2020 Session of the Virginia General Assembly

The Legislative Information System and Lobbyist-in-a Box

http://lis.virginia.gov

2020 SESSION
Convenes January 8, 2020

Bills & Resolutions: Status of individual bills and related information
General Assembly Members: Member sponsored legislation
Standing Committees: Legislation referred to committee
State Budget: Budget bills, committees and summaries
Meetings: House and Senate committee meeting schedule
Statistics: Session statistics
Lobbyist-in-a-Box: Subscription-based bill tracking service
Cumulative Index: Subject index of bills and resolutions

Need help tracking legislation?
Try the Legislative Information System and Lobbyist-in-a-Box.
DLAS - 804-786-9631
To subscribe to LIAB contact Virginia Interactive
804-318-4133
The 2020 General Assembly Session

How Bills Become Laws

The process of introducing legislation to be considered by the General Assembly and ultimately enacted into law is outlined in the Constitution of Virginia, Rules of the Senate, and the Rules of the Virginia House of Delegates.

(See Virginia General Assembly Home Page http://virginiageneralassembly.gov for these publications and other legislative resources.)

• Bills may originate in either the Senate or the House of Delegates.

• A Senator or Delegate, as requested by constituents, prepares to introduce legislation by explaining the proposal he/she has in mind to a staff attorney in the Division of Legislative Services. A staff attorney checks existing law and the constitutionality of the proposed legislation.
Prefiling Legislation for 2020

The 2020 session is the 1st year of a two year session cycle. Bill numbers begin with **House Bill 1** and **Senate Bill 1**.

<table>
<thead>
<tr>
<th>SUN</th>
<th>MON</th>
<th>TUES</th>
<th>WED</th>
<th>THURS</th>
<th>FRI</th>
<th>SAT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>2</td>
<td>3</td>
<td>4</td>
<td>5</td>
<td>6</td>
<td>7</td>
</tr>
<tr>
<td><strong>Prefiling began on Monday, November 18, 2019</strong></td>
<td></td>
<td></td>
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<tr>
<td>8</td>
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<td>10</td>
<td>11</td>
<td>12</td>
<td>13</td>
<td>14</td>
</tr>
<tr>
<td>15</td>
<td>16</td>
<td>17 Governor Introduces the Budget</td>
<td>18</td>
<td>19</td>
<td>20</td>
<td>21</td>
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<tr>
<td>22</td>
<td>23</td>
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<td>25</td>
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<td>27</td>
<td>28</td>
</tr>
<tr>
<td>29</td>
<td>30</td>
<td>31</td>
<td>1 JANUARY</td>
<td>2</td>
<td>3</td>
<td>4</td>
</tr>
<tr>
<td>5</td>
<td>6</td>
<td>7</td>
<td>8 (1) Prefiling ends at 10:00 a.m</td>
<td>9 (2)</td>
<td>10 (3)</td>
<td>11 (4)</td>
</tr>
</tbody>
</table>

*Notes:*
- All drafts of legislation to be prefiled available for review by midnight.
- Governor introduces the Budget on December 17, 2019.
- Prefiling ends at 10:00 a.m. on January 8, 2020.
- All requests for drafts, redrafts, and corrections of legislation to be prefiled to Legislative Services by 5:00 p.m.
General Assembly Session Convenes

Members do have bill limits. In an even session year, House and Senate members can introduce unlimited numbers of prefilled bills.

All prefilled bills, House and Senate, must be submitted by 10 a.m. on the first day of session.

- SESSION CONVENES – Wednesday, January 8, it is 60 days long.

After Prefiling (After session begins)

House members have a 5 bill limit. Senate members have an 8 bill limit.
### Virginia State Senate elections, 2019

<table>
<thead>
<tr>
<th>Party</th>
<th>Before November 5, 2019</th>
<th>After November 5, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Democratic Party</td>
<td>19</td>
<td>21</td>
</tr>
<tr>
<td>Republican Party</td>
<td>20</td>
<td>19</td>
</tr>
<tr>
<td>Vacancies</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>40</strong></td>
<td><strong>40</strong></td>
</tr>
</tbody>
</table>

