analyst
Alexia Poe, Director of Communications
Mike Morrow, Communications Manager
Dave Smith, Press Secretary
Michelle Houston, Communications Assistant
John Chobanian, Director of New Media and Digital Strategy
Cindy Gore, Administrative Assistant for Policy and Communication

CONSTITUENT SERVICES: (G-9)

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Don Johnson, Assistant Director for Constituent Service
Melissa Proctor, Assistant for Constituent Services
McCauley Gatliff, Assistant for Constituent Services
Brian McCormack, Assistant for Boards and Commissions

LEGISLATION: (G-10)

Leslie Hafner, Director for Legislation 253-6894
Jeal Atwood, Administrative Assistant for Legislation
Warren Wells, Deputy for Legislation
Luke Ashley, Legislative Liaison
Katie Argo, Legislative Liaison
Sammie Arnold, Legislative Liaison

SCHEDULING: (G-4)

Jenny Hammick, Assistant Scheduler 741-6237

ADMINISTRATION: (G-10)

Daphne Cooper, Assistant for Administration 532-4582

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Crissy Haslam, First Lady 741-7846
Christi Gibbs, Chief of Staff to the First Lady
Rachel Lundeen, Special Assistant to the First Lady
Liz McEwen, Executive Assistant to the First Lady
Amanda Kerns, Public Information Officer

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EXECUTIVE RESIDENCE

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Book's From Birth Foundation 615-532-6251 -office 615-253-1420 –FAX	President: Theresea Carl Contact: Laura Baum	27 th Floor, William R. Snodgrass TN Tower 312 Rosa L Parks Ave. Nashville, TN 37243
Children's Services 615-741-7250-office 615-532-8079-FAX	Commissioner: Kathryn O'Day Contact: Jeannie Vogel	7th Floor Cordell Hull Bldg. 436 Sixth Avenue North Nashville, TN 37243-1290
Commerce and Insurance 615-741-6007-office 615-532-6934-FAX	Commissioner: Julie Mix McPeak Contact: Denise Lewis	12 th Floor, Davy Crockett Tower 500 James Robertson Pkwy. Nashville, TN 37243-0565
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Education 615-741-5158-office 615-532-4791-FAX	Commissioner: Kevin huffman Deputy Comm: Kathleen Airhart	6th Floor, Andrew Johnson Tower 710 James Robertson Pkwy. Nashville, TN 37243
Environment and Conservation 615-532-0106-office 615-532-0120-FAX	Commissioner: Robert J. Martineau Jr. Contact: Beth Smith	1st Floor, L & C Annex 401 Church Street Nashville, TN 37243-0435
Film, Entertainment & Music 615-741-3456-office 615-741-5554-FAX	Executive Director: Bob Raines	10th Floor Wm Snodgrass Bldg 312 Rosa L. Parks Ave. Nashville, TN 37243
Finance and Administration 615-741-2401-office 615-741-9872-FAX	Commissioner: Mark Emkes Deputy Comm: Mike Morrow Contact: Kimberly Birdwell	1st Floor, State Capitol Nashville, TN 37243-0285
Financial Institutions 615-532-1010-office 615-253-6306 FAX	Commissioner: Greg Gonzales Contact: Neil MacDonald	Bank of America Bldg. 414 Union Street, Suite 1000 Nashville, TN 37219
General Services 615-741-9263-office 615-532-8594-FAX	Commisioner: Steven G. Cates Deputy Comm: Thomas W. Chester Contact: Kaleigh Black	24 th Floor, Wm. Snodgrass Tower 312 Rosa Parks Ave. N. Nashville, TN 37243-0530

Health 615-741-9409-office 615-741-9879-FAX	Commissioner: John J. Dreyzehner Deputy Comm: Bruce Behringer Deputy Comm: Eugene Neubert Contact: Tammy Stanton	3rd Floor, Cordell Hull Bldg. 425 Fifth Ave. North Nashville, TN 37243
Human Resources 615-532-7920-office 615-741-7880-FAX	Commissioner: Rebecca Hunter Contact: Felicia Whitle	1 st Floor, James K. Polk Building 505 Deaderick Street Nashville, TN 37243
Human Services 615-313-4700-office 615-741-4165-FAX	Commissioner: Raquel Hatter Deputy Comm: Shalonda Cawthon Contact: Sandy Troope	15 th , Floor Citizens Plaza Bldg 400 Deadrick Street Nashville, TN 37243-0001
Intellectual Disabilities Services 615-532-6533 –office 615-253-4089 -FAX	Commissioner: James M. Henry Contact: Felicia Thompson	Andrew Jackson Bldg 500 Deaderick Street Nashville, TN 37243
TN Bureau of Investigation 615-744-4100 -office 615-744-4599 -FAX	Director: Mark Gwyn Contact: Melany Martin	901 R.S. Gass Boulevard Nashville, TN 37216-2639
Labor & Workforce Development 615-741-6642-office 615-253-8903-FAX	Interim Commissioner: Burns Phillips Deputy Comm: Dustin Swayne Contact: Margaret Manier	220 French Landing Dr. Nashville, TN 37243
Mental Health 615-532-6503-office 615-532-6514-FAX	Commissioner: Doug Varney Deputy Comm: Marie Williams Contact: Alex King	11 th Floor, Andrew Jackson Tower 710 James Robertson Pkwy Nashville, TN 37243
Military 615-313-3001-office 615-313-3100-FAX	Adjutant General: Terry M. “Max” Haston Contact: Amy Roach AAG: Don Johnson, (Air Force), AAG: Robert Harns, (Army)	P.O. Box 41502 Houston Barracks Nashville, TN 37204
Revenue 615-741-2461-office 615-532-2285-FAX	Commissioner: Richard H. Roberts Contact: Nichole (Nicky) Wilson	Andrew Jackson Bldg. Suite 1200 500 Deaderick Street Nashville, TN 37242-1099
Safety & Homeland Security 615-251-5128-office 615-253-2091-FAX	Commissioner: Bill Gibbons Deputy Comm: Larry Godwin Contact: Doris Davis	23 rd Floor, Wm Snodgrass Tower 312 Rosa L. Parks Avenue Nashville, TN 37243
State Policy and Planning 615-253-7726-office 615-741-1416-FAX	Director of Policy: Will Cromer	State Capitol, G-12 Nashville, Tn. 37243
TennCare 615-507-6443-office 615-253-5607-FAX	Deputy Comm.: Darin Gordon Contact: Lacey Buttitta	310 Great Circle Rd. Nashville, TN 37247
Tourist Development 615-741-9001-office 615-532-0477-FAX	Commissioner: Susan H. Whitaker Contact: Laura Crawford	25 th Floor, Wm. Snodgrass Tower 312 Rosa L. Parks Avenue Nashville, TN 37243

Transportation
615-741-2848-office
615-741-2508-FAX

Commissioner: John Schroer
Contact: Angie Martin

James K. Polk Bldg., Suite 700
505 Deaderick Street
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615-741-5056-FAX

Commissioner: Many-Bears Grinder
Contact: Carolyn Waugh

13th Floor, Wm. Snodgrass Tower
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Ellington Agricultural Center
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Nashville, TN 37204

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Executive Asst. for Public Affairs	Tom Womack	837-5118 (Office) 672-2524 (Home) 419-8636 (Cell)	837-5333
Deputy Commissioner	Jai Templeton	837-5103	837-5333
Admin. Asst.	Joyce Jackson	837-5103	837-5333
Asst. Commissioner/ Admin. and Grants	Larry Maxwell	837-5111	837-5060
Director of Human Resources	Liz Sneed	837-5115	837-5060
Asst. Commissioner/ Market Development	Joe Gaines	837-5160	837-5194
Asst. Commissioner/ Regulatory Services	Jimmy Hopper	837-5150	837-5335
Asst. Commissioner/ State Forester	Vacant	837-5411	837-5003
Assistant Commissioner/ Policy and Legislation	Carol Coley McDonald	837-5172 585-9517 (Cell)	837-5092
General Counsel	Theresa Denton	837-5280	837-5011
Asst. Director of Public Affairs	Heather Orne	837-5206 (Office) 477-6196 (Home)	837-5333

GOVERNOR'S BOOKS FROM BIRTH FOUNDATION
27th Floor William R. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243

	Name	Phone	FAX
President	Theresa Carl	532-6251	253-1420
Vice President	Dean Hoskins	253-6036	253-1420
Communications Director	Kirk Graves	532-9020	253-1420
Administrative Assistant	Laura Baum	532-2836	253-1420

DEPARTMENT OF CHILDREN'S SERVICES
436 Sixth Avenue North
7th Floor, Cordell Hull Bldg.
Nashville, TN 37243-1290

