



## How a Bill Becomes a Law: The Missouri Experience

Click the “+” or underlined term to find the definition in the glossary.

### Tips:

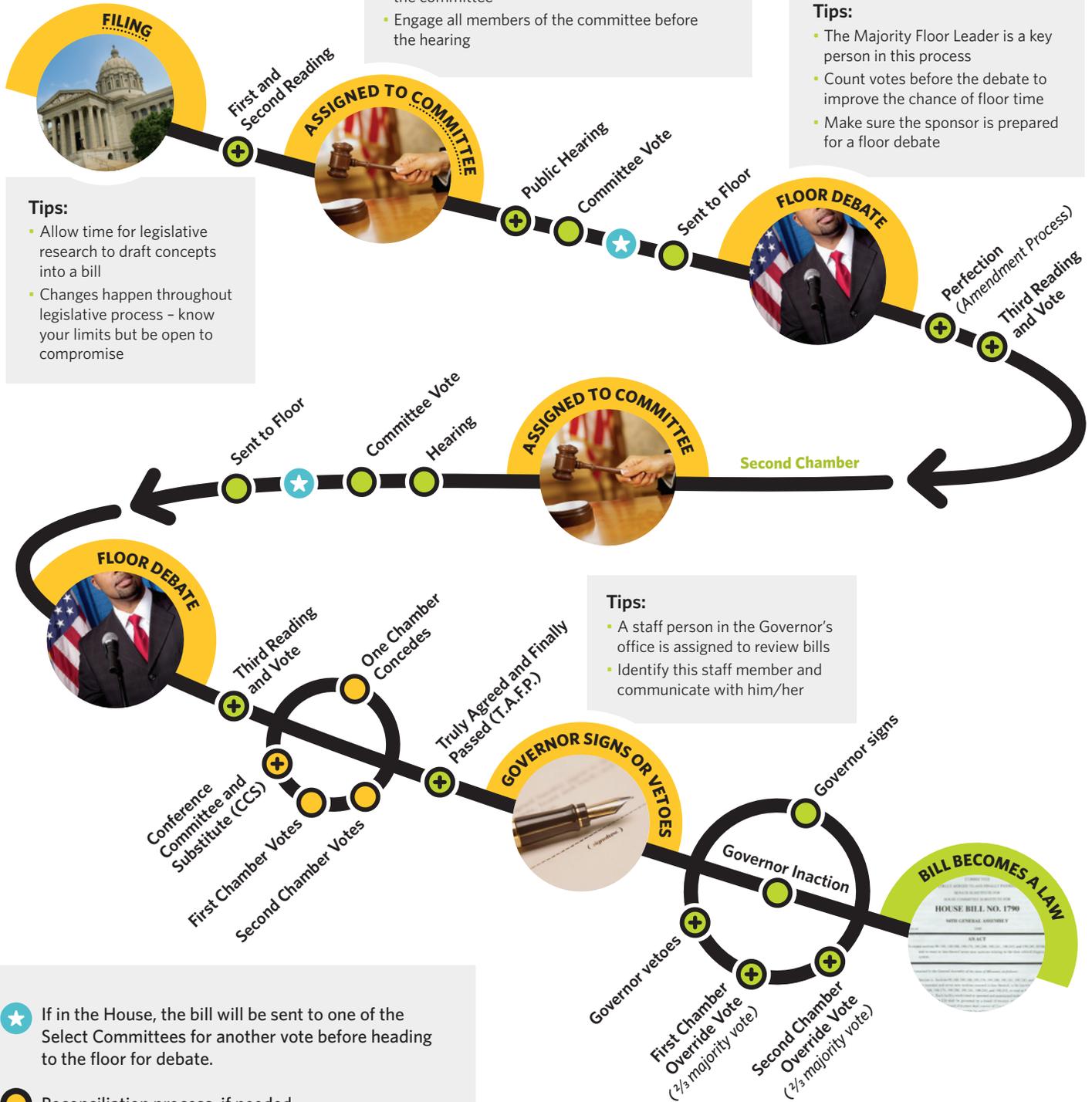
- Request a favorable committee assignment from the Presiding Officer (*Speaker/President Pro Tem*)
- Always review your issues with the chair of the committee
- Engage all members of the committee before the hearing

### Tips:

- The Majority Floor Leader is a key person in this process
- Count votes before the debate to improve the chance of floor time
- Make sure the sponsor is prepared for a floor debate

### Tips:

- Allow time for legislative research to draft concepts into a bill
- Changes happen throughout legislative process – know your limits but be open to compromise



### Tips:

- A staff person in the Governor's office is assigned to review bills
- Identify this staff member and communicate with him/her

★ If in the House, the bill will be sent to one of the Select Committees for another vote before heading to the floor for debate.

● Reconciliation process, if needed

# Glossary

## Committee

A select group of members with a defined scope of responsibility. See Conference Committee, Interim Committee, Standing Committee, Joint Committee, Special Committee and Statutory Committee.

## Conference Committee

A committee made up of five members of each chamber, appointed to resolve differences between the two chambers on a bill or joint resolution passed by both but in a different form.

## Filing

A legislator files a bill with the Chief Clerk of the House or Secretary of the Senate.

## Hearing

A meeting of a committee of the House or Senate to receive testimony from the public on a bill or topic.

## Perfection

The process of considering a bill in which the bill is subject to amendments. At the conclusion of this process, upon a favorable vote, a bill is order perfected and printed, which means that any amendments adopted are incorporated into the printed bill.

## Reading

A term used to indicate a step in the legislative process. First reading occurs when a bill is introduced, second reading when it is referred to committee and third reading when it is approved by a constitutional majority of a chamber.

## Reconciliation

Bills must pass the House and Senate in the exact same form. This is the process by which differences in the House and Senate version of the bill are reconciled. This is done either through one chamber's concession or a conference committee. Both chambers must vote on the product of a conference committee.

## Truly Agreed and Finally Passed (TAFP)

The chamber must pass identical forms of the bill for it to be TAFP. This is the final action on the bill, sending it to the Governor or Missouri voters.

## Veto

The rejection by the Governor of an act of the General Assembly.

## Veto Session

A session of the General Assembly to consider overriding vetoes of the Governor. If any bill is vetoed late in or after the end of a regular session, a veto session is held starting on the Wednesday following the second Monday in September.

**[Click here for a link to our full Glossary of Legislative Terminology](#)**