### Virginia House of Delegates elections, 2019

<table>
<thead>
<tr>
<th>Party</th>
<th>Before November 5, 2019</th>
<th>After November 5, 2019</th>
</tr>
</thead>
<tbody>
<tr>
<td>Democratic Party</td>
<td>48</td>
<td>55</td>
</tr>
<tr>
<td>Republican Party</td>
<td>51</td>
<td>45</td>
</tr>
<tr>
<td>Vacancies</td>
<td>1</td>
<td>0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>100</strong></td>
<td><strong>100</strong></td>
</tr>
</tbody>
</table>

**SENATE MEMBERS**
- John J. Bell (Elect)
- Ghazala F. Hashmi (Elect)
- Jennifer A. Kiggans (Elect)
- Joseph D. Morrissey (Elect)
- Todd E. Pillion (Elect)

**HOUSE MEMBERS**
- Alex Q. Askew (Elect)
- G. "John" Avoli (Elect)
- Amanda E. Batten (Elect)
- Joshua G. Cole (Elect)
- Carrie E. Coyner (Elect)
- Nancy D. Guy (Elect)
- Dan I. Helmer (Elect)
- Sally L. Hudson (Elect)
- Clinton L. Jenkins (Elect)
- Martha M. Mugler (Elect)
- Chris S. Runion (Elect)
- Don L. Scott (Elect)
- Shelly A. Simonds (Elect)
- Suhas Subramanyam (Elect)
- Wendell S. Walker (Elect)
- William C. Wampler III (Elect)
- Rodney T. Willett (Elect)
- Scott Wyatt (Elect)
See How My Delegate or Senator Voted

Click on the words, delegate or senator to view members votes.
Bill Cut Off For Bills that Amend the Code of Virginia

Friday, January 17 – Bill cut off. Final date members can submit any legislation for introduction.

Log-in and use Lobbyist in a Box today! No new bills after January 17th!

- The bill is referred to the appropriate Standing Committee by the Senate Clerk or the House Speaker and ordered printed. The Senate has 11 Standing Committees and the House of Delegates has 14 Standing Committees.
The members of the Committee in public session study, discuss, and vote on the bill.

### 2020 SESSION

**LEGISLATIVE COMMITTEES**
Committee information includes membership, regularly scheduled meeting time and a linked list of bills and resolutions in committee. View House or Senate committee statistics.

**HOUSE COMMITTEES**
- Agriculture, Chesapeake and Natural Resources
- Appropriations
- Commerce and Labor
- Counties, Cities and Towns
- Courts of Justice
- Education
- Finance
- General Laws
- Health, Welfare and Institutions
- Militia, Police and Public Safety
- Privileges and Elections
- Rules
- Science and Technology
- Transportation

**SENATE COMMITTEES**
- Agriculture, Conservation and Natural Resources
- Commerce and Labor
- Courts of Justice
- Education and Health
- Finance
- General Laws and Technology
- Local Government
- Privileges and Elections
- Rehabilitation and Social Services
- Rules
- Transportation

The Clerk of the Senate refers all Senate bills upon introduction.

The Speaker of the House refers all house bills. House bills are introduced with the status **Committee referral pending**. Because we will have a new Speaker this year, we don’t expect House bills to begin to be referred until after session begins.
The Committee then reports ("approves") the bill, with or without amendments, to the floor of the originating body (Senate or House of Delegates).
How Do I Find a Bill?
Type a Bill Number in the Search Box
A Typical Bill History
HB 28 (2018)

HB 28 Voter registration list maintenance; due date of annual report.
Introduced by: Mark L. Cole | all patrons ... notes | add to my profiles

SUMMARY AS PASSED: (all summaries)
Voter registration list maintenance; due date of annual report. Clarifies that the annual report made by the Department of Elections on its activities undertaken to maintain the Virginia voter registration system is due by October 1. The report is required to contain the methodology used in gathering and analyzing the report’s data. The bill requires the Commissioner of Elections to certify that such data is accurate and reliable. The bill further clarifies that information regarding the Department’s list maintenance activities arising comparisons with other states is to be included in this annual report.

FULL TEXT
11/28/17 House: Prefiled and ordered printed; offered 01/10/18 18101109D pdf | impact statement
02/06/18 House: Printed as engrossed 18101109D-E pdf | impact statement
03/01/18 House: Bill text as passed House and Senate (HB28ER) pdf | impact statement
03/23/18 Governor: Acts of Assembly Chapter text (CHAP0460) pdf

AMENDMENTS
House subcommittee amendments and substitutes
House committee and floor amendments
Senate amendments
Senate amendments engrossed

View all summaries - Summaries are written by attorneys in Legislative Services. Summaries may change as the bill goes through its life cycle.