	Name	Phone	FAX
Commissioner	James M. Henry	741-9699	532-8079
Exec.Admin. Assistant to the Commissioner	Jeannie Vogel	741-9164	532-8079
Chief Information Officer	Lee Gregory	532-2455	532-9411
Deputy Commissioner/ Child Safety	Scott Modell, Ph.D.	253-5688	532-8079
Deputy Commissioner/ Division of Juvenile Justice	Albert Dawson	741-8303	253-1717
Deputy Commissioner/ Child Programs	Bonnie Hommrich	532-3591	532-6495
Deputy Commissioner/ Child Health	Tom Cheetham, MD	253-6711	
Director of Communications	Mary Sudderth	532-5645	253-5596
General Counsel	Douglas Dimond	741-7236	532-2348
Deputy General Counsel	Elizabeth Driver	741-9183	532-2348
Inspector General	Kim Wright	532-5554	532-8079
Director, Internal Audit	Rick Osgood	253-0063	253-2394
Exec. Director, Office of Performance and Quality Improvement	Alan Hall	532-3440	741-6177
Exec. Director, Child Safety	Carla Aaron	741-8278	
Exec. Director, Office of Human Resources	Dezanne Russell	741-7265	532-3586
Assistant Commissioner Finance & Budget	Doug Swisher	741-8281	

Exec. Director of Child Permanency	Sandra Wilson	253- 4359	253-4717
Assistant Commissioner, Quality Control	Debbie Miller	741-9206	532-6495
Exec. Director, Network Development	Susan Mitchell	741-8560	741-7322
Office of Legislative and Constituent Services	Tammy Feldman	532-3111	532-2348
Legislative Liaison	Valerie Yancey	532-4081	532-2348
Public Information Manager	Brandon Gee	532-5540 (Office) 584-6510 (Cell)	253-5596

DEPARTMENT OF COMMERCE & INSURANCE
500 James Robertson Parkway
Nashville, TN 37243

	Name	Phone	FAX
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Deputy Commissioner	Steve Majchrzak	741-6007	532-6934
Assistant to the Commissioner	Denise Lewis	741-6007	532-6934
Assistant Commissioner for Regulatory Boards	Bill Giannini	741-3449	741-6470
Assistant Commissioner for Insurance	Larry Knight	741-2176	741-9006
Assistant Commissioner for Fire Prevention	Gary West	741-2981	741-1583
Assistant Commissioner for Securities	Daphne Smith	741-2947	532-8375
Assistant Commissioner for TennCare Oversight	Lisa Jordan	741-2677	532-8872
Director for Consumer Affairs	Gary Cordell	741-4737	532-4994
Communications Director	Christopher Garrett	741-8589 (Office) 202-9174 (Cell)	532-6934
Director for TN Emergency Comm.	Lynn Questell	253-2164	253-2180
Director, Fire and Codes Academy	Roger Hawks	931-294-4111	931-294-4121
Director of TN Law Enforcement Training Academy	Brian Grisham	741-4448	741-3366
Director of Internal Audit	John Williams	741-6007	253-8708
General Counsel	Nancy Jones	741-9275	741-4000

Director of Bomb & Arson Section	Mike Dalton	741-3030	741-1217
Communications Officer	Vacant	253-8941	532-6934
Legislative Liaison	Denise Lawrence	741-6007	532-6934
Legislative Liaison	Charles Schneider	741-6007	532-6934

DEPARTMENT OF CORRECTION
6th Floor, Rachel Jackson Building
Nashville, TN 37243

Legislative Liaison - Jim Thrasher - 253-8146

	Name	Phone	FAX
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Deputy Commissioner	Chuck Taylor	253-8291	532-8281
Executive Admin Asst.	Pat Crockett	253-8140	532-8281
Chief Financial Officer	Wes Landers	253-8141	532-8281
Deputy Commissioner of Operations	Jason Woodall	253-8171	253-1668
Asst Comm./Rehabilitative Services	William Gupton	253-8260	741-1055
General Counsel	Debra Inglis	253-8147	741-9280
Director of Investigations and Compliance	Joseph Bishop	741-7144	741-9280
Director, Victim Notification	Robin Porter	253-8145	741-1055
Inmate Correspondence	Tashonda Burton	253-8133	532-8281
Director of Communications and Public Relations	Dorinda Carter	253-8144 495-9742 (Cell)	532-8281
Director of Decision Support: Research & Planning	Dr. Mary Karpos	253-8164	532-8281
Director, Offender Administration/ Extradition	Julian Davis	253-8287	253-1668

DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT
11th Floor, William Snodgrass Tennessee Tower
312 Rosa L. Parks Ave.
Nashville, TN 37243

	Name	Phone	FAX
Commissioner	Bill Hagerty	741-1888	741-7306
Asst. Commissioner for Administration	Paula Davis	532-3886	741-7306
Executive Assistant/ Scheduler	Betsy Van Dam	741-8915	741-7306
Chief of Staff	Will Alexander	253-2006	741-7306
Assistant Commissioner, Business Development	Kingsley Brock	532-9821	741-5829
Assistant Commissioner, Communications and Creative Services	Clint Brewer	532-8880	253-6443
Assistant Commissioner, Statewide Director	Allen Borden	624-2185	741-7306
Assistant Commissioner, Strategy	Alice Rolli	532-9060	741-7306
Assistant Commissioner, International Director	Samar Ali	253-1796	741-7306
Senior Advisor, Fiscal Policy	Paul Vander Meer	532-1284	532-1296
Senior Advisor, Grant Programs	Philip Trauernich	253-1903	253-1870
Senior Advisor, Corporate Outreach & Special Projects	Josh Helton	532-7740 (Office) 668-2361 (Cell)	741-7306
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Legislative Liaison	Neil McDonald	532-7660	741-7306

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Public Information Officer	Shannon Sumrall	253-4897 (Office) 601-466-3875 (Cell)	253-6443

DEPARTMENT OF EDUCATION
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First to the Top Director	Meghan Curran	532-0611	
Chief of Staff	Hanseul Kang	532-3313	532-4791
Superintendent, Achievement School District	Erin O'Hara	253-8854	
Asst. Commissioner, Carrerr & Technical Education	Danielle Mezera	253-2114	532-9412
Asst. Commissioner, Curriculum & Instruction	Emily Barton	741-8837	
Asst. Commissioner, Special Ed & Special Populations	Bobbi Lussier	532-6245	532-4989
Asst. Commissioner, Teachers & Leaders	Sara Heyburn	253-8856	
Asst. Commissioner, Policy & Legislation	Stephen M. Smith	741-1111	532-4791
Legal Counsel	Christy Ballard	741-2921	532-2599
Human Resources Director	Vickie Hall	532-6176	
Director of Communications	Kelli Gauthier	532-7817	532-4791
Education Student Data Administrator	Richard Charlesworth	741-3261	532-5303
Executive Director of State Operations	Mike Herrmann	741-8468	

DEPARTMENT OF ENVIRONMENT & CONSERVATION
1st Floor, L&C Annex
401 Church Street
Nashville, TN 37243

Legislative Liaison – Ryan Swindell - 532-0108

	Name	Phone	FAX
Commissioner	Robert J. Martineau Jr.	532-0106	532-0120
Chief of Staff	David Owenby	532-1531 (Office) 406-5678 (Cell)	741-8858
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Deputy Commissioner, Environment	Shari Meghreblian, Ph.D	532-0102	532-0120
Exec. Admin. Assistant to the Deputy Commissioner	Carolyn MacWilliams	532-0102	532-0120
Senior Advisor to Deputy Com of Environment	Chuck Head	532-0998 (Office) 310-7474 (Cell)	741-8858
Deputy Commissioner for Parks and Conservation	Brock Hill	532-0696	532-0120
Executive Admin. Assistant	Kim Ridings	532-0103	532-1020
Senior Advisor to Deputy Com for Parks & Conservation	Anne Marshall	532-8213 (Office) 423-914-0997 (Cell)	741-8858
Assistant to the Comm., Administrative Services	Tom Eck	532-0292	532-0120
Assistant Commissioner for External Affairs	Tisha Calabrese-Benton	532-0789 (Office)	865-594-6105
Director of Human Resources	Selena Cunningham	532-0098	532-8859
Director of Policy & Planning	Michelle Walker	532-8723	741-8858

Director of Sustainable Practices	Lori Munkeboe	532-0705	741-8858
General Counsel	Joe Sanders	532-0122 (Office) 804-3693 (Cell)	532-0145
Director, Legal Services	Alan Leiserson	532-0125	532-0145
Senior Counsel Legislative Affairs	Jenny Howard	532-8685 (Office) 218-8143 (Cell)	741-8858
Communications Officer	Shannon Ashford	532-8723 (Office) 289-4516 (Cell) 931-205-1296 (Home)	741-8858
Director of Communications	Meg Lockhart	253-1916 (Office) 210-0081 (Cell) 417-5651 (Home)	741-8858
Director of Digital Media & Publications	Casey Mahoney	532-8964 (Office) 218-1447 (Cell)	741-8858

