

# Texas Legislative Information and Resources

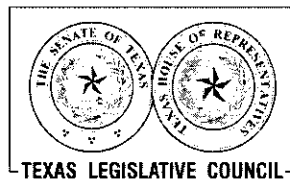
Texas Legislative Council  
For the 85th Legislature



# Texas Legislative Information and Resources

Prepared by the Research Division  
of the  
Texas Legislative Council

Published by the  
Texas Legislative Council  
P.O. Box 12128  
Austin, Texas 78711-2128



Lieutenant Governor Dan Patrick, Joint Chair  
Speaker Joe Straus, Joint Chair  
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For the 85th Legislature  
January 2017

*The mission of the Texas Legislative Council is  
to provide professional, nonpartisan service and support  
to the Texas Legislature and legislative agencies.  
In every area of responsibility,  
we strive for quality and efficiency.*

During previous legislative sessions, the information in this publication was published as part of the *Guide to Texas Legislative Information*.

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By mail: P.O. Box 12128, Austin, TX 78711-2128

By phone: (512) 463-1144

By e-mail: [house.documentdistribution@tlc.texas.gov](mailto:house.documentdistribution@tlc.texas.gov)

By online request form (legislative offices only): <http://bilreq/House.aspx>

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## **Preface**

The purpose of this publication is to help legislators, their staffs, other state officials and employees, and interested citizens track the work of the current legislature and research the work of past legislatures. This guide is divided into three sections that provide descriptions of available information. Section 1 describes computer applications and websites that can be used to access legislative information. Section 2 describes legislative documents, publications, and recordings. Section 3 describes legislative information service providers, including certain house and senate offices, legislative agencies, and divisions of those agencies.





# Section 1: Computer Applications and Websites

The majority of the legislative information discussed in this guide is available online. Because online resources can be updated continually, they are often the most reliable sources for up-to-date information relating to recent legislative activity. Legislators and legislative staff have access to legislative information through Capitol Complex network applications and legislative intranet and Internet applications and websites. Members of the public can access most of the same information through the legislature's Internet websites or through public access terminals located in the Legislative Reference Library.

## Capitol Complex Resources

### Intranet Web Applications and Websites

The following web applications and websites are available only to users who are directly connected to the Capitol Complex servers:

- **CapCentral**—Provides access to legislative calendars, current and upcoming committee hearing agendas, bill information, and live video. Also accessible are Legislative Management System (LMS) bill track comments and attachments, LMS searches, and Correspondence Management System statistics.
- **Capweb: Inside the Texas Legislature**—Serves as the home page for the legislative community. It provides links to the Texas house and senate websites, to commonly used legislative web applications, and to other sources of legislative and related information. The page also includes news about the current day's events, general announcements and publications, a list of important dates, and Capitol information and maps. During a session, the Capweb home page also shows the dates and times when the senate and house will next convene.
- **TLIS (Texas Legislative Information System)**—Enables users to track legislation and to search for, view, and print bill text, bill history, bill analyses, fiscal notes, amendments, and summaries of enrolled bills. Users can search for bills by number, subject, author, sponsor, committee, or keyword, create special lists of bills, or view commonly requested lists of bills from the current legislature, including bills signed or vetoed by the governor, bills passed, bills with certain effective dates, bills filed by chamber of origin, and bills by author/sponsor, committee, or subject. Users can also obtain information on committee membership, minutes, witness lists, and schedules, as well as house and senate calendars.
- **LexisNexis Research Services**—Enables users to access and search information stored in multiple legal databases in an intranet application provided by LexisNexis, including the United States Code, the Code of Federal Regulations, Texas and federal court cases, current and historical Texas codes and civil statutes, the Texas Administrative Code and Texas Register, Texas attorney general and ethics commission opinions, and Public Utility Commission of Texas filings and orders.
- **Texas Appointment System (TAS)**—Enables users to view and print information about appointments made by the governor, lieutenant governor, speaker, and others having authority to appoint members to a legislative entity, governor's task force, state agency, board, or commission. Public access to TAS is available through terminals located in the Legislative Reference Library.

- **Guide to Texas Legislative Council Services**—Provides a guide to obtaining the services and products of the council.

## Public Resources

### Internet Applications and Websites

- **Texas Legislature Online (TLO)**—Provides links to a number of sources of legislative and related information, including a calendar of important dates for the legislative session, a legislative glossary, and websites for the senate, house of representatives, and legislative agencies. TLO provides much of the same functionality as the intranet TLIS application, enabling users to track legislation and to search for, view, and print bill text, bill history, bill analyses, fiscal notes, amendments, and summaries of enrolled bills. Users can also obtain information about senate and house members, committee membership, minutes, witness lists, schedules, and calendars. A mobile version of TLO is available at <http://www.txlegis.com>.
- **Texas Budget Source**—Generates budget reports by state agency or by a specific article or function of the General Appropriations Act.
- **Bill-Chapter Cross-Reference Tables**—Allows users to convert a chapter number found in a session law citation to its corresponding bill number, and vice versa, from the 16th Legislature (1879) to the present. This resource is built into the direct search function of the Legislative Archive System.
- **Index to Sections Affected**—Allows users to determine whether a code section has been or will be affected by a bill or if a bill has affected or will affect sections of the Texas statutes. This resource includes lists from the 74th and 75th Legislatures (1995 and 1997) and a searchable database for the 76th Legislature (1999) through the present.
- **Texas Constitution and Statutes**—Provides download options and keyword search of the Texas Constitution and Texas Statutes.
- **Who Represents Me?**—Enables users to identify, for Texas Senate, Texas House of Representatives, U.S. House of Representatives, and State Board of Education districts, the elected officials who represent a given address, ZIP code, county, or city. It also provides contact information on incumbents, demographic and economic profiles of the districts, and the geographic composition (counties, cities, school districts, precincts, and ZIP codes) of the districts.
- **DistrictViewer**—Displays maps and population, election, and incumbent reports for current legislative, congressional, and State Board of Education districts. When the legislature is redistricting, maps and reports for proposed plans are available.
- **Texas Redistricting**—Provides information about Texas redistricting, including an overview of the legal requirements and process to redistrict, news and legislative activity for the current redistricting cycle, historical information, and links to the data used to redistrict.