.pdf shows full text with line numbers.

Impact statements - Fiscal impact statements on bills. Posted by state agencies such as Planning and Budget and Taxation.

If there are amendments of any kind, they are listed separately under this link.
*NEW for 2020 – LIAB Notification for Impact Statements on Bills

Impact statements - Fiscal impact statements on bills. Posted by state agencies such as Planning and Budget and Taxation.

This is the new LIAB Impact Statement notification.

*New – Enable the Impact Statement option here...
HB 28 – Bill History

Bill History, Also Called the Bill Status

11/28/17 House: Prefiled and ordered printed; offered 01/10/18 18101109D
11/28/17 House: Referred to Committee on Privileges and Elections
01/22/18 House: Assigned P & E sub: Subcommittee #4
01/29/18 House: Subcommittee recommends reporting with amendment (7-Y 0-N)
02/02/18 House: Reported from Privileges and Elections with amendment (22-Y 0-N)
02/05/18 House: Read first time
02/06/18 House: Read second time
02/06/18 House: Committee amendment agreed to
02/06/18 House: Engrossed by House as amended HB28E
02/06/18 House: Printed as engrossed 18101109D-E
02/07/18 House: Read third time and passed House BLOCK VOTE (98-Y 0-N)
02/07/18 House: VOTE: BLOCK VOTE PASSAGE (98-Y 0-N)

Committee or subcommittee membership and info.

1st Reading
2nd Reading
3rd Reading

House committee vote-this is action taken on a bill, in committee. When it passes out of committee with 0-nay votes it goes on the Uncontested Calendar (not controversial). With one Nay vote, it goes on the Regular/Contested Calendar for full House consideration.

House floor vote – this bill passes. Now, on to the Senate.
Bill Crossover

Tuesday, February 11, 2020 - Bill crossover. Both bodies have to complete their own legislation by midnight.

HB 28 – Now it is in the Senate

1st Reading
02/08/18 Senate: Constitutional reading dispensed

2nd Reading
02/08/18 Senate: Referred to Committee on Privileges and Elections
02/20/18 Senate: Reported from Privileges and Elections with amendment (14-Y 0-N)
02/22/18 Senate: Constitutional reading dispensed (40-Y 0-N)
02/23/18 Senate: Read third time
02/23/18 Senate: Reading of amendment waived
02/23/18 Senate: Committee amendment agreed to
02/23/18 Senate: Engrossed by Senate as amended
02/23/18 Senate: Passed Senate with amendment (38-Y 0-N)

3rd Reading
02/27/18 House: Placed on Calendar
02/27/18 House: Senate amendment agreed to by House (99-Y 0-N)

Senate committee vote - this is action taken on a bill, in committee.

Senate floor vote – this House bill passes the Senate with an amendment.

House floor vote – the House agrees to the Senate amendment on this House bill.

This bill is now passed both bodies, on to the Governor.
HB 28 (2018) – Passes the Senate, on to the Governor

This bill is Chapter 460 in the Acts of Assembly for 2018. The final version of the bill, the very last statement in the text, will note if the effective date is different than July 1. Most bills become effective on July 1.

Saturday, March 7, 2020 - Last day of the 2020 session. Sine die. Most always occurs on Saturday unless the session is extended by an operating resolution.

Wednesday, April 22, 2020 - Reconvene session.
The Virginia Law Portal

2020 SESSION
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State Budget: Budget bills, committees and summaries
Daily Floor Calendars: Legislative agendas
Communications: Legislation communicated between houses
House Minutes / Senate Minutes: Record of floor sessions
Meetings: House and Senate committee meeting schedule
Statistics: Session statistics
Lobbyist-In-a-Box: Subscription-based bill tracking service
HB28 in the 2018 Session passed and became Chapter 460.

That Chapter amended Code of VA sections 24.2-404 and 24.2-404.4.

