



LOUISIANA STATE LEGISLATURE WEBSITE

How to find bills, resolutions, acts, and other session
information including indexes, journals and archived video

In this presentation I will show you how to use the Louisiana State Legislature website to find bills, resolutions, acts, and other session information including indexes, journals, and archived video. For the speaking portion of this presentation I will not cover every single item mentioned on the slides as it is a large amount of information, some of which you likely already know. Instead, I will briefly touch on important topics and follow up with a walk through of a couple of bills to show you how to find everything. I have also typed out additional information in the 'notes' section of each slide so that you may review the slide show later should you miss anything. I will also take questions at the end of the presentation to address anything I may have missed.



Website Overview

- The Louisiana State Legislature website is legis.la.gov.
 - Includes all bills, resolutions, amendments, and acts from 1997 Regular Session to present
 - Updated in real time, including prefiling of bills and official actions
- The top navigation menu bar gives quick links to the House and Senate websites along with committee membership and legislator links.
- The side navigation menu bar provides links to popular non-session pages, organizations, and contact information. The “How do I...? (FAQ)” section is here.
- The upper portion of the home page gives the option to view either the time and location of any meetings taking place that day or the date, time, and location of future meetings.
- The bottom portion of the page links to information for the current and future sessions.


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The Louisiana State Legislature website contains everything you would find in the physical copies of the Acts, Calendars, and Journals, plus additional information not included in the hard copies. The site is updated in real time and provides instantaneous access to legislation. Although the website dates back to 1997, many libraries and historical depositories include physical copies of the Acts, Journals, and Calendars prior to that date.

If you need a bill prior to 1997 and do not have a physical copy, you can call the House or Senate Docket offices and ask for a Legislative History or a physical copy of a bill. There is a nominal charge for copying and mailing documents if a member of the public uses this service. House Docket can be reached at 225-342-6458 and Senate Docket at 225-342-2365.

For assistance using the website, you can also call the Public Update Legislative Service or PULS Line at 225-342-2456 or 800-256-3793. I will go into more detail about what all services are available through the PULS line later in this presentation.

On the next few slides I am going to cover in more detail the information found on the Legislative website. During this presentation, I make frequently references to “bill” or “bills”. However, any piece of legislation can be found the same way. Bills and resolutions receive the same treatment on the legislature’s website.



Top Navigation Menu

- Home
- Laws
 - Look up by citation, key word search, or browse table of contents
 - Amendments to the Constitution of 1974
- Bills
- Sessions
- House
- Senate
- Committees
- Legislators
 - House Members from 1812 to present
 - Senate Members from 1880 to present
- My Legis
 - Allows users to create a custom list of bills to track

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The navigation tabs at the top of the page are: Home, Laws, Bills, Sessions, House, Senate, Committees, Legislators, and My Legis. I am now going to discuss what information can be found using each of these tabs. The photo on this slide is of the home page, where you can find all the information I'm about to cover.

The Laws tab can be used to locate current law through citation, key word search, or by browsing the table of content. It also contains a table of the amendments to the Constitution of 1974. The top of the screen allows you to look up information by citation number. For example, information on the legislative website can be found at RS 43:19.1. In the search box the title (number before the colon) is entered in the first box and the section (information after the colon) is entered in the second box. If there's a decimal in the citation, it should be included in the second box. If not included, you will be brought to the first section of that law and have to click through the arrows until you find the section you are looking for. If you're searching a different law body, the search options will change to reflect the general citation style of that law body: article for the codes, article and section for the constitution, etc.

When you search for a law using a key word or phrase, you are given the opportunity to narrow your search to a particular law body, ie Revised Statutes, Civil Code, House Rules, etc. However, if you aren't sure which law body you need (or what a law body is), you can

search all law bodies simultaneously. When using the key word search, you may have to use several word combinations to find the correct information as your search terms must exactly match the wording used in the law.

I will discuss the Bill and Sessions tabs in greater detail on the slides to follow.

The House and Senate tabs will take you to the home pages for the House and the Senate. Each chamber is responsible for the creation and upkeep of their page, and you will find that they look very different but contain similar information about their respective bodies. And, both pages have contact information should you need help locating information. These pages will each open in a new tab, or window, whichever you have set as the default on your computer. To return to the legislature home page you simply close the window or tab.

The Committees tab gives a list of all committees for each chamber as well as upcoming meetings. If you wish, you can subscribe to an email that alert you when a committee meeting is scheduled. The individual committee pages have a list of all current members of each committee. If you would like to contact a member, you can use the email button after their name, or click on their name to be taken to their legislator page.

Each member of the House or Senate has their own legislator page (which can be found by clicking on the Legislators tab). This page contains a photo of the member, their office location, phone number, email, and a list of the areas they serve. Additional information will vary as the webpages are designed separately by the Senate and House. There is also a link to Congressional Delegation that links to the individual member's personally designed webpage for U.S. Representatives and Senators.

The My Legis page allows you to create a customized list of legislative instruments. You will need to create a user name and password in order to use the service. This is a helpful option if there are several bills you want to track during session. You can see the latest update on those bills in one place instead of having to search for the bill each time.