TENNESSEE FILM, ENTERTAINMENT & MUSIC COMMISSION
312 Rosa L. Parks Ave.
10th Floor, William R. Snodgrass Tennessee Tower
Nashville, TN 37243

	Name	Phone	FAX
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Project Manager	Gisela Moore	253-1861	741-5554
Director of Music & Business Development	Hank Adam Locklin	532-5768	741-5554

DEPARTMENT OF FINANCE AND ADMINISTRATION
1st Floor, State Capitol
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Legislative Liaison – Tim Schwarz 741-6074

	Name	Phone	FAX
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Deputy Commissioner	Mike Morrow	741-0300	532-8532
Administrative Assistant	Kimberly Birdwell	741-2401	741-9872
Administrative Assistant	Anna Catherine Davenport	741-2401	741-9872
Legislative Liaison	Trammel Hoehn	585-1539	741-9872
Deputy Commissioner, TennCare	Darin Gordon	507-6443	253-5607
Deputy Commissioner, Office of Information Resources	Mark Bengel	741-7951	532-0471
Legal Counsel	Martha Nichols	532-9618	532-8532
Executive Director, Benefits Administration	Laurie Lee	253-2861	253-8556
Assistant Commissioner, Administration	Buddy Lea	741-6049	532-2989
Communications for Finance & Administration	Lola Potter	532-8560 (Office) 832-7399 (Home) 202-0701 (Cell)	532-8532
Director, Enterprise Resource Planning	Sandy Graf	253-2978 (Office) 403-7099 (Cell)	253-2980
Office of Inspector General	Deborah Faulkner	687-7201	256-3852
Director of Communications, Benefits Administration	Debby Patterson Koch	532-3230 (Office) 419-1480 (Cell) 298-5920 (Home)	253-8556
Director, Customer Focused Government	David Thorpe	741-6074	532-8532

Public Information Officer, Benefits Administration	Lauren Hall	532-2245 (Office) 739-1355 (Cell) 870-814-2119 (Home)	253-8556
Chief of Accounts	Jan Sylvis	741-2382	532-8532
Director, Budget	David Thurman	741-4806	741-4390
State Architect	Robert Oglesby	741-2388	741-6189
Office of Shared Services	Carol White	253-8914	532-7500

DEPARTMENT OF FINANCIAL INSTITUTIONS
414 Union Street, Suite 1000
Bank of America Building
Nashville, TN 37219

	Name	Phone	FAX
Commissioner	Greg Gonzales	532-1010	253-6306
Exec. Admin. Asst.	Neil MacDonald	741-5603	253-6306
Asst. Comm. for Admin/ General Counsel	Tina G. Miller	532-1030	253-1875
Assistant Commissioner/ Bank Division	Tod Trulove	741-5604	253-6306
Assistant Commissioner/ Credit Union Division	Pat Murphy	741-6399	532-3721
Assistant Commissioner/ Compliance Division	Mike Igney	532-1020	532-1018
Director of Consumer Resources	Alan Smith	532-1024	253-7794
Legislative Liaison	Ryan Hughes	741-1805	253-6306
Communications Officer	Neil MacDonald	741-5603	253-6306

DEPARTMENT OF GENERAL SERVICES
24th Floor, William R. Snodgrass Tennessee Tower
Nashville, TN 37243

	Name	Phone	FAX
Commissioner	Steven G. Cates	741-9263	532-8594
Executive Assistant to the Commissioner	Kaleigh Black	741-2081	532-8594
Administrative Assistant to the Commissioner	Kandis Crockarell	741-2226	532-8594
Deputy Commissioner, Chief Financial Officer	Thomas W. Chester	741-9267	532-8594
Admin. Services Asst.	Kimberly Stevenson	741-5971	532-8594
Assistant Commissioner, Communication & Legislation	Kelly K. Smith	253-7980	532-8594
Assistant Commissioner	Angelita Dobbs	532-8450	532-6257
General Counsel	Thaddeus E. Watkins, III	741-5922	532-1240
Legal Assistant	Cheryl Rudy	741-5922	532-1240
Deputy Commissioner, Chief Operational Officer	Reen Baskin	741-9276	521-1240
Deputy Commissioner, Real Estate Asset Management (STREAM)	Tami Robison	253-2527	532-8594
Assistant Commissioner, Real Estate Asset Management (STREAM)	Steve Berry	741-1349	532-8594
Executive Admin. Asst. Real Estate Asset Management (STREAM)	Leah Jones	741-2228	532-8594
Chief Procurement Officer	Jessica Robertson	532-8450	532-1240
Deputy Chief Procurement Officer	Mike Perry	741-3625	532-1240
Executive Admin. Asst.	Charlotte McKinney	532-7279	532-6257

State Parking Coordinator Cathy Chapman

253-7866

532-8594

DEPARTMENT OF HEALTH
3rd Floor, Cordell Hull Building
425 5th Avenue, North
Nashville, TN 37247

Legislative Liaison -- Adam Jaynes 253-4106
 Legislative Liaison -- Jeremy Davis 741-5233

	Name	Phone	FAX
Commissioner	Dr. John J. Dreyzehner	741-9409	741-9879
Deputy Commissioner for Continuous Improvement & Training	Bruce Behringer	741-3111	741-2491
Deputy Commissioner for Operations	Eugene Neubert	741-3886	741-2491
Chief Medical Officer	Dr. David Reagan	741-3111	741-2491
Exec. Admin. Asst.	Tammy Stanton	741-9409	741-9879
General Counsel	Jane Young, J.D.	532-7665	532-7668
Assistant Commissioner/ Legislative Services	Valerie Nagoshiner	532-5895	741-2491
Assistant Commissioner/ Health Licensure & Regulation	Michelle Long, J.D.	741-8402	741-5542
Chief Information Officer, IT Services	Mike Newman	253-5417	253-5187
Assistant Commissioner, Administrative Services	Dean Daniel	741-3824	253-1998
Director, Laboratory Services	David Smalley	262-6300	262-6393
Health Disparities, Director of Minority Health	Lesia Walker	253-8347	741-2491
Health Disparities, Director of Rural Health	Jeff Grimm	532-8481	741-2491
Director, Office of Policy, Planning & Assessment	Lori Ferranti	253-6814	253-5187

Director, Human Resources	Wendy Barrickman	741-6350	532-9952
Patient Care Advocate	Lynne O’Neal	741-3111	741-2491
Director, Communicable Environmental Disease & Emergency Preparedness	Tim F. Jones, M.D.	741-7247	741-3857
Director, Community Health Services	Leslie Humphreys	741-4139	532-2286
Director, Family Health & Wellness	Dr. Michael D. Warren	741-0310	741-1063
Health Policy Advisor	Rosalind Kunta	741-3111	741-2491
Director, Comm. & Media Services	Woody McMillin	741-3446 (Office) 201-2402 (Cell)	741-2491
Assistant Director, Comm. & Media Services	Shelley Ladd Walker	253-5184 (Office) 804-9972 (Cell) 352-0305 (Home)	741-0544
Associate Director, Comm. & Media Services	Bill Christian	741-2308 (Office) 483-0862 (BB)	741-2191

DEPARTMENT OF HUMAN RESOURCES
1st Floor, James K. Polk Building
505 Deaderick Street
Nashville, TN 37243
615-532-3224

	Name	Phone	FAX
Commissioner	Rebecca R. Hunter	741-2958	741-7880
Deputy Commissioner	Ken Becker	741-0585	532-0728
Assistant Commissioner & General Counsel	Danielle Barnes	253-8967	741-7880
Administrative Assistant	Felicia Whitley	532-7920	741-7880
Director Employee Relations	Patsy McGee	741-2958	532-0728
Director Information Systems	Johnny Holder	532-2277	532-5117
Director Organizational Performance	Lisa Spencer	532-3224	741-7880
Director Technical Services	Sheila Marchman	741-2087	532-5117
Director Applicant Services	Stephanie Penney	532-5178	401-7626
Director of Classification/ Compensation	Ritchie Worrell	741-5561	741-7880
Chief Learning Officer	Trish Pulley	741-4126	532-0728
Fiscal Director	Cindy Hobbs	741-5559	532-0728
Legislative Liaison & Public Information Officer	John McManus	532-7685 (Office) 513-8748 (Cell)	741-7880

DEPARTMENT OF HUMAN SERVICES
15th Floor, Citizens Plaza Building
400 Deaderick Street
Nashville, TN 37243