See section 24.2-404, its history references 2018, Chapter 460.
### Law Portal - Other Resources

<table>
<thead>
<tr>
<th>Category</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td>Virginia Administrative Code</td>
<td>Governs Activities of Administrative Agencies of Government</td>
</tr>
<tr>
<td>Constitution of Virginia</td>
<td>Outlines the Structure of State Government</td>
</tr>
<tr>
<td>Charters</td>
<td>Document that Lays Out Privileges, Rights of Self Government</td>
</tr>
<tr>
<td>Authorities</td>
<td>Serves a Public Interest, Public Purpose, Shall Promote the Health, Safety, Welfare, Convenience or Prosperity of the People of the Commonwealth</td>
</tr>
<tr>
<td>Compacts</td>
<td>Interstate Agreement Between Two or More Signatory States That is Approved by Congress.</td>
</tr>
<tr>
<td>Uncodified Acts</td>
<td>Acts of Special Application to Persons, Things or Places, Not Part of the Code of Virginia, Limited in Duration of Time and Effect</td>
</tr>
</tbody>
</table>
The Virginia Budget Portal

Overview
The Virginia State Budget Portal is a public website that makes Virginia’s budget information easier to navigate and search. The portal offers an easy-to-use interface to view Budget Bills, Budget Amendments, and Committee Reports related to the budget, present and in the past.
Virginia Budget Background

• Biennial process – two-year budgets – Fiscal years start July 1.

• Even year “long” (60 day) sessions – create new budget (and amend remaining budget)

• Odd year “short” (46 day) sessions – amend existing budget

• Budget has 4 parts –

  1 - Operating Expenses – itemizes dollars appropriated to state agencies, including central appropriations, independent agencies and state grants to nonstate agencies; dollars identified by program (per item), subprogram and fund source.

  2 - Capital Projects – itemizes dollars appropriated for one-time costs of building, improving, or repairing government facilities and only agencies for which funds have been appropriated for capital projects will be displayed; dollars identified by project (per item) and fund source.

  3 - Miscellaneous - sets forth actions affecting state debt, various revenue transactions, and inter-fund transfers; transfers from various non-general funds to the general fund; sets forth lines of credit to various departments; and details specific types of taxes and fees.

  4 - General Provisions - sets forth general operating policies that govern the generation of state revenues and disbursement of appropriations.
View a Budget Bill Item’s amendments.

2018 Session
Budget Bill - HB30 (Introduced)
Bill Order » Legislative Department

Click the Item number to open it…

Legislative Department
General Assembly of Virginia

View previous, or next Item…print, create pdf or email the item too!

View this Items amendments!
View a Budget Item’s Amendments

After the Budget is Introduced on December 17th, members begin to submit amendments to Items.

Click the Item number to open it...

Later in session, the committee reports out amendments they approve.

Some amendments may be approved on the floor....

Finally, amendments are approved by the conference committee.
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**Statistics:** Session statistics

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### 2020 SESSION MEETINGS (subject to change)

<table>
<thead>
<tr>
<th>Date</th>
<th>Time</th>
<th>Location and Event</th>
</tr>
</thead>
<tbody>
<tr>
<td>01/02/20</td>
<td>10:00 a.m.</td>
<td>Public Hearing: Governor’s Proposed 2020-22 Biennial State Budget (Hearing Notice)</td>
</tr>
<tr>
<td>01/02/20</td>
<td>10:00 a.m.</td>
<td>Public Hearing: Governor’s Proposed 2020-22 Biennial State Budget (Hearing Notice)</td>
</tr>
</tbody>
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**COMMONWEALTH OF VIRGINIA GENERAL ASSEMBLY**

**PUBLIC HEARINGS NOTICE**

GOVERNOR’S PROPOSED 2020-2022 BIENNIAL STATE BUDGET

NOTICE IS HEREBY GIVEN THAT THE HOUSE APPROPRIATIONS AND SENATE FINANCE COMMITTEES OF THE VIRGINIA GENERAL ASSEMBLY WILL HOLD REGIONAL PUBLIC HEARINGS ON THE GOVERNOR’S PROPOSED 2020-2022 BIENNIAL STATE BUDGET, AS FOLLOWS:

**THURSDAY, JANUARY 2, 2020**
(Hearings begin at 10:00 a.m.)

- Northern Virginia — George Mason University, Hytton Performing Arts Center, Gregory Family Theatre (10960 George Mason Circle, Manassas, VA 20109)
- Blacksburg — Virginia Tech, Classroom Building, Room 206 (1455 Perry Street, Blacksburg, VA 24060)
- Hampton Roads — Old Dominion University, Virginia Modeling, Analysis and Simulation Center (1651 E. Pham Rd., Richmond, VA 23228)

The purpose of the hearings is to receive comments on the Governor’s proposed 2020-22 biennial state budget. Those persons wishing to speak may register at each hearing site no earlier than one hour prior to the start of the hearing.

