

**From:** Julie Cox <jcox@cia-sc.com>  
**To:** Julie Coxjcox@cia-sc.com  
**Date:** 1/27/2014 9:49:53 AM  
**Subject:** House of Reps procedure for bad weather

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The House Clerk sent the following message to the House staff this morning.

Ladies and Gentlemen:

I have been watching the weather forecast for the past 24 hours. It is changing almost hourly and is forecasting inclement weather in Columbia. At this time there is a 50-70% chance of freezing rain/ice/snow occurring in Columbia Tuesday afternoon. The latest forecast calls for the precipitation to begin at 4:00 p.m. on Tuesday (Jan. 28), but I do not recommend relying on this forecast because everything is changing rapidly.

House Rule **1.12** states the following:

*In case of emergency, the Speaker has the authority, when, in his opinion, it is impractical or dangerous to hold a regularly scheduled session(s) of the House of Representatives, to declare the body adjourned to some other time. Such actions are to be taken only in times of great emergency including, but not limited to, natural disasters, severe weather, and Acts of **God**.*

*When, due to great emergency or through inadvertence, the House is adjourned without provision for the next meeting, the Speaker may issue a call specifying the time for the next meeting.*

If inclement weather causes the Speaker to delay or cancel session the House Clerk's Office has a procedure whereby we work with the standing committee secretaries to inform all House members quickly.

The procedure is as follows:

- 1) House Clerk sends an e-mail to all House members and STAFF informing them of the delay, cancellation, etc. and any other relevant information (The email is sent to your office e-mail. So, check your SCHouse.gov account);
- 2) House Clerk telephones the Ex. Secretaries for the 6 legislative standing committees and informs them of the delay, cancellation, etc. and any other relevant information. The secretaries then telephone their respective committee members and have the responsibility of talking to each member personally. The secretaries must call their respective committee members' home phone #, cell phone #, and business phone # until each member is personally contacted and properly informed; and,
- 3) The House Clerk's Office leaves a message on the voicemail at the State House line **(803.734.2010)** informing callers of the delay, cancellation, etc. and any other relevant information.

There is a lot time between now and tomorrow afternoon. But, I wanted you to know the process in place to handle these situations.

PLEASE REMEMBER that the House is NOT an executive branch agency. The House is in legislative session this week, and the Speaker, in the event of inclement weather, determines the work schedule for the House of Representatives. **The Governor WILL NOT determine the work schedule for the House.** Please DO NOT make the mistake of thinking that because the Governor has announced delays or cancellations that the House is necessarily following the same schedule!

I hope the winter weather does not occur and that we will not be compelled to change the House schedule. However, I wanted all of the House staff to be informed of the notification procedures **in case** inclement weather requires changes. (In other words, I do not have a crystal ball. I do not KNOW what is going to happen. But, I wanted you to understand the process IN CASE bad weather occurred and required a change in the House schedule.)

I will keep you updated on the situation/circumstances as I get definitive information. Please do not repeatedly telephone or email me to ask for updates. I will inform you via email if, and when, I get information.

Thank you for your attention to this matter.

Sincerely,

*Charles F. Reid*

Julie Cox



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