	Name	Phone	FAX
Commissioner	Raquel Hatter	313-4700	741-4165
Deputy Commissioner	Shalonda Cawthon	313-4704	741-4165
Executive Assistant to Commissioner	Sandy Troope	313-4702	741-4165
Asst. Commissioner, Adult and Family Services	Vacant	743-8074	741-4165
Director, Medicaid/ TennCare Policy	Marcia Garner	313-4873	741-4165
Asst. Commissioner, Child Support	David Sanchez	313-4712	741-4165
Asst. Commissioner, Rehabilitation Services	Cherrell Campbell-Street	313-4714	741-4165
Inspector General	Vacant	313-4715	741-4165
Asst. Commissioner, Finance and Administration	Basil Dosunmu	313-4705	741-4165
Asst. Commissioner, Appeals & Hearings	Michelle Waldrep	313-4733	741-4165
Director of Human Resources	Darlene Stringfellow	313-5570	741-4165
General Counsel	Bill Russell	313-4731	741-4165
Deputy General Counsel	Gena Lewis	313-3754	741-4165
Legislative Coordinator/ Assistant General Counsel	Nathalie Essex	313-6630	741-4165
Customer Service Admin.	Sumita Banerjee	313-4728	741-4165
Communications Director	Valisa Thompson	313-4707 519-8727 (Cell)	741-4165

Information Officer

Devin Stone

313-4707

741-4165

DIVISION OF INTELLECTUAL DISABILITIES SERVICES
500 Deaderick Street
Nashville, TN 37243

	Name	Phone	FAX
Commissioner	James M. Henry	532-6538	253-4089
Executive Administrative Assistant	Felicia Thompson	532-6533	253-4089
Assistant Commissioner, Fiscal & Admin. Services	Fred Hix	253-6710	253-6713
Assistant Commissioner of Quality Management	Pat Nichols	532-6548	532-9940
General Counsel	Theresa Sloan	253-6811	253-2239
Chief Financial Officer	Jeff Smith	532-6535	253-2391
Director, Office of Health Services	Dr. Tom Cheetham	253-6711	532-9940
State Director, Advocacy Services	Vickey Coleman	901-356-6324	731-426-0675
Director, Protection from Harm	Carol Wilkin	532-2402	532-9940
Director, Human Resources	Karen Haynes	253-6893	532-6790
Office of Civil Rights	Brenda Clark	231-5500	231-5526
Legislative Liaison, Communications & External Affairs	Missy Marshall	253-2236(Office) 975-3583 (Cell)	532-9940
Deputy Commissioner, Office of Program Operations	Debbie Payne	532-6885	532-9940
Deputy Commissioner, Office of Policy & Innovations	Dr. Scott Modell	253-5688	532-9940

TENNESSEE BUREAU OF INVESTIGATION
901 R.S. Gass Boulevard
Nashville, TN 37216-2639

	Name	Phone	FAX
Director	Mark Gwyn	744-4100	744-4599
Executive Admin. Asst. to Director	Melany Martin	744-4100	744-4599
Deputy Director	Jeff Puckett	744-4350	744-4650
Admin. Services Asst.	Karen Lankford	744-4042	744-4650
Assistant Director Forensic Services Division	Dan Royse	744-4402	744-4668
Deputy Director Administrative Services	Ed Jones	744-4300	744-4599
Assistant Director Drug Investigation Division	William Benson	744-4222	744-4664
Assistant Director Information Systems Division	Matthew Hall	744-4321	744-4041
Fiscal Director	Brian Senecal	744-4112	744-4651
Director, Human Resources	Pam Busby	744-4118	744-4658
Audit Director	Lori Edmunds	744-4120	744-4599
Director of Communications	Kristin Helm	744-4087 (Office) 642-0314 (Cell) 794-9475 (Home)	744-4599
Legislative Liaison	Pam Beck	744-4206	744-4656
General Counsel	Jeanne Broadwell	744-4208	744-4656

The TBI was created in March 1951 as the Tennessee Bureau of Criminal Identification and placed within the Department of Safety as a result of the Tennessee Press Association bringing to the attention of the Tennessee General Assembly the need for a state law enforcement agency to assist local agencies with difficult criminal investigations.

In 1980, the TBI was re-established as an independent department, and renamed the Tennessee Bureau of Investigation, with the purpose to effectively carry out investigations of any kind which the District Attorneys General determine to be of major importance, and where the legislature or a governor's executive order mandates investigations considered important to the citizens of Tennessee.

DEPARTMENT OF LABOR & WORKFORCE DEVELOPMENT
220 French Landing Dr.
Nashville, TN 37243

Legislative Liaisons- Karen Y. Walker 741-6642
Omari L. Winbush 741-6642

	Name	Phone	FAX
Commissioner	Burns Phillips	741-6642	253-8903
Deputy Commissioner	Dustin Swayne	741-6642	253-8901
Exec. Administrative Assistant	Margaret Manier	253-1629	253-8903
Administrator for Workplace Regulations & Compliance	Arthur Franklin	741-1627	253-5831
Administrator for Employment Security	Linda Davis	253-4809	253-5091
Administrator for Workers' Compensation	Abbie Hudgens	741-5384	253-8539
Administrator for Occupational Safety	Steve Hawkins	741-2793	741-3325
Administrator, Employment and Workforce Development	Vacant	741-3874	741-1031
Administrator, Adult Education	Marva Doremus	741-7056	532-4899
Administrator of Fiscal Services	Ron Jones	532-8671	741-3002
Administrator, Information Technology	Leesa Bray	741-5190	741-9754
Administrator, Human Resources	Judy Bell	741-6642	741-4772
Communications Director, Special Projects/Video Production	Jeff Hentschel	253-4251(Office) 830-5388 (Cell)	253-1329
Administrator, Marketing and Outreach Program	Melinda Williams	253-4809	253-5091

DEPARTMENT OF MENTAL HEALTH & SUBSTANCE ABUSE SERVICES
3rd Floor, Cordell Hull Building
425 5th Avenue North
Nashville, TN 37243

Legislative Liason- Kurt Hippel- Phone 532-9439- Fax 532-6514

	Name	Phone	FAX
Commissioner	Doug Varney	532-6503	532-6514
Exec. Asst. to Comm.	Alex King	532-6503 347-4916 (Cell)	532-6514
Deputy Commissioner	Marie Williams	253-3049	532-6514
Asst. Commissioner Clinical Leadership, Medical Director	Dr. Howard Burley	532-6564	741-6602
Asst. Commissioner, Mental Health Services	Sejal West	253-6748	253-6822
Chief Legal Counsel	Zack Griffith	532-6520	253-4379
Asst. Comm. of Administrative Services	Heather Gundersen	532-6603	253-5715
Asst. Comm. of Planning, Research, & Forensics	Marthagem Whitlock	532-6744	532-6514
Assistant Comm., Hospital Services	John Arredondo	532-6515	532-6514
Asst. Commissioner, Division of Alcohol and Drugs Abuse Services	Rodney Bragg	532-7783	532-2419
Director of Human Resources	Vickie Graham	532-8206	741-4567
Director of the Office of Licensure	Cindy Tyler	532-6586	532-7856
Director of Communications	Michael Rabkin	532-6597 (Office) 943-3172 (Cell)	741-4557

DEPARTMENT OF MILITARY
P.O. Box 41502, Houston Barracks
Nashville, TN 37204

Legislative Liaison – James Dunn– 313-0657

	Name	Phone	FAX
The Adjutant General	Terry M. Haston	313-3001	313-3100
Executive Admin. Asst.	Amy Roach	313-3006	313-3100
Director of TEMA	James H. Bassham	741-4332	741-0006
Asst. Adjutant General/ Air	Don Johnson	313-3012	313-0741
Asst. Adjutant General/ Army	Robert A. Harris	313-3004	313-0680
Public Affairs Officer	Nate Crawford	313-0793	313-3129
Communications Director TEMA	Jeremy J. Heidt	741-0482	741-0007
Dep. Dir., Joint Public Affairs	Darrin Haas	313-0835	313-3129
Public Information Officer TEMA	Dean Flener	576-0233 (Office) 512-5686 (Cell)	741-0007
Director, Admin. Services	William P. Wenzler	313-0928	313-0764
Communications Director	Randy Harris	313-0662	313-3129

DEPARTMENT OF REVENUE
Suite 1200, Andrew Jackson Building
500 Deaderick Street
Nashville, TN 37242

	Name	Phone	FAX
Commissioner	Richard Roberts	741-2461	532-2285
Exec. Admin. Asst.	Nichole Wilson	741-2461	532-2285
Administrative Assistant	Tammy Crook	741-2461	532-2285
Deputy Commissioner	David Gerregano	532-8967	532-2285
Chief Financial Officer	Philip Mize	532-8851	253-2675
Exec. Asst. to CFO	Anna Stergas	741-2034	253-2675
Communications Manager	Billy Trout	741-4177 (Office) 823-0534 (Cell)	532-2285
Asst. Commissioner, Policy & Legislation	Barbara Sampson	532-6015	523-2285
Legislative Liaison	Catie Bailey	532-8972	532-2285