Speakers will be taken in the order of registration. Each person may register only one speaker at a time. Speakers are asked to limit their comments to three minutes or less. Speakers representing government groups and organizations should consolidate remarks to reduce duplication. Persons unable to attend may submit their written comments to either:

Delegate S. Chris Jones
P.O. Box 406
Pocahontas Building
Richmond, Virginia 23216

OR

Senator Thomas K. Norment, Jr.
Senator Emmett W. Hanger, Jr.
P.O. Box 396
Pocahontas Building
Richmond, Virginia 23218

People with disabilities may request reasonable accommodations by calling (804) 698-7400. All requests for reasonable accommodations must be received by 5:00 p.m., Monday December 16th, 2019. Upon request, sign language interpreters will be provided at the specific locations as identified in this Public Hearing Notice.
NEW 2018 Reports to the General Assembly

2019 SESSION
Convenes January 9, 2019

Visit the Help Center to learn more about the features of the Reports to the General Assembly.

VIRGINIA LAW PORTAL
Code of Virginia
Virginia Administrative Code
Constitution of Virginia
Charters
Authorities
Compacts
Uncodified Acts
RIS Users (account required)

SEARCHABLE DATABASES
Bills & Resolutions
session legislation
Bill Summaries
session summaries

REPORTS TO THE GENERAL ASSEMBLY

Published Documents
Published
Pending
Overdue
Report Notifications
Legislative Liaisons

Published: 2017
Author: Office of the Governor
Enabling Authority: Code of Virginia

HD1 - Budget Bill

Statement of Purpose
The Division of Legislative Automated Systems (DLAS) is charged with tracking, managing, and disseminating General Assembly publications through print and electronic media. There are two types of documents defined as General Assembly publications: 1) Legislative (House and Senate) documents, and 2) Report documents.

If you are tasked with submitting a Report document or a House or Senate Document click Publication Guidelines for full instructions.
Click either link to log-in to LIAB.

Click guide…

Lobbyist-in-a-Box guide for assistance, including instruction on how to use the site, how to set up a profile, and how to track bills.
Lobbyist-In-A-Box (LIAB)  
On-line Free Registration  
Track 5 Bills in 1 Profile

<table>
<thead>
<tr>
<th>Help</th>
</tr>
</thead>
<tbody>
<tr>
<td>Lobbyist-in-a-Box provides users with &quot;profiles&quot; for tracking and reporting legislation.</td>
</tr>
</tbody>
</table>

- Training  
- Free Service  
- Fee-based Registration  
- Creating Profiles  
- Managing Your Profiles  
- Creating Reports  
- Creating Comma-Separated Values files  
- Frequently Asked Questions  
- Contact our Help Desk

Free Service:  
You may track up to 5 bills in one Lobbyist-in-a-Box "profile" without charge. To register you'll need to fill in your desired user ID and password, your first and last name, and your email address.

Visit VIPNet's registration form to sign up.
LIAB Free Registration Page

Legislative Tracking Service Registration

Thank you for your interest in the Legislative Tracking Service. This service allows you to track up to 5 bills in one "profile." If your legislative tracking needs require additional profiles or the capacity to track additional bills, you must become a Lobbyist-In-A-Box, LIAB, subscriber. For more information about becoming a Lobbyist-In-A-Box subscriber, visit the LIAB information page. To access the Legislative Tracking Service, please complete the registration form below. All fields are required. Please enter only alpha-numeric characters in the fields (no symbols). Your password must be a minimum of five (5) characters. Current strength requires at least one letter be upper case and one lower case. Create a password that will be easy for you to remember, but it should not be easily guessed by others. If you have registered but have forgotten your password, please contact Virginia Interactive: 804 318-4133 or customerservice@virginiainteractive.org

1) Create your own login name and password.