## Senate, House, and Legislative Agency Websites

- **Texas Senate**—Provides information on senate members, committees, and legislation, as well as video/audio archives and live video/audio streams of senate floor debates, committee hearings, and press conferences. The website also includes the senate rules of procedure, daily agenda and journals, and bill analyses and reports produced by the Senate Research Center. The “Senate Kids” area of the website provides information and activities relating to Texas government for children and their teachers and parents. A Spanish-language version of the senate website can be accessed from the home page.
- **Texas House of Representatives**—Provides information on house members, committees, and legislation, as well as video/audio archives and live video/audio streams of house floor debates, committee hearings, and press conferences. The website also includes the house rules of procedure, calendars, daily journals, and bill analyses and reports produced by the House Research Organization. The “Kids’ House” link on the house home page provides children and their teachers and parents with information and activities relating to Texas government.
- **Legislative Budget Board**—Provides information on the Texas state budget through online publications and reports and through Texas Budget Source, an online application that generates budget reports by state agency or by a specific article or function of the General Appropriations Act. The website also contains a searchable database of major state contracts.
- **Legislative Reference Library**—Provides current and historical information on Texas legislative members, state leaders, committees, legislation, and legislative sessions. It also includes such resources as the Legislative Archive System containing legislation from the 33rd to 42nd Legislatures (1913 to 1931) and the 46th to 79th Legislatures (1939 to 2006), the Index to Sections Affected, legislative reports, and links to committee meetings, vetoed bills, conference committee reports, constitutional amendments, and the library’s catalog. For users with Capitol Complex access, the website includes searchable databases for newspaper clippings and periodical abstracts.
- **State Auditor’s Office**—Contains a variety of reports, including audit, special investigative, and state classification reports. It also provides information about training classes for auditors and accounting professionals and other resources to support state agencies.
- **Sunset Advisory Commission**—Provides information on the sunset process and the agencies subject to sunset review; current and previous sunset reports; agendas and webcast archives of commission meetings; and a list of agencies subject to review under the Texas Sunset Act.
- **Texas Legislative Council**—Provides online access to a number of reference, sessional, and historical publications and reports on topics relating to legislative activities and policy issues as well as information on the council’s nonsubstantive statutory revision project, including proposed chapters and revisor’s reports.



## Section 2: Documents, Publications, and Recordings

This section includes a brief description of various documents, publications, and recordings containing legislative information, many of which are available online.

### Appropriations Bill

The general appropriations bill is drafted by the Legislative Budget Board (LBB). The house and senate versions of the bill are available from the LBB. The bill is printed after being reported out of committee, and single copies are delivered to members. Because of its size, the general appropriations bill is available for room use only in the Legislative Reference Library. Current working versions will be available in [TLIS/TLO](#) and on the LBB website. The enrolled version of the bill is included in the session laws, and after the end of the session the LBB publishes the act with notes on the governor's line-item vetoes. Scanned copies of General Appropriations Acts from the 40th Legislature (1927) to the present are available from the [Legislative Reference Library](#). Print copies of most of the General Appropriations Acts from the 53rd Legislature (1953) to the present are available at the Texas State Library and Archives Commission.

### Bill Files, Historical

The Legislative Reference Library provides access to paper files on bills and resolutions introduced in the house or the senate from the 63rd Legislature (1973) through the present. The files contain the original copies of the introduced, committee report, engrossed, senate amendments, conference committee report, and enrolled versions of bills and resolutions. The files are complete, containing fiscal notes, impact statements, conference committee side-by-side analyses, and other attachments when appropriate. Bill files, indexed by bill or resolution number within a legislative session, may not be removed from the library but may be viewed in person by appointment or copied. The [Legislative Archive System](#) on the library's website also provides access to scanned bill files from the 33rd to 42nd Legislatures (1913 to 1931) and the 46th to 79th Legislatures (1939 to 2006).

The [Texas State Archives](#) of the Texas State Library and Archives Commission provides access to paper files on bills and resolutions introduced before 1973. Library staff will make copies of materials from the files on request at 10 cents per page.

### Bills and Resolutions, Current and Recent

Copies of bills and resolutions of the current legislature are available online or on request from House Document Distribution and Senate Bill Distribution. Legislation from current and recent sessions can be accessed online through [TLIS](#) on the legislative intranet or [TLO](#) on the Internet. Available legislation includes the introduced, committee report, engrossed, conference committee report, and enrolled versions of each bill and each joint, concurrent, and simple resolution filed for introduction in either the house or the senate. House and senate rules allow filing to begin the first Monday after the general election preceding a regular legislative session or 30 days before any special session. Legislation is available from the time it is filed through the interim, until the filing period begins for the next regular session. Measures from previous sessions can be found in bill files maintained by the Legislative Reference Library and the Texas State Library and Archives Commission.

Certified copies of the final versions of bills and resolutions from current and recent sessions can be obtained by calling the Office of the Secretary of State at (512) 463-5561. PDF images of those bills and resolutions for recent legislatures are available on the [secretary of state's website](#). PDF images of certified bills and resolutions for the 78th to 84th Legislatures (2003 to 2015) are available on the [Texas Laws and Resolutions Archive website](#) of the University of North Texas, and images of signed legislation from the 82nd to 84th Legislatures (2011 to 2015) are available on the [Legislative Archive System](#) on the Legislative Reference Library's website.

## Calendars and Agendas

The senate and the house each publish daily calendars listing bills and resolutions that may be considered during a legislative day. See "The Legislative Process in Texas" for a discussion of the various house calendars, the house list of items eligible for consideration, the senate agenda, and the senate intent calendar.

Calendars and agendas are available in the Legislative Reference Library. Senate calendars and agendas are also available from the senate calendar clerk. Calendars may be accessed online through the house and senate websites, TLIS on the legislative intranet, and TLO on the Internet.