DEPARTMENT OF SAFETY & HOMELAND SECURITY
23rd Floor, William R. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue, North
Nashville, TN 37243

Legislative Liaison – Jonathan Bryant 251-5199

	Name	Phone	FAX
Commissioner	Bill Gibbons	251-5128	253-2091
Executive Assistant to Commissioner	Doris Davis	251-5128	253-2091
Deputy Commissioner	Larry Godwin	251-8594	253-2091
Admin. Assistant to Deputy Commissioner	Susan Lowe	251-1626	253-2091
General Counsel	Roger Hutto	251-5255	253-2091
Colonel THP	Tracy Trott	251-5175	532-1051
Exec. Officer to THP Colonel	Betty Blair	251-5175	532-1051
Driver License Issuance Director	Michael Hogan	251-5140	253-2092
Asst. Commissioner for Driver Services	Lori Bullard	251-5106	253-2092
Asst. Commissioner/ Homeland Security Advisor	David W. Purkey	532-7825	253-5379
Admin. Assistant to Asst. Commissioner for Homeland Security	Stephanie Hamby	532-7825	253-5379
Deputy Homeland Security Advisor	Rick Shipkowski	741-7837	253-5379
Fusion Center Senior Intelligence Analyst for Homeland Security	Vacant	744-4135	741-4001
Financial Responsibility Director	Vacant	251-5249	253-2094

Public Affairs Director/PIO	Mike Browning	251-5143	253-2091
Special Policy Assistant	Linda Russell	251-5165	253-2091
Communications Director	Jennifer Donnals	251-5143 (Office) 509-3154 (Cell)	253-2091
Public Information Officer	Dalya Qualls	251-8587 (Office) 630-2738 (Cell)	253-2091
Assistant, Policy & Communications	Kevin Crawford	251-5123 (Office) 319-2117 (Cell)	253-2091

GOVERNOR'S OFFICE OF STATE POLICY AND PLANNING
G-12, State Capitol
Nashville, TN 37243-1010
Phone 253-7726/Fax 741-1416

	Name
Director of Policy and Research	Will Cromer
Deputy Director of Policy and Research	Beth Tipps
Policy Analyst	Jayme Place
Policy Analyst	Christin Sullivan
Administrative Assistant	Cindy Gore
Communications Manager	Mike Morrow
Press Secretary	Dave Smith
Communications Asst.	Michelle Houston
Director of New Media & Digital Strategy	John Chobanian
Director of Communications	Alexia Poe

BUREAU OF TENNCARE
310 Great Circle Road
Nashville, TN 37243

Legislative Liaisons – Kevin Rhoten- 507-6475
Ashley Reed- 507-6455

	Name	Phone	FAX
Deputy Commissioner	Darin Gordon	507-6443	253-5607
Exec. Administrative Assistant	Lacey Buttitta	507-6444	253-5607
Asst. Commissioner, Chief Financial Officer	Casey Dugan	507-6482	253-8562
Director, Managed Care Operations (MCO)	Keith Gaither	507-6414	532-2917
Chief Medical Officer	Dr. Wendy Long	507-6444	741-4924
Director, Pharmacy	Bryan Leibowitz	507-6415	741-0882
General Counsel	Terry Leve	507-6936	532-7322
Director, Policy	Susie Baird	507-6480	741-0882
Chief Info Systems	Brent Antony	507-6339	741-0882
Director, Member Services	Tracy Purcell	507-6473	532-5236
Director, Internal Audit	Vicki Guye	507-6407	253-3926
Director, Program Integrity	Dennis Garvey	507-6696	253-5441
Assistant Commissioner/ Chief of Long Term Services & Support	Pattie Killingsworth	507-6468	532-9140
Non-Discrimination Compliance	Helen Moore	507-6474	741-0882
Chief Operations Officer Executive Director, Cover TN Programs	Mike Cole Bo Irvin	507-6476 741-9750	253-2011 253-8556

Executive Director, Insurance Exchange Planning Initiative	Brian Hale	253-8555	253-8556
Executive Director, e-Health	Will Rice	687-4945 (Office) 584-2212 (Cell)	253-2849
HIT Coordinator, e-Health	George Beckett	507-6477 (Office) 509-7409 (Cell)	253-2849
Public Information Officer, Health Care Finance & Admin.	Kelly Gunderson	507-6450 (Office) 305-9941 (Cell)	253-2917
Public Information Officer, Health Care Finance & Admin.	Sarah Tanksley	507-6457	253-2917

DEPARTMENT OF TOURIST DEVELOPMENT
25th Floor, Wm. Snodgrass Tennessee Tower
312 Rosa L. Parks Avenue
Nashville, TN 37243

Legislative Liaison– Carter Meadors– Phone 741-7843- Fax 741-7225

	Name	Phone	FAX
Commissioner	Susan H. Whitaker	741-9001	532-0477
Executive Assistant to the Commissioner	Laura Crawford	741-9016	532-0477
Deputy Commissioner	Tom Lightsey	741-9023	741-9071
Asst. Commissioner, Marketing	Jennifer Littlejohn	741-9025	253-4219
Asst. Commissioner, Marketing	Paula Hankins	532-7853	741-9071
Director of Program Development	Lee Curtis	741-9045	741-7225
Director of Communications	Cindy Dupree	741-9010	253-4219
Director of Welcome Centers	Pete Rosenboro	741-9035	532-0479
Director of Personnel	Sharon Reed	741-1762	741-9071
Information Systems Director	Patrick Casey	741-0708	741-9071
General Counsel	Nancy Hargiss-Tatlock	741-9065	741-7225

DEPARTMENT OF TRANSPORTATION
505 Deaderick Street
Suite 700, James K. Polk Building
Nashville, TN 37243

	Name	Phone	FAX
Commissioner	John Schroer	741-2848	741-2508
Executive Administrative Assistant	Angie Martin	741-2848	741-2508
Chief of Staff	Lyndsay Botts	741-2848	741-2508
Asst. Commissioner, Environment & Planning	Toks Omishakin	741-2848	741-2508
Deputy Commissioner, Chief Engineer	Paul Degges	741-0791	741-0865
Deputy Commissioner/CFO, Administration	Joe Galbato	741-2848	741-2508
Chief Operations Officer	Scott Black	741-2848	741-2508
Personnel Director	Delaine Linville	741-3461	253-1477
General Counsel	John Reinbold	741-2941	532-5988
Public Relations/Comm. Director	BJ Doughty	741-6283 (Office) 714-8556 (Cell)	253-1480
Legislative Services Manager	Matt Barnes	532-3565	741-2508

DEPARTMENT OF VETERAN'S AFFAIRS
13th Floor, Wm. Snodgrass Tennessee Tower
312 Rosa L. Parks Ave.
Nashville, TN 37243-1102

	Name	Phone	FAX
Commissioner	Many-Bears Grinder	741-1959	741-5056
Deputy Commissioner	Wendell Check	741-6603	741-5056
Executive Assistant	Carolyn Waugh	741-1959	741-5056
Assistant Commissioner/ West	Mark Bruce	509-7083	731-421-5026
Assistant Commissioner/ East	Donald Smith	828-5014	931-372-2546
Assistant Commissioner/ Outreach & Communications	Yvette Martinez	253-7770 (Office) 822-4451 (Home) 202-5302 (Cell)	741-5056
Legislative Liaison	Vacant	741-4951	741-5056
Director of Claims Div.	Roger Harrell	695-6329	741-6231