Desired Login Name: legisds
Password: ******
Re-enter Password: ******
First Name: Diane
Last Name: Smith
Your Email Address: dsmith@email.com

2) Click to register.

3) Next Screen - it tells you an e-mail will be sent to you to confirm your registration.

Your account registration was successful. In order to use your free LIAB profile, you must activate your login and password. You can activate your login and password by clicking the link included in the registration confirmation email that has been sent to the email address you provided (seaborn1@cavtel.net).

Be sure to remember the ID and Password that you selected. The Email will not tell you what they were!
You Can Login from LIS Home
Change Password there!
Lobbyist-In-A-Box
Logging In

Next Screen reads:
Login successful!

Continue
Set User Preferences

Choose to type in a primary email for this account ID – OR NOT. It is not required. This default email populates in every email location throughout. It will only accept one default email address.

Email Notification turned on or off for all profiles under this ID.
Create Your Profile

Track bills by receiving e-mail notification when bills are introduced, offered by patron(s), referred to committee(s), or that contain specific keyword(s).

It will also send emails when changes occur to bills contained in your profiles.
Profile Properties

Note: Profile name assigned is “My Profile” as the default name and the description includes the date and time of creation. With the free service you can have one profile. As a paid subscriber you can have 100 profiles with 300 bills in each profile.
1) Change your profile name to something unique – your name, the subject you are tracking, etc…This name must be one word with no spaces or special characters.

2) After you modify the profile or description fields – click change to update.

3) Select frequency of notifications for this profile – hourly or daily.

4) This changes the screen you see when you login to the application. Only if you have multiple profiles does this apply. Also, if you share an ID with someone else, keep this option set to NO.
1. We have changed the profile name to AbsentVote. Profile names have to be 1 word with no spaces or special characters like underlines.

2. We tabbed over to the description field and typed a few words or a sentence that describes what this profile is for (e.g. Bills on Absentee Voting).

3. When you successfully change the name of the profile, you see the new name here.
Minimize or maximize each side.

Minimize or maximize each side.
Manually Add Bills to Profile

Help me select bills...

- introduced by date
- offered by patron
- referred to committee
- that contain a phrase
- by subject

Put these specific bills in my profile:

hb1628, sb1026

Type in bill numbers and click add...use a comma to separate the bill numbers.

You must use a comma to separate email addresses.

Now see bill numbers in your AsentVote profile.
Help me select bills…
Tools to Add Bills to Profile

View and select legislation on the **date** it was prefiled or offered.

View and select legislation by Delegates and Senators (**patrons**).

View and select legislation referred to House & Senate **committees**.
Add Bills to Your Profile that Contain a Phrase

Using an asterisk after a root word will provide all variations of the word.

For example: absent* will provide the word absent, absentee, absentia and 24.2* will provide any bill that contains sections in Code of Virginia Title 24.2, Elections.

1) Search by a phrase.

2) Key in a search word or phrase.

Note: Different search statements can be entered using any of three logic conditions: "and", "or", and "and not"
Search by Phrase or Keyword

1) Click box to receive an e-mail when future bills are offered with this phrase.

2) Click box on bills you want to add...

3) Click submit/return to add bills.

This bill with * is already on your bill tracking list.
Search Phrase (Show Hits)

Click (show hits) and the search phrase will appear highlighted.

House Bill No. 1620
Offered January 9, 2019
Prefiled October 9, 2018

A BILL to amend and reenact §§ 2.2-106, 24.2-102, and 24.2-103 of the Code of Virginia, relating to State Board of Elections; membership; appointment of Commissioner of Elections.

Patrons-- Ransone (By Request), Cole, LaRock and Thomas

Committee Referral Pending

Be it enacted by the General Assembly of Virginia:

1. That §§ 2.2-106, **24.2-102**, and **24.2-103** of the Code of Virginia are amended and reenacted as follows:

§ 2.2-106. Appointment of agency heads; disclosure of resumes; severance.
Add Bills to Your Profile Indexed by Subject

1) Click a subject to display a list of bills by that subject. These are the same subjects you will find under the Cumulative Index on the LIS home page.

2) Click box on bill(s) you want to add...

3) Click submit to add bill(s) to your profile.