## Committee Minutes and Records of Proceedings

**House of Representatives.** Standing and special committees are required to keep complete minutes of their proceedings. Minutes must include the time and place of each meeting, a list of members present, an accurate record of all votes taken, the date that notice of the meeting was posted, witness lists, if any, and other information as determined by the chair. Witness affirmation forms must be completed by anyone who addresses a committee at a meeting. Minutes must be filed with the House Committee Coordinator's Office within three days of the committee meeting for a substantive committee and within one day of the committee meeting for a procedural committee. Minutes of a meeting of the Appropriations Committee on the general appropriations bill must be filed with the committee coordinator within five days of the committee meeting.

Copies of minutes and witness affirmation forms from the current legislature are maintained by the House Committee Coordinator's Office. Records from previous legislatures dating back to 1973 are maintained by House Video/Audio Services, which can provide a notarized certification of a set of minutes on request.

**Senate.** The rules of the senate require standing committees and subcommittees to keep an accurate written record of their proceedings but do not specify the content of committee minutes. Minutes, which typically do not include testimony, must be filed with the Secretary of the Senate's Office not later than seven days after a meeting is held. Committees may have certain proceedings transcribed. Copies of minutes are maintained by the Secretary of the Senate's Office, and minutes and transcripts dating back to 1985 are maintained by Senate Staff Services.

Current and recent house and senate committee minutes can be accessed online through TLIS on the legislative intranet or TLO on the Internet. The Legislative Reference Library has copies of house and senate committee minutes from 1973 to the present and provides scanned PDF minutes on its website for most committees from the 63rd to 75th Legislatures (1973 to 1997). The Texas State Library and Archives Commission has copies of house and senate committee minutes, with the bulk of the minutes dating prior to 1973.

## Committee Reports

House and senate committee reports include the following:

- the text of the bill or joint resolution as approved, amended, or substituted in committee
- a bill analysis, which includes the background and purpose of the proposal or the author's/ sponsor's statement of intent, an analysis of the content of the measure, and a statement indicating whether any rulemaking authority is delegated; house rules also require a statement indicating the criminal justice impact of the measure
- a list of witnesses who testified for, against, or on the measure
- in the house, a summary of the committee's actions, including the final committee vote
- a fiscal note prepared by the Legislative Budget Board, which is an estimate of the probable costs or savings or the probable revenue gains or losses that will be incurred as an effect of the measure
- an impact statement prepared by the Legislative Budget Board, if required; the house and senate rules outline the circumstances under which an impact statement is required

Committee reports for the current and recent legislative sessions can be accessed online through [TLIS](#) on the legislative intranet or [TLO](#) on the Internet. Copies for the current session may also be requested from House Document Distribution and Senate Bill Distribution. Committee reports from previous sessions are available from the bill files maintained by the Legislative Reference Library and the Texas State Library and Archives Commission.

## Conference Committee Reports

Conference committee reports include a signature page for the conferees who approve the report, the committee's proposed version of the text, and a side-by-side analysis of how the proposed version resolves the differences between the senate version and the house version of the bill.

Reports for the current session may be requested from House Document Distribution and Senate Bill Distribution. Reports from previous sessions are available from the bill files maintained by the Legislative Reference Library and the Texas State Library and Archives Commission. The reports from the 78th Legislature (2003) through the current session are available online as PDF files from the [Legislative Reference Library](#). The [Legislative Archive System](#) on the library's website also contains conference committee reports in bill files from the 33rd to 42nd Legislatures (1913 to 1931) and the 46th to 79th Legislatures (1939 to 2006). Beginning with the 78th Legislature (2003), conference committee reports are available through [TLIS](#) and [TLO](#).

Instructions for preparing and filing conference committee reports are posted on the Capweb intranet website and are also available from the Chief Clerk's Office and the Secretary of the Senate's Office.

## Daily Floor Reports, House Research Organization

The Daily Floor Report consists of analyses of the bills, other than local and consent bills, scheduled for house floor consideration each day during a legislative session and features a digest of each bill, background information, a list of witnesses who testified regarding the bill, the results of the committee vote, and arguments favoring and opposing the proposed legislation. The Daily Floor Report is distributed to house members and is available online.

## Interim Reports by Committees

In-depth studies of important issues are often conducted by committees during the interim. Generally, the lieutenant governor specifies interim charges for senate committees and the speaker of the house specifies interim charges for house committees. Most interim studies result in a report containing the committee's findings and recommendations. Copies of these reports can be obtained from the respective committee offices. Recent interim charges and interim reports are available online from the [house of representatives](#) and the [senate](#). Copies of senate interim committee reports can also be obtained from Senate Bill Distribution. The Legislative Reference Library and the Texas State Library and Archives Commission have extensive collections of interim study reports from the current and previous legislatures. Current and historical interim charges and interim reports are available online from the [Legislative Reference Library](#) from the 1st Legislature (1846) to the present.

## Journals, House and Senate

The [Texas Constitution](#) directs each chamber to keep a journal of its own proceedings, and daily journals are published for every legislative day in a session. Rather than providing a verbatim record of debate, these journals outline the proceedings and track motions and other legislative actions. The following information is included:

- number, author, and caption of each bill and resolution introduced and the committee to which it is referred
- complete text of committee and floor amendments
- results of each vote taken
- a record of how each member voted, if a record vote has been taken
- a list of bills sent to the governor
- the governor's veto messages
- standing and special committee appointments
- conference committee appointments
- a list of members present
- senate confirmation actions on the governor's appointments (senate journal only)

Journals are published in two forms: daily journals that are prepared and distributed on the day following each meeting and permanent (bound) journals that are compiled and indexed during the interim following a session. Appendixes to the *permanent* journals of each chamber contain a list of bills and resolutions introduced by each member and a bill history of all major actions taken on legislation in the chamber. The subject index categorizes all measures considered and acted on by the legislature.

[TLIS](#) on the legislative intranet and [TLO](#) on the Internet display dates and *daily* journal page numbers for actions taken on each legislative measure.