APPENDIX VI

HOUSE MEMBER OFFICE/PHONE ASSIGNMENTS

Last Name	First Name	Phone	Address	Zip
Alexander	David	741-8695	107 WMB	37243
Armstrong	Joseph	741-0768	35 LP	37243
Brooks	Harry	741-6879	117 WMB	37243
Brooks	Kevin	741-1350	103 WMB	37243
Butt	Sheila	741-3005	106 WMB	37243
Calfee	Kent	741-7658	219 WMB	37243
Camper	Karen	741-1898	32 LP	37243
Carr	Dale	741-5981	107 WMB	37243
Carr	Joe	741-2180	205 WMB	37243
Carter	Mike	741-3025	G-3 WMB	37243
Casada	Glen	741-4389	25 LP	37243
Coley	Jim	741-8201	207 WMB	37243
Cooper	Barbara	741-4295	38 LP	37243
Curtiss	Charles	741-1963	34 LP	37243
Dean	Vince	741-1934	107 WMB	37243
DeBerry, Jr.	John	741-2239	26 LP	37243
DeBerry	Lois	741-3830	33 LP	37243
Dennis	Vance	741-2190	102 WMB	37243
Doss	Barry	741-7476	106 WMB	37243
Dunn	Bill	741-1721	115 WMB	37243
Durham	Jeremy	741-1864	202 WMB	37243
Eldridge	Jimmy	741-7475	208 WMB	37243
Evans	Josh	741-2860	G-28 WMB	37243
Faison	Jeremy	741-6871	202 WMB	37243
Farmer	Andrew	741-4419	109 WMB	37243
Favors	Joanne	741-2702	35 LP	37243
Fitzhugh	Craig	741-2134	33 LP	37243
Floyd	Richard	741-2746	G-24 WMB	37243
Forgety	John	741-1725	109 WMB	37243
Gilmore	Brenda	741-1997	26 LP	37243
Goins	Tilman	741-6877	113 WMB	37243
Halford	Curtis	741-7478	108 WMB	37243
Hall	Steve	741-2287	113 WMB	37243
Hardaway	G.A.	741-5625	37 LP	37243
Harrison	Michael	741-7480	206A WMB	37243
Harwell	Beth	741-0709	19 LP	37243
Hawk	David	741-7482	201 WMB	37243
Haynes	Ryan A.	741-2264	214 WMB	37243
Hill	Matthew	741-2251	23 LP	37243
Hill	Timothy	741-2050	23 LP	37243
Holt	Andy	741-7847	205 WMB	37243
Jernigan	Darren	741-6959	24 LP	37243
Johnson	Curtis	741-4341	15 LP	37243
Johnson	Gloria	741-2031	38 LP	37243
Jones	Sherry	741-2035	26 LP	37243

HOUSE MEMBER OFFICE/PHONE ASSIGNMENTS

Kane	Roger	741-2010	202A WMB	37243
Keisling	Kelly	741-6852	108 WMB	37243
Lamberth	William	741-1980	22 LP	37243
Littleton	Mary	741-7477	104 WMB	37243
Lollar	Ron	741-7084	214 WMB	37243
Love, Jr.	Harold M.	741-3831	35 LP	37243
Lundberg	Jon	741-7623	20 LP	37243
Lynn	Susan	741-7462	104 WMB	37243
Marsh	Pat	741-6824	G-19A WMB	37243
Matheny	Judd	741-7448	215 WMB	37243
Matlock	Jimmy	741-3736	219 WMB	37243
McCormick	Gerald	741-2548	18A LP	37243
McDaniel	Steve	741-0750	18 LP	37243
McManus	Steve	741-1920	20 LP	37243
Miller	Larry	741-4453	32 LP	37243
Mitchell	Bo	741-4317	37 LP	37243
Moody	Debra	741-3774	108 WMB	37243
Odom	Gary	741-4410	36 LP	37243
Parkinson	Antonio	741-4575	36B LP	37243
Pitts	Joe	741-2043	32 LP	37243
Pody	Mark	741-7086	203 WMB	37243
Powell	Jason	741-6861	34 LP	37243
Powers	Dennis	741-3335	G-27 WMB	37243
Ragan	John	741-4400	G-24 WMB	37243
Ramsey	Bob	741-3560	212 WMB	37243
Rich	Barrett	741-6890	212 WMB	37243
Roach	Dennis	741-2534	217 WMB	37243
Rogers	Courtney	741-3893	110A WMB	37243
Sanderson	Bill	741-0718	204 WMB	37243
Sargent	Charles	741-6808	206 WMB	37243
Sexton	Cameron	741-2343	20 LP	37243
Shaw	Johnny	741-4538	36C LP	37243
Shepard	David	741-3513	34 LP	37243
Shipley	Tony	741-2886	114 WMB	37243
Sparks	Mike	741-6829	207 WMB	37243
Spivey	Billy	741-4170	110 WMB	37243
Stewart	Mike	741-2184	24 LP	37243
Swann	Art	741-5481	G-19A WMB	37243
Tidwell	John	741-7098	22 LP	37243
Todd	Curry	741-1866	209 WMB	37243
Towns, Jr.	Joe	741-2189	37 LP	37243
Travis	Ron	741-1450	G-3 WMB	37243
Turner	Johnnie	741-6954	38 LP	37243
Turner	Mike	741-3229	17 LP	37243
Van Huss	Micah	741-1717	23 LP	37243
Watson	Eric	741-7799	112 WMB	37243
Weaver	Terri Lynn	741-2192	105 WMB	37243
White	Dawn	741-6849	205 WMB	37243
White	Mark	741-4415	110 WMB	37243
Williams	Kent	741-7450	G-2 WMB	37243
Williams	Ryan	741-1875	109 WMB	37243
Windle	John Mark	741-1260	24 LP	37243
Wirgau	Tim	741-6804	204 WMB	37243
Womick	Rick	741-2804	207 WMB	37243

Appendix VII

House Members & Staff

District	Member	Office	Telephone	Staff
39	David Alexander	107 WMB	741-8695	Kim Reasonover
15	Joe Armstrong	35 LP	741-0768	Brittney Anthony
19	Harry Brooks	117 WMB	741-6879	Tara Bezewada
24	Kevin Brooks	103 WMB	741-1350	Celeste Thomas
64	Sheila Butt	106 WMB	741-3005	Jan Wright
32	Kent Calfee	219 WMB	741-7658	Nadine Korby
87	Karen Camper	32 LP	741-1898	Derrick Tibbs
12	Dale Carr	107 WMB	741-5981	Becky Gregory
48	Joe Carr	205 WMB	741-2180	Jennifer Hines
29	Mike Carter	G-3 WMB	741-3025	Macey Baze
63	Glen Casada	25 LP	741-4389	Carol Simpson
97	Jim Coley	207 WMB	741-8201	Stephanie Peterson
86	Barbara Cooper	38 LP	741-4295	Tamara Hanserd
43	Charles Curtiss	34 LP	741-1963	Pamela McCary
30	Vince Dean	107 WMB	741-1934	Joan Achuff
90	John DeBerry	26 LP	741-2239	Liz Leonard
91	Lois DeBerry	33 LP	741-3830	Tiffany Day
71	Vance Dennis	102 WMB	741-2190	Jocelyn Adkins
70	Barry Doss	106 WMB	741-7476	J.D. Cressman
16	Bill Dunn	115 WMB	741-1721	Mary Ellen Tate
65	Jeremy Durham	202 WMB	741-1864	Byron Pugh
73	Jimmy Eldridge	208 WMB	741-7475	Nathan Whitt
66	Josh Evans	G-28 WMB	741-2860	Kristen Lawson
11	Jeremy Faison	202 WMB	741-6871	Tori Venable
17	Andrew Farmer	109 WMB	741-4419	Robbie Farmer
29	JoAnne Favors	35 LP	741-2702	Janice Hayes
82	Craig Fitzhugh	33 LP	741-2134	Rob Clark
27	Richard Floyd	G-24 WMB	741-2746	Cheryl Goodson
23	John Forgety	109 WMB	741-1725	Tonya Morelock
54	Brenda Gilmore	26 LP	741-1997	Lenekra Hill
10	Tilman Goins	113 WMB	741-6877	Cindy Franks
79	Curtis Halford	108 WMB	741-7478	Nikki Goeser
18	Steve Hall	113 WMB	741-2287	Mary Beth Gribble
92	G. A. Hardaway	37 LP	741-5625	Tina Hunt
9	Mike Harrison	206A WMB	741-7480	Michelle Smith
56	Beth Harwell, Speaker	19 LP	741-0709	Hayden Pendergrass
5	David Hawk	201 WMB	741-7482	Allison Weir
14	Ryan A. Haynes	214 WMB	741-2264	Janice Bryson
7	Matthew Hill	23 LP	741-2251	Carol Burroughs
3	Timothy Hill	23 LP	741-2050	Shawn Hatmaker
76	Andrew Holt	205 WMB	741-7847	Donna Anderson