These bills with * are already on your bill tracking list.
E-Mail Notification - Introduced

1) Options to receive e-mail notifications by 1) all bills introduced, 2) by patron, or 3) when it is referred to committee, etc.…

BUT….if you click the option introduced – enabled, you will receive notification for EVERYTHING that is introduced. HB’s, SB’s, HJ’s, SJ’s, HR’s and SR’s.

-if you don’t want that, don’t click it!

2) If you want to receive notification when any type of bill is introduced…

3) …click the word introduced so that the words introduced – enabled appear.
E-Mail Notification - Offered With A Phrase

To receive e-mail notifications when a bill is introduced with a phrase, click **phrase**...

Type in the phrase, click **search**....

...then select and click **submit/return** to put search phrase on email notification list.
LIAB E-Mail Notification

- This is what it looks like

1) LIS/LIAB e-mails are sent from Support – click notification list to open.

2) Click in box to select bill and click ‘add bills’ to add it to your profile.

Click (show hits) to remember / view what your search phrase was.
E-Mail Notification When The Bills in Your Profile Have ANY Status Change

These are the bills that are now stored in the AbsentVote profile.

Add multiple email addresses but you MUST use a COMMA to separate the addresses. Do not split an email address up on 2 lines and use only up to 100 characters in the box.

Note: To receive e-mail notifications when the bills stored in the profile change, you MUST click on status change so that it reads -enabled (To disable - click status change again)

Lobbyist-in-a-Box
profile list | properties | composite view | report | csv file | help
AbsentVote: Bills on Absentee Voting

Maintain bills in this profile

Set up notification for this profile

Help me select bills...
- introduced by date
- offered by patron
- referred to committee
- that contain a phrase
- by subject

Notify me when any bills are... (?)
- introduced
- offered by patron
- referred to committee
- offered with a phrase
"absent* and 24.2*"

Notify me when my bills... (?)
- have any status change - enabled
- only appear on a docket
- only have new text versions

Notify me at email address:
dseaborn@email.virginia.gov, bhicks@dls.virginia.gov

update
E-Mail Notification for ANY Status Change - Show Bills Only or Show Latest History

Toggle between show bills only... and show latest history
E-Mail Notification When Your Bills are Placed on an Agenda in the House or a Docket in the Senate

[Lobbyist-in-a-Box]

Help me select bills...
- introduced by date
- offered by patron
- referred to committee
- that contain a phrase

"absent* and 24.2**"

Notify me when any bills are... (?)
- introduced
- offered by patron
- referred to committee
- offered with a phrase

"absent* and 24.2**"

Notify me when my bills... (?)
- have any status change - enabled
- only appear on a docket - enabled
- only have new text versions

Notify me at email address:

dseaborn@email.virginia.gov

Either of these two options will ensure that you receive notification when a bill is placed on an Agenda in the House or a Docket in the Senate.
E-Mail Notification – Agenda in the House

Notification when a bill appears on a House agenda.

Click the link provided in the email to the House Agenda

...see the bills here that were added to the House Agenda

HB 271
HB 897
E-Mail Notification – Dockets in the Senate

Notification when a bill appears on a Senate Docket.

Click the link provided in the email...

...see the bills here that were added to the Senate Docket.
E-Mail Notification – Bills with new text versions

Notification when a bill has a full text change.

Enable the option for just new text versions of bills...

…click the link provided in the email...

…see the bills that have new text versions
*NEW for 2020 – LIAB Notification for Impact Statements on Bills*

**HB 28 Voter registration list maintenance; due date of annual report.**

Introduced by: Mark L. Cole | all patrons ... notes | add to my profiles

**SUMMARY AS PASSED:** (all summaries)

Voter registration list maintenance; due date of annual report. Clarifies that the annual report made by the Department of Elections on its activities undertaken to maintain the Virginia voter registration system is due by October 1. The report is required to contain the methodology used in gathering and analyzing the report’s data. The bill requires the Commissioner of Elections to certify that such data is accurate and reliable. The bill further clarifies that information regarding the Department’s list maintenance activities arising out of list comparisons with other states is to be included in this annual report.

**FULL TEXT**

11/28/17 House: Prefiled and ordered printed; offered 01/10/18 18101109D post

Impact statements-
Fiscal impact statements on bills. Posted by state agencies such as Planning and Budget and Taxation.

*New – Enable the Impact Statement option here…*

This is the new LIAB Impact Statement notification.
Add Personal Notes to the Bills you are Tracking

1) Click on any bill number in your profile to open the bill history.