The daily house journals are available online from the [house of representatives](#) beginning with the 74th Legislature (1995); the daily senate journals are available online from the [senate](#) beginning with the 76th Legislature (1999). House daily journals for the current or most recent session are available from the house journal clerk's office, and senate daily journals are available from the senate journal clerk's office. Scanned versions of journals from the 1st to



28th Legislatures (1846 to 1903) and the 49th to 73rd Legislatures (1945 to 1993) are available from the [Legislative Reference Library](#). Permanent journals are available for use in the Legislative Reference Library and at the Texas State Library and Archives Commission.

## Legislative Newspaper Clippings and Periodical Articles

The Legislative Reference Library compiles newspaper clippings relating to legislative duties and official actions of current members of the Texas Legislature, state political events, and any other issues that might be of interest to legislators and legislative staff. Clippings from a large number of Texas newspapers, the *New York Times*, and the *Wall Street Journal* are compiled daily. Newspapers are available in the library for 30 days. Clips from 1997 to the present are available to legislative offices through the [Daily Legislative Clipping Service](#) database on the legislative intranet and can be searched by headline, subject, article type, date, newspaper, columnist, bill number, or bill caption keyword. Clips from between 1900 and 1998 are available to legislative offices in the [clips archive](#), which is searchable by headline, subject, columnist, newspaper, and date. During the interim, the clipping service also includes notices of house and senate committee public hearings and formal meetings.

The library staff also reviews more than 1,000 periodicals and websites to compile a weekly Current Articles list and distributes the list electronically to legislators and legislative staff every Thursday. A searchable database of [Current Articles abstracts](#) is available to Capitol Complex users through the library's website. Members and legislative staff can request copies of full-text articles from the library.

Both the clipping service and current articles databases are available to the public through terminals in the library.

## Lists of Bills

The Legislative Reference Library has copies of the following lists for use in the library from the 63rd Legislature (1973) through the last legislative session for all legislation (including bills and joint, concurrent, and simple resolutions) arranged by number, author, or subject:

- Master List of Bills by Author/Sponsor
- List of Bills Passed by Author/Sponsor
- Master List of Bills by General Index
- List of Bills Passed by General Index
- Master Bill History Report
- Bills and Resolutions Reported by Committee

Similar lists can be compiled for the current and recent sessions through [TLIS](#) on the legislative intranet. The [TLO](#) Internet website also allows users to compile lists and provides several commonly requested bill lists for the current legislature and previous legislatures dating back to 1989.

## Notices and Schedules of Committee Meetings

Committees in both chambers hold regular and special meetings throughout the session and interim. Except in unusual circumstances, the meetings are open to the public, and house and senate rules require that notice of the meetings be posted.

**House meetings.** House rules require the house committee coordinator, under the direction of the Committee on House Administration, to prepare a schedule for regular meetings of all standing committees during session. This schedule is published in the daily journal and is posted outside the house chamber, outside the speaker's office, and on other posting boards located throughout the Capitol Extension.

**Senate meetings.** Notice of senate committee meetings is published in the senate agenda and is posted outside the senate chamber, outside the Secretary of the Senate's Office, and in several locations throughout the Capitol Extension. As in the house, senate committees have regular meeting times during session.

Notices and schedules are available online through [CapCentral](#) and [TLIS](#) on the legislative intranet, [TLO](#) on the Internet, and the [Legislative Reference Library](#). During the interim, notice of house and senate committee meetings can be found in the Legislative Reference Library's Daily Legislative Clipping Service.

## **Publications by Legislative Information Service Providers**

Publications are available in paper form or online through the producing agency or office (see "Legislative Information Service Providers"). Paper copies are also available at the Legislative Reference Library.

### **Constitution**

- The Texas Legislative Council publishes an update of the [Texas Constitution](#) following each election in which constitutional amendments are adopted.

### **Constitutional Amendments**

- Preceding an election, the Texas Legislative Council publishes [Analyses of Proposed Constitutional Amendments](#), which describes the proposed constitutional amendments on the ballot and includes the text of the joint resolutions proposing the amendments, ballot language and the background for each amendment, and arguments for and against passage of each measure.
- Biennially, the Texas Legislative Council updates an online publication, [Amendments to the Texas Constitution Since 1876](#), to include the most recent proposals.
- The House Research Organization publishes a report on proposed [constitutional amendments](#), which provides background information, a digest, and arguments for and against each proposed amendment submitted for voter approval.

### **Interim Activities**

- The [House Research Organization](#) publishes the *Interim News* and focus reports, which include articles on current topics of interest.
- The [Senate Research Center](#) publishes the *Capitol Clearinghouse Update*, which summarizes the activities of senate interim committees, and *In Brief* and *Research Spotlight*, which provide information on current topics of interest.

## Redistricting Information

- Before major redistricting sessions, the Texas Legislative Council prepares publications that explain the redistricting process, discuss federal and state legal requirements for redistricting, and describe the various geographic, population, and election data required for redistricting and the methods used to produce the data.

## Research Reports

- A number of research reports are available from the legislative service providers, including the Texas Legislative Council, the House Research Organization, the Senate Research Center, the Legislative Budget Board, the State Auditor's Office, and the Sunset Advisory Commission.

## Summaries of Enactments and Session Activity

- The Texas Legislative Council publishes the Summary of Enactments, which includes brief synopses of bills that were passed and joint resolutions proposing amendments to the constitution that were adopted in a legislative session. Author and sponsor names, effective dates, and the governor's explanation for any vetoes are also provided. These summaries are also available through TLIS on the legislative intranet and TLO on the Internet, where they can be accessed by bill number or through a search by author, committee, subject, or other criteria. In addition, the council publishes New, Renamed, and Abolished State Governmental Entities, which reflects changes made to state entities in a legislative session.
- The House Research Organization publishes Major Issues of the Legislature, which provides an overview of session highlights, summarizing some proposals that were approved and some that were not approved. It includes a brief review of the arguments offered for and against each measure.
- The Senate Research Center publishes Highlights of the Texas Legislature, which summarizes all legislation that passed during the session.