60	Darren Jernigan	24 LP	741-6959	Jan Markum
68	Curtis Johnson	15 LP	741-4341	Linda Bowers
13	Gloria Johnson	38 LP	741-2031	Kyle Faulkner
59	Sherry Jones	26 LP	741-2035	Sharon Peters
89	Roger Kane	202A WMB	741-2010	Michelle Hale
38	Kelly Keisling	108 WMB	741-685	Frankie Anderson
44	William Lamberth	22 LP	741-1980	Deanna Story
78	Mary Littleton	104 WMB	741-7477	Carlee Green
99	Ron Lollar	214 WMB	741-7084	Kara McMahan
58	Harold Love	35 LP	741-3831	Ann Sharfner
1	Jon Lundberg	20 LP	741-7623	Amy Darnell
57	Susan Lynn	104 WMB	741-7462	Devon Morgan
62	Pat Marsh	G-19A WMB	741-6824	Brita Foti
47	Judd Matheny	215 WMB	741-7448	Jennifer Young
21	Jimmy Matlock	219 WMB	741-3736	Theo Vallas
26	Gerald McCormick	18A LP	741-2548	Becky Cantrell
72	Steve McDaniel	18 LP	741-0750	Sharon Walden
96	Steve McManus	20 LP	741-1920	Dorris Barnes
88	Larry Miller	32 LP	741-4453	Tuwanina Martin
50	Bo Mitchell	37 LP	741-4317	Alex Carmack
81	Debra Moody	108 WMB	741-3774	Chris Gobble
55	Gary Odom	36 LP	741-4410	David Bone
98	Antonio Parkinson	36B LP	741-4575	Vanessa Horner
67	Joe Pitts	32 LP	741-2043	Rena Clark
46	Mark Pody	203 WMB	741-7086	Debbie Stephens
53	Jason Powell	34 LP	741-6861	Craig Holcomb
36	Dennis Powers	G-27 WMB	741-3335	Josh Longmire
33	John Ragan	G-24 WMB	741-4400	Tyler Lane
20	Bob Ramsey	212 WMB	741-3560	Rochelle Frazier
94	Barrett Rich	212 WMB	741-6890	B. L. Rhodes
35	Dennis Roach	217 WMB	741-2534	Ruth Patterson
45	Courtney Rogers	110A WMB	741-3893	Joshua Parant
77	Bill Sanderson	204 WMB	741-0718	Aaron Rummage
61	Charles Sargent	206 WMB	741-6808	Tammy Martin
25	Cameron Sexton	20 LP	741-2343	Mary Watts
80	Johnny Shaw	36C LP	741-4538	Allyson Sneed
69	David Shepard	34 LP	741-3513	Margie Heaney
2	Tony Shipley	114 WMB	741-2886	Chris Rogers
49	Mike Sparks	207 WMB	741-6829	Lori Barnard
92	Billy Spivey	110 WMB	741-4170	Andrea Cunningham
52	Mike Stewart	24 LP	741-2184	Delano Brent
8	Art Swann	G-19A WMB	741-5481	Pat Farmer
74	John Tidwell	22 LP	741-7098	Debra Webb
95	Curry Todd	209 WMB	741-1866	Shelley Adams
84	Joe Towns	37 LP	741-2189	Debra Julianna
31	Ron Travis	G-3 WMB	741-1450	Brittney Jones

85	Johnnie Turner	38 LP	741-6954	Kelly Mathis
51	Mike Turner	17 LP	741-3229	Carol Roberts
6	Micah Van Huss	23 LP	741-1717	Matt Marchiori
22	Eric Watson	112 WMB	741-7799	Michelle Yates
40	Terri Lynn Weaver	105 WMB	741-2192	Grace Bonecutter
37	Dawn White	205 WMB	741-6849	Jessica Bryant
83	Mark White	110 WMB	741-4415	Laura Bond
4	Kent Williams	G-2 WMB	741-7450	Bridget Fendler
42	Ryan Williams	109 WMB	741-1875	Jessica Myers
41	John Mark Windle	24 LP	741-1260	Patricia Collins
75	Tim Wirgau	204 WMB	741-6804	Tiffany Johnson
34	Richard Womick	207 WMB	741-2804	Sherry Smith

Joint Staff

Last Name	First Name	Suite	Phone#	Ext.	Member/Director
Abbey	Alice	7 th Floor, Rachel Jackson Bldg.	741-1100	44885	Connie Ridley
Alexander	Sheryl	1 st Floor, Rachel Jackson Bldg.	741-1100	44901	Steve Kriegish
Anderson	Carolyn	1 st Floor, Rachel Jackson Bldg.	741-1100	44916	Steve Kriegish
Arnold	Yolanda	8 th Floor Rachel Jackson Bldg.	741-1100	44582	Speakers
Bannister	Belinda	1 st Floor, Rachel Jackson Bldg.	741-1100	44902	Steve Kriegish
Barber	Glenn	Upper Parking, LP	741-1100	44887	Connie Ridley
Barnes	Joseph	G-10 WMB	741-9504		Speakers
Beasley	Al	7 th Floor Rachel Jackson Bldg.	741-6376		Joseph Barnes
Bigord	Reggie	1 st Floor, Rachel Jackson Bldg.	741-1100	44917	Steve Kriegish
Bland	Laresha	G-17 WMB	741-3257		Joseph Barnes
Brown	Roark	8 th Floor Rachel Jackson Bldg.	741-1100	45011	Rick Nicholson/Cathy Higgins
Bryan	Kerry	1 st Floor, Rachel Jackson Bldg.	741-1100	44903	Steve Kriegish
Buckner	George	1 st Floor, Rachel Jackson Bldg.	741-1100	44912	Steve Kriegish
Butler	Skip	G-3 WMB	741-1100	44892	Connie Ridley
Butler	Justin	7 th Floor, Rachel Jackson Bldg.	741-1100	44892	Connie Ridley

Byrd	Clayton	G-11 WMB	741-3076		Joseph Barnes
Campbell	Anastasia	G-11 WMB	741-6228		Joseph Barnes
Cassetty	Deb	1 st Floor, Rachel Jackson Bldg.	741-1100	44909	Steve Kriegish
Church	Josh	G-3 WMB	741-3631		Skip Butler
Clariday	Jamie	G-10 WMB	741-7531		Joseph Barnes
Collier	Linda	7 th Floor Rachel Jackson Bldg.	741-5682		Joseph Barnes
Davis	Bruce	8 th Floor Rachel Jackson Bldg.	741-1100	45010	Rick Nicholson/Cathy Higgins
Dreher	Beth	7 th Floor, Rachel Jackson Bldg.	741-1100	44884	Connie Ridley
Dunnivant	Jason	1 st Floor, Rachel Jackson Bldg.	741-1100	44905	Steve Kriegish
Dye	Wade	7 th Floor Rachel Jackson Bldg.	741-9521		Joseph Barnes
Field	Fred	G-3 WMB	741-3631		Skip Butler
Garrett	Doug	G-16 WMB	741-9523		Joseph Barnes
Garrett	Karen	G-07 WMB	741-9549		Joseph Barnes
Gaskin	Michelle	G-11 WMB	741-9514		Joseph Barnes
Guess	Lisa	1 st Floor, Rachel Jackson Bldg.	741-1100	44914	Steve Kriegish
Haggard	Donal	1 st Floor, Rachel Jackson Bldg.	741-1100	44913	Steve Kriegish
Hale	Jess	G-18 WMB	741-9510		Joseph Barnes
Hayes	Joel	G-10 WMB	741-9512		Joseph Barnes
Heath	Brian	G-20 WMB	741-9517		Joseph Barnes

Higgins	Cathy	8 th Floor Rachel Jackson Bldg.	741-1100	45015	Speaker Harwell
Himes	Doug	G-10 WMB	741-9506		Joseph Barnes
Holmes	Gwendolyn	G-3 WMB	741-3631		Skip Butler
Insogna	Elizabeth	G-07 WMB	741-8755		Joseph Barnes
James	Helen	G-11 WMB	741-6022		Joseph Barnes
Kellman	Leonora	8 th Floor Rachel Jackson Bldg.	741-1100	45017	Rick Nicholson/Cathy Higgins
Kriegish	Stephen	1 st Floor, Rachel Jackson Bldg.	741-1552		Speakers
Lewis	Brian	1 st Floor, Rachel Jackson Bldg.	741-1100	44915	Steve Kriegish
Maier	Paul	1 st Floor, Rachel Jackson Bldg.	741-1100	44924	Steve Kriegish
Malone	Homer	G-3 WMB	741-3631		Skip Butler
Malone	Herbert	G-3 WMB	741-3631		Skip Butler
McMinn	Sean	G-16 WMB	741-9126		Joseph Barnes
Militana	Rachel	G-11 WMB	741-4140		Joseph Barnes
Moore	Megan	G-10 WMB	741-4858		Joseph Barnes
Moran	Joseph	G-3 WMB	741-3631		Skip Butler
Morgan	Donna	7 th Floor, Rachel Jackson Bldg.	741-1100	44882	Connie Ridley
Nash	Jacqueline	G-08 WMB	741-8756		Joseph Barnes
Nevitt	Shelley	G-16 WMB	741-9503		Joseph Barnes
Nicholson	Rick	8 th Floor Rachel Jackson Bldg.	741-1100	44793	Speaker Ramsey

