



MEMORANDUM

To: All House Members
From: Speaker Larry Householder
Date: March 23, 2020
Re: Session Protocol

This memorandum details session protocol for this week. It goes without saying, but due to the current situation, session will need to be conducted in a slightly different manner than before. The following protocol has been drafted to allow the Ohio House to comply with all constitutional mandates regarding quorums and open meetings while at the same time taking into account public health practices. **In preparing this protocol, House staff consulted with experts from the Ohio Department of Health.**

First, CSRAB will thoroughly clean and disinfect the House Chamber and other spaces in the vicinity before session. Electronic devices will also be cleaned. Hand sanitizer will be made available.

To comply with health guidance to keep gatherings under certain levels and practice appropriate “social distancing,” the following procedure will be utilized:

- Members have been assigned to smaller groups by alphabetical order (see attached). Each group is assigned a different area/room. OGT will stream session from the floor. We have spaced out these groups in consultation with Ohio Department of Health, so please respect the groups. Members will vote by group.
- Members of leadership and those members speaking on matters to be considered will be in their seats. Please remember to spread out at least 6ft apart (at least two member chairs in between each other).
- For groups B-H, seats are marked in the room that are at least 6ft apart in all directions from one another to help members maintain “social distancing”.
- Voting will be via a roll call, voice vote; each member’s name is called alphabetically and the member will step up to the House Floor and vote. Those members in the gallery may rise from their seat and cast their vote from the gallery.

- Those members not in their floor seats will be provided an iPad, if requested, to view the documents they would normally find on their Floor desk laptop.
- **It is strongly suggested that members who have a fever, feel ill, or have been diagnosed with COVID-19 stay home. Before attending session, members are asked to take their temperature.** For those ill members who insist on attending session, the Members' Lounge will be used as a quarantined area. If you are not ill, do not enter this area. The Clerk's Office will record their votes through the window.

STAFF

Staff will be limited to those necessary to the operation of session: the Chief of Staff and a policy staffer of each caucus, Clerk's Office staff, IT, and Sergeant-at-Arms staff. LSC will work remotely. It is unnecessary to have legislative aides present. Legislative aides will continue to work from home even though the House will be in session (please do not request your aide to work from the Riffe office) to protect their health and the health of others. Pages will not be present.

PUBLIC AND PRESS

Per guidance from public health care professionals to limit the number of individuals in a given space, the Chamber will be closed to the press and general public. Session will be live-streamed, as always, by the Ohio Channel.