## Sunset Recommendations

- The Sunset Advisory Commission publishes a report to the legislature each legislative session that summarizes the commission's recommendations relating to the agencies under sunset review and the fiscal implications of each recommendation.

## Veto Messages

- The House Research Organization publishes Vetoes of Legislation, which includes a digest of each vetoed bill, the governor's stated reason for the veto, and a response concerning the veto by the author or the sponsor of the bill.
- The Legislative Reference Library website offers a comprehensive list of vetoed bills dating back to the 1st Legislature (1846). The list is organized by legislative session and includes, when available, links to the vetoed legislation and the governor's veto message. For the most recent legislative session, links to the House Research Organization's analyses of vetoed legislation are also included.
- The Texas Legislative Council publishes the Summary of Enactments, which includes, for each vetoed bill, the governor's reason for the veto as stated in the veto proclamation.

## Recordings and Broadcasts of Floor and Committee Proceedings

Floor proceedings of the senate and the house of representatives and on-site committee proceedings, both during the legislative session and during the interim, are broadcast live online, on cable television, and via mobile devices at [www.txlegis.com](http://www.txlegis.com). Video and audio broadcasts of house and senate floor and committee proceedings are archived and remain accessible through each chamber's website for several years. The [house of representatives](#) and the [senate](#) provide public access to their respective broadcasts.

Audio recordings of senate floor debate and committee hearings from the last several legislative sessions are available from Senate Staff Services, and audio recordings from earlier legislative sessions, from the 62nd Legislature, 4th Called Session (1972), to the 79th Legislature (2005), are available on the Texas State Library and Archives Commission's website. Copies of video recordings can be requested through a senator's office. Audio recordings of house floor proceedings and public hearings held by house committees since 1973 are available from House Video/Audio Services.

## Rules of Procedure, House and Senate

The Texas Constitution allows each chamber to determine the rules of its own proceedings. This is accomplished through the adoption of a resolution by each chamber after the beginning of each regular legislative session. Each chamber publishes a volume of its rules, which is distributed to members and is available to others through House Document Distribution or the Secretary of the Senate's Office. The rules of both houses are included in the *Texas Legislative Manual*. The rules are also available online from the [house of representatives](#) and the [senate](#). Paper copies of current and previous rules are available at the Legislative Reference Library and scanned copies are available on the [library's website](#).

## Senate Amendment Printings

Senate amendment printings are prepared for house bills returned from the senate with changes. The printing includes the house engrossment, the senate committee substitute if one is adopted, and all committee and floor amendments adopted by the senate.

Senate amendment printings for the current legislative session are available online through [TLIS](#) on the legislative intranet or [TLO](#) on the Internet. Copies for the current session may also be requested from House Document Distribution, and senate amendment printings from previous sessions are available from the bill files maintained by the Legislative Reference Library and the Texas State Library and Archives Commission.

Senate amendment printings from the 80th Legislature (2007) and subsequent sessions are accessible online through [TLIS](#) on the legislative intranet or [TLO](#) on the Internet.

The Texas Legislative Council drafts side-by-side analyses depicting the differences between the house and senate versions of each bill that was substituted or amended in the opposite chamber and passed out of that chamber. Side-by-side analyses for house bills can be accessed through [TLIS](#) on the legislative intranet or [TLO](#) on the Internet beginning with the 80th Legislature (2007). Side-by-side analyses for senate bills are available through [TLIS](#) on the legislative intranet beginning with the 82nd Legislature (2011).

## Session Laws

During and immediately after each legislative session, *Vernon's Texas Session Law Service* prepares paperback volumes giving complete texts, final vote totals, dates of approval, and effective dates for all bills and joint resolutions passed or adopted by the legislature. Each volume includes a subject index and tables that (1) show where each applicable new session law is to be placed in the statutes; (2) identify which statutes were affected by the new session laws; (3) identify which uncodified previous session laws were affected by the new session laws; and (4) list each enacted bill and adopted joint resolution by number and cross-reference each one to its respective session law chapter. For ordering information, call (800) 344-5008 or visit the [website](#).

The official bound volumes of the laws enacted during each session are titled *General and Special Laws of the State of Texas*. These session law volumes provide mailing addresses for members of the legislature and list the members of all standing committees. They also provide the text of all bills, joint resolutions, and concurrent resolutions passed or adopted by the legislature and the record of popular votes on all amendments proposed to the Texas Constitution from 1875 to the most recent election. For ordering information, call (800) 344-5008 or visit the [website](#).

Session laws from the first Congress of the Republic of Texas (1836) to the present are available for use at the Texas State Library and Archives Commission, and session laws from 1855 to the present are available for use in the Legislative Reference Library. Session laws from the 16th Legislature (1879) to the present also are available through the library's [Legislative Archive System](#), and scanned session laws from 1824 to 2015 are available to users in the Texas Capitol Complex through the legal research database [HeinOnline](#). The Legislative Reference Library also provides online access to tables cross-referencing bill numbers with session law chapters from the 19th Legislature (1885) to the present through its website. Session laws from the 1st to 37th Legislatures (1846 to 1921), as published in Gammel's *The Laws of Texas*, are available in the Legislative Reference Library and can be accessed online from the [University of North Texas Libraries](#).

## Statutory Revision Project Documents

The Texas Legislative Council is required by Section 323.007, Government Code, to carry out a complete nonsubstantive revision of the Texas statutes. The process involves reclassifying and rearranging the statutes in a more logical order, employing a numbering system and format that will accommodate future expansion of the law, eliminating repealed, invalid, duplicative, and other ineffective provisions, and improving the draftsmanship of the law if practicable—all toward promoting the stated purpose of making the statutes “more accessible, understandable, and usable” without altering the “sense, meaning, or effect” of the law.