Nunn	Gloria	G-3 WMB	741-3631		Skip Butler
Osborne	Alan	1 st Floor, Rachel Jackson Bldg.	741-1100	44911	Steve Kriegish
Pendleton	Laura	G-11 WMB	741-9501		Joseph Barnes
Perry	Cindy	7 th Floor Rachel Jackson Bldg.	741-9511		Joseph Barnes
Rainey	Kenny	Upper Parking, LP	741-1100	44894	Skip Butler
Rather	Tammy	7 th Floor, Rachel Jackson Bldg.	741-1100	44886	Connie Ridley
Ridley	Connie	7 th Floor, Rachel Jackson Bldg.	741-3569		Speakers
Robertson	Robert	Upper Parking, LP	741-1100	44891	Connie Ridley
Seals	Paige	G-09 WMB	741-9505		Joseph Barnes
Smith	Julie	G-07 WMB	741-3075		Joseph Barnes
Smith	Nickie	G-10 WMB	741-3057		Joseph Barnes
St. John	Brenda	7 th Floor, Rachel Jackson Bldg.	741-1100	44883	Connie Ridley
Standbrook	Fred	G-16 WMB	741-9508		Joseph Barnes
Starr	Susan	1 st Floor, Rachel Jackson Bldg.	741-1100	44918	Steve Kriegish
Tigue	Thomas	G-07 WMB	741-9522		Joseph Barnes
Townsend	Nancy	8 th Floor Rachel Jackson Bldg.	741-1100	45014	Rick Nicholson/Cathy Higgins
Trezise	Bob	1 st Floor, Rachel Jackson Bldg.	741-1100	44907	Steve Kriegish
Warner	Brian	1 st Floor, Rachel Jackson Bldg.	741-1100	44904	Steve Kriegish
Warrington	Priscilla	7 th Floor, Rachel Jackson Bldg.	741-1100	44884	Connie Ridley
Webb	John	8 th Floor Rachel Jackson Bldg.	741-1100	45012	Rick Nicholson/Cathy Higgins

Weeks	Eddie	G-12 WMB	741-5816	Joseph Barnes
Whitmore	Sandra	G-10 WMB	741-4857	Joseph Barnes

APPENDIX VIII

Frequently Used Numbers

Dept/Services	Location	Phone Number
Bill Room	Upper Parking Legislative Plaza	741-0927
Budget Analysis	8th FL Rachel Jackson Building	741-4378
Capitol Police	B-20 John Sevier Building	741-2138
Facilities Manager	G-1 War Memorial Building	741-3631
Fiscal Review	8th FL Racheal Jackson Building	741-2564
Governor's Office	1st FL State Capitol	741-2001
Heat/Air	General Services	532-4826
House Chief Clerk	2nd FL State Capitol	741-2901
House Chief Engrossing Clerk	2nd FL State Capitol	741-2488
House Copier Paper/Supplies	Herbert McFadden	741-1100 Ext 44963
House Copier Room	36A Legislative Plaza	741-1100 Ext 44963
House Sgt-At-Arms	19 Legislative Plaza	741-0709
House Speakers Office	19 Legislative Plaza	741-0709
Housekeeping	Legislative Plaza Lobby	741-3373
Intern Program	7 th Floor Rachel Jackson Building	741-3299
Legal Services	G-10 War Memorial Building	741-3056
Legislative Administration	7 th Floor Rachel Jackson Building	741-3569
Legislative Info. Systems	1st FL Rachel Jackson Building	741-1552
Legislative Supply Room	Upper Parking Legislative Plaza	741-1100 Ext 44891
Mailroom	Upper Parking Level	741-1100 Ext 44894
Nurse's Station	Legislative Plaza	741-1100 Ext 44965
Nurse's Station	Capitol During Session	741-1100 Ext 44964
Secretary of State	1st FL State Capitol	741-2819
Security	Parking Garage	741-7965
Senate Chief Clerk	2nd FL State Capitol	741-2730
Senate Chief Engrossing Clerk	Grd FL State Capitol	741-1306
Senate Copier Paper and Supplies		741-1100 Ext 44961
Senate Copier Room	3A Legislative Plaza	741-1100 Ext 44961
Senate Sgt-At-Arms (1 LP)	1 Legislative Plaza	741-4524
Senate Sgt-At-Arms (Capitol)	2nd FL State Capitol	741-1100
Senate Speaker (Lt. Gov. Office)	1 Legislative Plaza	741-4524
State Comptroller	1st FL State Capitol	741-2501
State Operator	Tennessee Tower	741-3011
State Treasurer	1st FL State Capitol	741-2956
Telephone Problems	Legislative Info. Systems	741-1552
Trooper Station	Legislative Plaza Main Entrance	741-1100 Ext 45001

Trooper Station

Legislative Plaza Escalator Area

741-1100 Ext 45003



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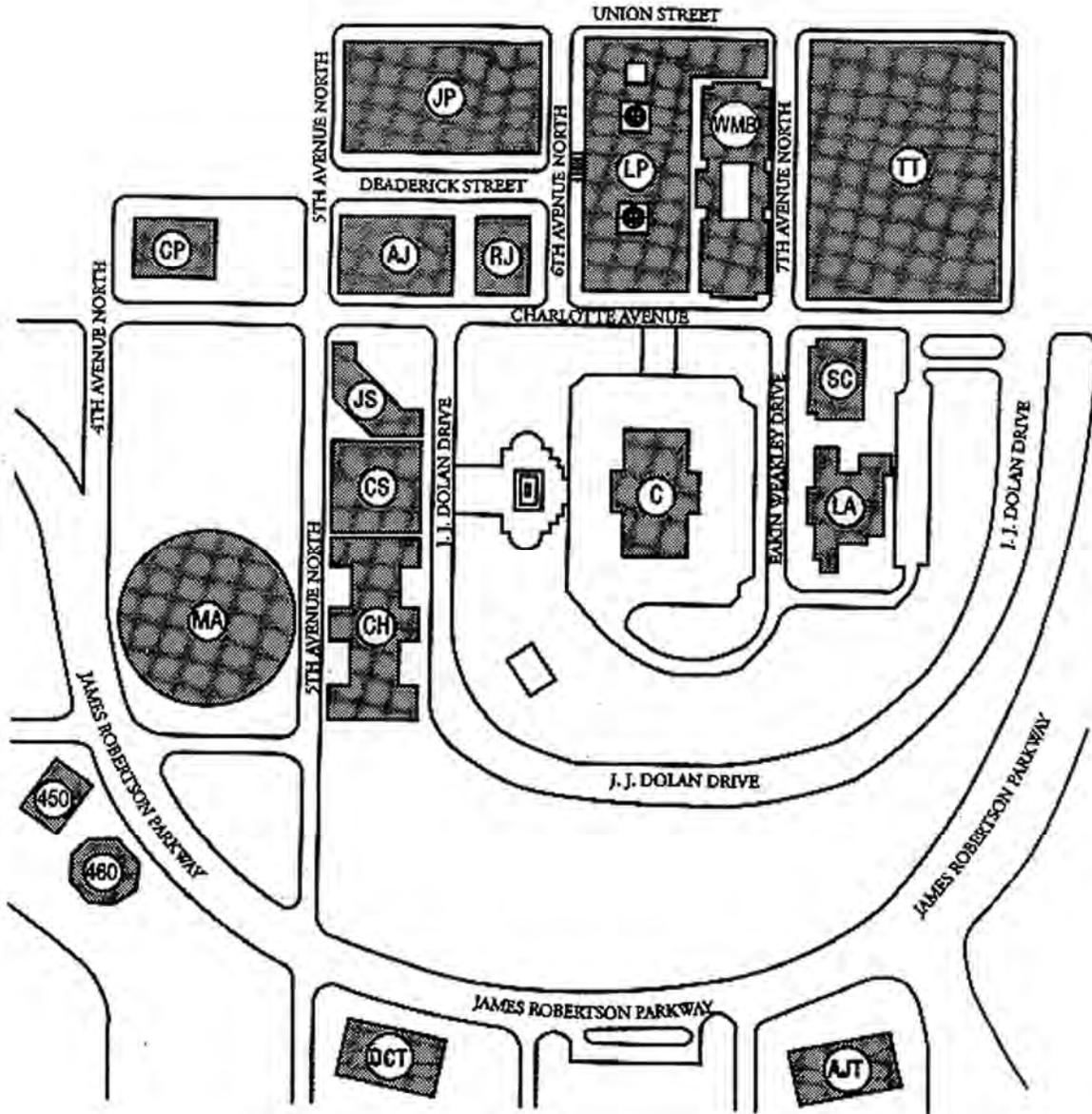
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Capitol Hill Area



Map Legend

AJ	Andrew Jackson Building	LP	Legislative Plaza
AJT	Andrew Johnson Tower	LA	Library and Archives Building
C	Capitol	MA	Municipal Auditorium
CH	Cordell Hull Building	RJ	Rachel Jackson Building
CP	Citizens' Plaza Building	SC	Supreme Court Building
CS	Central Services Building	TT	Tennessee Tower
DCT	Davy Crockett Tower	WMB	War Memorial Building
JP	James K. Polk Building	460	460 James Robertson Parkway
JS	John Sevier Building	450	450 James Robertson Parkway

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