2) Click on notes to add a personal note to this bill.
Add a Note to a Bill

HB 1628 Absentee voting; persons age 65 or older.
Patron - C.E. Cliff Hayes, Jr. (all patrons) ..... notes

Enter your notes in the text box and press save.

Type any text you desire in this box.

When you add an note no one else can read the text.

Note text is secure by your User ID.

Click save my note to add your note to this bill.

Next screen – Click Continue. Now this bill contains your note.

Done!

Continue

Legislative Information System
View the Bills in Your Profile

Composite View

For a status view of the bills in your profile click: composite view.
## Composite View
### View the Bills and Your Notes

**Lobbyist-in-a-Box**

profile list | this profile | report | csv file | help

**AbsentVote: Bills on Absentee Voting**

<table>
<thead>
<tr>
<th>Bills</th>
<th>Committee</th>
<th>Last action</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>HB 1617 - Cole - Campaign finance; prohibited personal use of campaign funds, civil penalty.</td>
<td>(H) Referral Pending</td>
<td>(H) Committee Referral Pending</td>
<td>09/14/18</td>
</tr>
<tr>
<td>HB 1620 - Ransone - Elections, State Board of; membership, appointment of Commissioner of Elections.</td>
<td>(H) Referral Pending</td>
<td>(H) Committee Referral Pending</td>
<td>10/09/18</td>
</tr>
<tr>
<td>HB 1628 - Hayes - Absentee voting; persons age 65 or older.</td>
<td>(H) Referral Pending</td>
<td>(H) Committee Referral Pending</td>
<td>10/23/18</td>
</tr>
<tr>
<td>HR 1026 - Spruill - Absentee voting; no-fault absentee.</td>
<td>(S) Committee on Privileges and Elections</td>
<td>(S) Referred to Committee on Privileges and Elections</td>
<td>10/17/18</td>
</tr>
</tbody>
</table>

**Email complete list (include message below, if desired):**

```
dseaborn@email.virginia.gov [submit]
```

Sort your view by **Date**

- **Click view** to see your Notes!
- **Click view** to turn off your Notes!

Use this box to send this composite view to yourself or to multiple e-mail addresses. Just use a comma between addresses.

Use this space to type an additional message with the e-mail.
View the Bills in Your Profile
Create a Report

For a text report view of the bills in your profile click: report.

Click desired boxes – you are choosing what you will display in the report.

Note: click view it now and the report will be displayed on your screen. Or click email it, you will receive an html document in email.

*see next page...
Lobbyist-in-a-Box: (AbsentVote) Bills on Absentee Voting

**HB 1617** Campaign finance; prohibited personal use of campaign funds, civil penalty.
*Chief patron:* Cole  
09/14/18 House: Prefiled and ordered printed; offered 01/09/19 19100359D  
09/14/18 House: Committee Referral Pending

**HB 1620** Elections, State Board of; membership, appointment of Commissioner of Elections.
*Chief patron:* Ransone  
10/09/18 House: Prefiled and ordered printed; offered 01/09/19 19100589D  
10/09/18 House: Committee Referral Pending

**HB 1628** Absentee voting; persons age 65 or older.
*Chief patron:* Hayes  
10/23/18 House: Prefiled and ordered printed; offered 01/09/19 19100383D  
10/23/18 House: Committee Referral Pending
View the Bills in your Profile
Create a Spreadsheet

CSV file (comma separated value)

1) Click csv file...

2) Click desired boxes to display that information in the spreadsheet.

3) Click view it now to see spreadsheet immediately.

Next screen – an Excel spreadsheet
http://lis.virginia.gov

DLAS Help Desk
804-786-9631
E-mail helpdesk@dlas.virginia.gov

LIAB - Lobbyist-in-a-Box online bill tracking through the Division of Legislative Automated Systems. Users create profiles to track legislation and receive notification of activity to those bills.

FEES FOR THE SERVICE:

- **State Agencies:**
  - 1 log in - $400 annually
  - 2-5 log ins - $600 annually
  - Additional logins over 5 users - $200 each annually

- **Private Entities:**
  - 1 log in - $600 annually
  - 2-5 log ins - $850 annually
  - Additional logins over 5 users - $200 each annually

(804) 318-4133