Drafts of proposed code chapters being prepared for introduction as part of a bill in the next legislative session and revisor's reports on titles enacted in the previous session are published on the [council's website](#) when they are available. The Legislative Reference Library's [Texas Law Timeline](#) contains links to all the Texas Legislative Council statutory revision bills and the revisor's reports prepared with the bills. The Texas State Library and Archives Commission holds some early statutory revision records.

## Texas Legislative Handbook

This pocket-sized reference book, published by the Texas State Directory Press early in the session, contains a roster and photos of house and senate members as well as other member and committee information. The handbook is available for use in the Legislative Reference Library and is available for purchase from the publisher. For ordering information, call the Texas State Directory Press at (512) 477-5698 or visit the publisher's [website](#).

## Texas Legislative Manual

This [publication](#), produced by the Texas Legislative Council, contains the U.S. and Texas Constitutions, the house and senate rules of procedure, a list of the members of the senate and house and the standing committees of the senate and house, and a list of officers and employees of the two chambers. The manual is updated early in each session and is distributed on request to members of the house and senate. Copies can be requested from House Document Distribution. A copy is available for use in the Legislative Reference Library.

## Texas State Directory

This comprehensive guide to federal, state, and local bodies of government is published by the Texas State Directory Press. It is available for use in the Legislative Reference Library and is available for purchase from the publisher. An online version of the directory, which allows users to download individual contact information for officeholders and create online address books, is available by subscription. For ordering information, call the Texas State Directory Press at (512) 477-5698 or visit the publisher's [website](#).

## Texas Constitution and Statutes

The unannotated constitution and statutes can be accessed online at [Texas Constitution and Statutes](#). The unannotated constitution is also available in hard copy in the [Texas Legislative Manual](#) or as a separate paperback volume on request from House Document Distribution. Users can access past versions of the statutes at [Texas Constitution and Statutes \(Statutes By Date\)](#).

Annotated statutes and codes, including an archive of historical statutes and codes beginning in 1991, can be accessed by legislators and legislative staff at [LexisNexis Research Services](#), a legislative intranet application.

*Vernon's Texas Statutes Annotated* and *Vernon's Texas Codes Annotated*, commonly known as *Vernon's*, constitute a compilation of Texas law that is updated annually. Entries include the text of current law, notes on the legislative history of the law, and cross-references to related judicial cases, attorney general opinions, and law review articles.

*Vernon's Annotated Constitution of the State of Texas* contains both unannotated and annotated versions of the Constitution of the State of Texas of 1876, plus extensive interpretive and informative commentary on the history of the provisions and their application to particular constitutional questions.

The current edition of *Vernon's* is available for use in the Legislative Reference Library and at the Texas State Library and Archives Commission. The Legislative Reference Library also has recent historical bound volumes and pocket parts of *Vernon's*.

Current and historical statutes are available at the [Texas State Law Library](#). The text of Texas constitutions from 1824 to 1876 are available from the [Tarlton Law Library](#) at The University of Texas School of Law.

## Section 3: Legislative Information Service Providers

The following entities produce, maintain, or distribute legislative information discussed in this publication.

### Chief Clerk's Office

State Capitol, Room 2W.29 • P.O. Box 2910 • Austin, Texas 78768-2910 • (512) 463-0845  
• fax (512) 463-5896

The Chief Clerk's Office of the Texas House of Representatives records all bills and resolutions filed in the house and all those received from the senate and is the principal recordkeeper of all actions taken on house legislation. The Chief Clerk's Office:

- (1) maintains a record of all coauthors and joint authors who sign on to legislation;
- (2) maintains and distributes district, biographical, and membership information of current house members; and
- (3) forwards certified copies of original legislation to house committee chairs.

The Chief Clerk's Office does not provide copies of legislation. Copies of legislative documents from the current session can be requested from House Document Distribution, and copies of legislation from previous legislative sessions can be obtained from the Legislative Reference Library or viewed online through the library's Legislative Archive System.

### House Committee Coordinator's Office

Capitol Extension, Room E2.174 • P.O. Box 2910 • Austin, Texas 78768-2910 • (512) 463-0850  
• fax (512) 463-7547

The House Committee Coordinator's Office supports the operations of house standing, select, and interim committees and serves as a repository for house committee records for the current legislative session, including committee meeting minutes and witness information. The House Committee Coordinator's Office also posts committee meeting notices and handles meeting room scheduling and equipment setup.

Minutes and witness affirmation forms from previous legislative sessions are maintained by House Video/Audio Services.

### House Document Distribution

Robert E. Johnson Sr. Legislative Office Building, Plaza Level • 1501 North Congress Avenue • P.O. Box 12128 • Austin, Texas 78711-2128 • (512) 463-1144  
• e-mail: [House.DocumentDistribution@tlc.texas.gov](mailto:House.DocumentDistribution@tlc.texas.gov)

House Document Distribution, a section of the Texas Legislative Council, provides copies of house legislative documents, including legislation, calendars, rules of procedure, and interim committee reports as well as council publications and redistricting materials. Legislative documents available for distribution are generally for the current or most recent session, and printed copies may be requested by legislators and legislative offices using the Document Request Form on Capweb. The public may e-mail or call House Document Distribution to submit a request. Documents may be picked up at the plaza level reception area of the Robert E. Johnson Sr. Legislative Office Building.

Copies of legislation are available to members and legislative offices at no charge. All documents and publications are available to the public and state agencies for purchase. A price list for documents and publications available from House Document Distribution can be accessed online at <http://www.tlc.texas.gov>.

## **House Journal Clerk**

John H. Reagan Building, Room 340 • 105 West 15th Street • P.O. Box 2910 • Austin, Texas 78768-2910 • (512) 463-0855

The Office of the House Journal Clerk produces and publishes the official record of legislative and voting action taken by the Texas House of Representatives when the house is in session. The journal clerk prepares and distributes a daily journal for each calendar day the house is in session and prepares and has printed a permanent house journal of regular and special sessions. In addition, the journal clerk oversees the maintenance and operation of the house electronic voting system and certifies all record votes taken on the house floor.

