

ABA House of Delegates - Orientation

1. Governance of the ABA

- a. Officers
 - i. President – Mary L. Smith
 - ii. Chair, House of Delegates – Palmer Gene Vance II
 - iii. President-Elect – William R. Bay
 - iv. Secretary – Marvin S.C. Dang
 - v. Treasurer – Frank “Fritz” Langrock
 - vi. Immediate Past-President – Deborah Enix-Ross
 - vii. Executive Director – Alpha M. Brady
- b. Board of Governors – acts on behalf of ABA between meetings of the House (February and August)
 - i. 43 members
 1. 6 officers of the ABA
 2. 19 District Representatives
 3. 18 members at-large
- c. House of Delegates – policy-making body of the ABA
 - i. Three main roles
 1. Makes policy
 2. Elects officers (at the Annual meeting in August; nominations occur at Midyear)
 3. Oversees ABA
 - ii. Over 600 members
 - iii. Once a resolution passes in the House, it allows the ABA to lobby, file amicus briefs or otherwise URGE others to act – generally NOT binding on each individual affiliate

2. How does an idea become a resolution?

- a. Any affiliate (i.e. the CBA) can bring a resolution to the House
- b. Resolutions should include co-sponsors from other affiliates
- c. Proposals should propose a new policy, a change in policy, or reaffirm existing policy more than 10 years old
- d. Usually resolutions URGE, PROPOSE, or OPPOSE a policy
- e. Resolutions (with reports) are submitted to HOD Rules and Calendar for consideration
- f. Rules and Calendar reviews for compliance and language

3. What is the anatomy of a resolution?

- a. Resolution
- b. Report
- c. General Information Form
- d. Executive Summary Form

4. Before Midyear / Annual House Meetings

- a. Sign up for the ABA meeting
- b. Review the preliminary agenda
- c. Meet with the CO HOD to discuss resolutions and ALWAYS focus

- d. Reach out to the Legislative Policy Committee on any issue that may be controversial for the CBA
 - e. If there is a resolution that addresses a substantive area of the law, then reach out to our Section Chairs for information
 - f. Attend one of the caucuses (look at the agenda for meeting times)
 - g. Keep your ABA membership active and your profile updated
 - h. Watch your e-mail for updates on resolutions before and during the meeting
- 5. General Structure of House meeting**
- a. Consent agenda
 - b. Regular orders
 - c. Special orders
- 6. How to vote**
- a. No proxy voting
 - b. Must be in your seat to vote (or logged into the voting system)
- 7. Speaking on a resolution**
- a. Go to the Rules and Calendar table in the front of the room
 - b. Fill out salmon slip (literally a pink slip) and submit it to a member of the Committee on Rules and Calendar (i.e. the group of people that sits near the podium)
 - i. Include:
 - 1. Resolution Number
 - 2. Whether you are presenting the resolution for consideration
 - 3. Your position
 - 4. Whether there is a proposed amendment
 - 5. Speaker's representative capacity and state (e.g. CBA Rep. to the HOB, CO)
 - c. When resolution number appears on screen, move to the front and take a seat in the well (located at the front of the podium)
 - d. Time Limits
 - i. Presenter – 10 minutes maximum to include closing
 - ii. Opposition – not more than 5 minutes
 - iii. IF NO OPPOSITION – 3 minutes to presenter, max 2 minutes to each subsequent speaker, 2 minutes to close
 - iv. Extension of time requires a 2/3 vote
- 8. After the ABA House**
- a. Provide written report to CBA Executive Council and BOG
 - b. Submit reimbursement to ABA and CBA as appropriate
 - i. MIDYEAR - ABA reimburses air and ground transportation and provides per diem, see Jessica Lindzy for CBA reimbursement
 - ii. ANNUAL – No ABA reimbursement, see Jessica Lindzy for CBA reimbursement

For more information:

https://www.americanbar.org/groups/leadership/house_of_delegates/