## **House Research Organization**

John H. Reagan Building, Room 420 • 105 West 15th Street • P.O. Box 2910 • Austin, Texas 78768-2910 • (512) 463-0752 • fax (512) 463-1962 • <http://www.hro.house.texas.gov>

The House Research Organization (HRO), an administrative department of the house of representatives, is independently governed by a bipartisan steering committee of 15 house members who are elected by the house. The HRO publishes research reports examining state issues and analyzing proposed legislation. HRO reports are distributed to the Legislative Reference Library and the state library system and are available through the HRO website. Bill analyses also are available through TLIS on the legislative intranet and TLO on the Internet (under "Additional Documents" on the "Text" tab for a bill).

## **House Video/Audio Services**

John H. Reagan Building, Room 330 • 105 West 15th Street • P.O. Box 2910 • Austin, Texas 78768-2910 • (512) 463-0920 • fax (512) 463-5729 • <http://www.house.texas.gov/video-audio/>

House Video/Audio Services is responsible for live broadcasts and archived recordings of all meetings of the full house and of public hearings held by house committees and subcommittees.

## **Legislative Budget Board**

Robert E. Johnson Sr. Legislative Office Building, 5th Floor • 1501 North Congress Avenue • P.O. Box 12666 • Austin, Texas 78711-2666 • (512) 463-1200 • fax (512) 475-2902 • <http://www.lbb.state.tx.us>

The Legislative Budget Board assists the Texas Legislature with fiscal policy matters. The agency's staff develops a biennial budget estimates document and a general appropriations bill draft for consideration by the legislature and prepares policy analyses of programs and operations of state agencies. The staff also prepares fiscal notes and impact statements.



## Legislative Reference Library

State Capitol, Room 2N.3 • P.O. Box 12488 • Austin, Texas 78711-2488 • (512) 463-1252  
• fax (512) 475-4626 • <http://www.lrl.texas.gov>

The Legislative Reference Library is the most comprehensive repository of information relating to the Texas Legislature. The following are some of the library's most frequently used resources:

- Texas statutes and session laws
- House and senate journals
- Interim committee charges and reports
- Online databases and websites
- Cataloged Texas document collection
- Legislative bill files from the 63rd Legislature (1973) to the present and [Legislative Archive System](#) scanned bill files
- Research reports

Librarians conduct research for legislative staff and are available to assist staff and members of the public in locating appropriate materials. The library also provides the following services:

- Telephone information—A toll-free telephone number, (877) 824-7038, is in operation from the first day of session through the end of June following the session to provide information on bills and resolutions (indexed by author, subject, and number), legislative actions taken on the measures, committee members and activities, and incumbent information.
- [Index to Sections Affected](#)—The library maintains an online database listing sections in the Texas statutes that bills would add, amend, or repeal if passed.
- Bill files—The library provides access to files on bills and resolutions introduced in the house and the senate from the 63rd Legislature (1973) to the present. The files contain all versions of bills and resolutions, as well as fiscal notes, impact statements, and committee reports for bills reported out of committee. Bill files cannot be removed from the library, but documents can be viewed in person by appointment or copied. The [Legislative Archive System](#) on the library's website also provides access to scanned bill files.
- [Legislative Clipping Service](#)—Staff members compile newspaper clippings relating to issues of interest to legislators and legislative staff. Selected from newspapers across the state, the *New York Times*, and the *Wall Street Journal*, the clippings, from 1900 to the present, are available to the legislative community through the Daily Legislative Clipping Service database on the legislative intranet, where the articles can be accessed by headline, subject, date, newspaper, or columnist, and for more recent sessions, by bill number.
- Computerized legislative information—Public terminals are available for accessing [Texas Legislature Online \(TLO\)](#) and the [Texas Appointments System \(TAS\)](#). For more information on these databases, see "Texas Legislative Council—Information Systems Division" in this section.
- [Circulating collections](#)—The library acquires books, reports, studies, and state documents from other states on current issues of interest to the legislative community. Historical materials as well as recently published books are available for loan to legislators and their staffs and employees of state agencies. New materials are highlighted in a monthly listing titled [New & Noteworthy](#).

- Public access to wireless Internet—High-speed wireless connectivity to the Internet is provided for laptop computers that meet certain minimum requirements. For more information, see [TLO's wireless access page](#).

## **Secretary of the Senate**

State Capitol, Room 2E.22 • P.O. Box 12068 • Austin, Texas 78711-2068 • (512) 463-0100  
• fax (512) 463-6034 • <http://www.senate.texas.gov/sos.php>

The secretary of the senate is elected by the senate and serves as its chief executive administrator. The secretary supervises the elected officers of the senate and administers and coordinates the operation of the senate central staff, including the engrossing and enrolling clerk, the calendar clerk, the Senate Research Center, staff services, media services, the journal clerk, and the sergeant-at-arms.

The Secretary of the Senate's Office answers questions from citizens and groups from throughout the state and nation, and the secretary participates in ceremonial and social occasions as a representative of the senate. During the interim, the Secretary of the Senate's Office serves as a general administrative office, information center, and clearinghouse for staff functions.

The office provides copies of the senate rules and maintains a file of minutes of senate standing committee and subcommittee proceedings. In addition, the office provides several publications of interest to individuals involved in the political process.

## **Senate Bill Distribution**

Sam Houston Building, Room 190 • 201 East 14th Street • P.O. Box 12068 • Austin, Texas 78711-2068  
• (512) 463-0252

A division of Senate Staff Services, the Senate Bill Distribution office serves as the distribution center for copies of senate legislation. The office provides the following materials:

- Copies of all versions of each piece of legislation filed in the senate from the most recent session
- House bills reported favorably by senate committees

Copies of legislation are available to members and their staffs at no charge. Documents are available to the public and state agencies for purchase.

## **Senate Calendar Clerk**

State Capitol, Room 2E.23 • P.O. Box 12068 • Austin, Texas 78711-2068 • (512) 463-0060  
• fax (512) 463-6034

The senate calendar clerk is elected by the senate and serves as the official custodian of bills and resolutions pending in the senate. The clerk publishes the senate agenda daily during a regular or special session.

## **Senate Journal Clerk**

Capitol Extension, Room E1.812 • P.O. Box 12068 • Austin, Texas 78711-2068 • (512) 463-0050  
• fax (512) 463-9671 • <http://www.journals.senate.texas.gov/sjrn/home.htm>

The senate journal clerk is elected by the senate and is responsible for publishing the official record of the proceedings of the senate. The proceedings of the Committee of the Whole Senate and executive sessions are not part of this record.

Copies of the daily journal are available online.

## Senate Research Center

Sam Houston Building, Room 575 • 201 East 14th Street • P.O. Box 12068 • Austin, Texas 78711-2068 • (512) 463-0087 • fax (512) 463-1271 • <http://www.senate.texas.gov/src>

The Senate Research Center (SRC) prepares bill analyses for each stage of a senate bill and for house bills considered in the senate. It also conducts research for all senate offices and the office of the lieutenant governor and produces reports on issues of legislative interest.

All bill analyses prepared by the SRC are available online on the SRC website, and bill analyses prepared for selected versions of a bill can be accessed through [TLIS](#) on the legislative intranet or [\\_LO](#) on the Internet.

## Senate Staff Services

Sam Houston Building, Room 175 • 201 East 14th Street • P.O. Box 12068 • Austin, Texas 78711-2068 • (512) 463-0430

Senate Staff Services processes and maintains records generated by the proceedings of the Texas Senate. The office houses audio recordings of senate committee meetings and floor debates, keeps copies of the minutes of senate committee meetings, and operates the Senate Bill Distribution office. Live broadcasts and archived recordings of recent senate floor proceedings and committee meetings can be accessed on the senate's website.

## State Auditor's Office

Robert E. Johnson Sr. Legislative Office Building, 4th Floor • 1501 North Congress Avenue • P.O. Box 12067 • Austin, Texas 78711-2067 • (512) 936-9500 • fax (512) 936-9400 • <http://www.sao.texas.gov>

The State Auditor's Office (SAO), authorized by Chapter 321, Government Code, performs audits, reviews, and investigations of any entity receiving state funds, including state agencies and higher education institutions. Audits are performed in accordance with generally accepted government auditing standards, which include standards issued by the American Institute of Certified Public Accountants. The SAO provides the following services to support the Texas Legislature:

- **Audits**—Performs audits of agency and higher education institution operations to ensure the quality and accuracy of information used for financial reporting and decision making. This area includes the Investigations and Audit Support Team, which investigates fraud and abuse of state funds and resources.
- **Professional Development**—Develops and provides training courses that are designed to improve the knowledge and skills of government leaders. The courses are open to the public but are designed primarily for city, county, and state government employees.
- **State Classification**—Maintains and advises agencies about the state classification plan and conducts classification compliance audits.

Reports, including State Classification reports, are available online from the SAO website or by calling (512) 936-9500.

## **Sunset Advisory Commission**

Robert E. Johnson Sr. Legislative Office Building, 6th Floor • 1501 North Congress Avenue  
• P.O. Box 13066 • Austin, Texas 78711-3066 • (512) 463-1300 • fax (512) 463-0705  
• <https://www.sunset.texas.gov/>

The Sunset Advisory Commission evaluates the programs and functions of state agencies scheduled for termination under the Texas Sunset Act with an eye toward eliminating unnecessary elements of Texas government while improving needed functions and agencies. Commission members sponsor legislation to implement sunset recommendations. The commission also reviews compliance with sunset legislation from the previous session and reports those findings to the legislature.

Sunset staff reports and other agency publications may be viewed on or downloaded from the commission's website.

## **Texas Legislative Council**

- **Information Systems Division — (512) 463-1160**
- **Legal Division — (512) 463-1151**
- **Research Division — (512) 463-1143**

Robert E. Johnson Sr. Legislative Office Building, 3rd Floor • 1501 North Congress Avenue • P.O. Box 12128 • Austin, Texas 78711-2128 • <http://www.tlc.texas.gov> (public website) • <http://gtlc> (intranet site detailing TLC services)

The information systems division of the Texas Legislative Council (TLC) supports online access to legislative information through a number of legislative applications, databases, and websites. Legislators and their staffs have access to all of these resources in their Capitol and district offices. Public access to much of the same information is available through the Internet (at TLO) and through public terminals in the Legislative Reference Library.

Legislative information provided through the applications and websites developed and maintained by the information systems division includes bill text and history, information about committee meetings, reports, and membership, and video and audio recordings of meetings. Access to the Texas Constitution and statutes and information on districts is also provided.

The legal division of TLC provides nonpartisan legal services for all members of the Texas Legislature and the lieutenant governor. The primary service provided by the legal division attorneys consists of drafting legislative and other legal documents, and the division also is responsible for the statutory revision program.

The staff of the research division of TLC drafts resolutions, bill analyses, and side-by-side comparisons of certain versions of bills, provides mapping and redistricting services, and undertakes statistical and other nonpartisan policy issue research for all legislators, legislative committees, and the lieutenant governor.

Publications and detailed information about council services may be found online through the TLC website.

## **Texas State Library and Archives Commission**

Lorenzo de Zavala State Archives and Library Building • 1201 Brazos Street • P.O. Box 12927 • Austin, Texas 78711-2927 • (512) 463-5455 • fax (512) 463-5430 • <https://www.tsl.texas.gov>

The Texas State Library and Archives Commission houses records of Texas government from the Spanish colonial era through the present. Its resources include the following:

- Copies of bills and resolutions introduced from the first Congress of the Republic of Texas in 1836 through the 62nd Legislature, 4th Called Session (1972)
- Legislative, executive, judicial, and military records, as well as the official records of many Texas leaders
- Digitized versions of audio recordings of senate public committee hearings and floor debates from the 62nd Legislature, 4th Called Session (1972), to the 79th Legislature, 3rd Called Session (2006)
- Texas session laws

Materials cannot be checked out from the archives, but some items in the reference and documents collections are allowed to circulate. Copies are available for a nominal fee.