Side Navigation Menu

- About the Legislature
- Who Are My Legislators?
 - Uses street address
- Boards & Commissions
 - Membership and contact information
- Fiscal Information
- News & Publications
 - Poynter Library
- Broadcast Archives
- How do I...? (FAQ's)
 - Glossary
- Contact
 - PULS Line

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The side navigation menu bar provides links to popular non-session pages, organizations, and contact information.

About the Legislature is an informational page that discusses the job of the state legislature. It also has a page that details exactly how a bill becomes a law. Additionally, this section includes a glossary of terms and a list of common abbreviations. This section of the website is particularly helpful for anyone who has never used the legislative website or has not studied law as it explains everything in layman's terms.

Many parishes and cities have multiple local legislators. The Who Are My Legislators app lets you discover exactly who represents you in the legislature based on a street address. Using the locator gives you the particular information for that address even if it's a business. Legislative districts are very precisely drawn. You and your neighbor two streets over could be in different districts! Once you have entered your address, a page will open listing your state and U.S. Representatives and Senators. If you click on a representative or senator's name, you will be taken to their legislator page as discussed on the previous slide.

The Boards & Commissions tab opens a page of links listing every current board and commission. When you open the link for a board or commission, you are taken to a page that presents you with the address, phone number, and email for the board along with a

list of current members. The boards and commission tab also allows you to look up a particular member to see what all boards and commissions they participate on.

The fiscal information tab offers a set of links to legislative fiscal websites. Each site contains pertinent information maintained by that department.

The newspapers and publications tab takes you to press releases for both the House and the Senate as well as to a list of every currently publishing newspaper in Louisiana. You can also find the link to the Poynter website here. The Poynter library is the research library for the Louisiana House of Representatives and will be discussed in further detail towards the end of this presentation.

Broadcast archives is a collection of all video footage for the House and Senate dating back to 1999 for the House and 2008 for the Senate. I will discuss how to locate footage for a particular date and live streams of current meetings in a later part of this presentation.

How Do I...? (FAQ's) contains a collection of the most commonly asked questions. Each question has a section containing a detailed response. These questions cover everything from learning how a bill becomes a law to how to complete a legislative history. The glossary is particularly helpful for legislative novices.

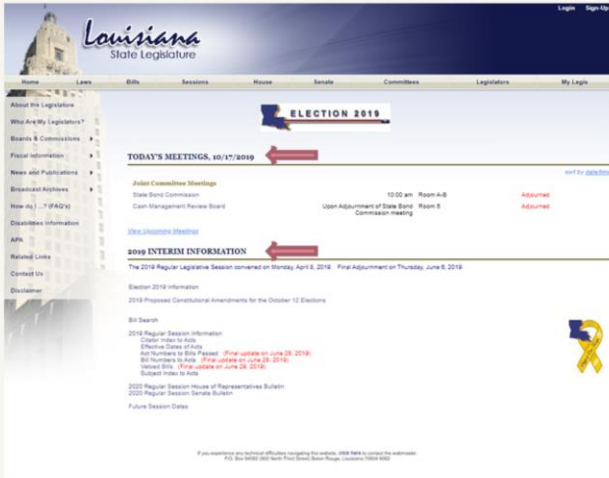
The Disabilities Information tab contains helpful information for persons with disabilities including items such as a braille printer for documents and bills, sign language interpreters for meetings, and wheelchair accessible entrances. There are also several phone numbers for a variety of other services, including TTY (text telephone) hotlines for individuals who are deaf or hard of hearing.

The APA tab discusses information dealing with the Administrative Procedure Act. This page provides e-mail addresses for agencies that are required to submit notices of intent.

The related links page is a list of various webpages and organizations that provide further information on a wide-range of subject matters.

The contact us tab contains information on how to contact your representative or senator, the PULS Line (discussed in detail further along in this presentation), and web support for the Legislative, House, and Senate webpages.

Finally, the disclaimer tab opens to a page with the following notice: "The information found on this website is made available as an informational public service by the Louisiana Legislature. Any references to organizations, commercial products, process, or service by trade name, trademark, manufacturer, or otherwise, do not necessarily constitute or imply its endorsement or recommendation by the Louisiana Legislature or the State of Louisiana. The Legislature makes no warranty of, nor assumes any legal liability or responsibility for, the accuracy, completeness, or usefulness of any information contained herein."



■ Today's Meetings

- Name of committee
- Time
- Room
- Status
- Live video available while meeting in progress

■ Session/Interim Information

- Convening/adjourn date of most recent or upcoming session
- Proposed constitutional amendments
- Bill search
- Session bulletins
- Future session dates

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Information on the home page consists mainly of two parts: meetings and session information.

The meetings section is a list of all meetings taking place on the current day. They are divided into sections for the House, the Senate, and Joint Committee meetings. In each section the meeting is listed by title. If you click on the title you will be taken to a meeting agenda and an option for a live video feed of the meeting if available. Back on the homepage, near the title is the time the meeting starts along with the meeting location. In some cases, as you see here, a specific time is not given and is instead listed as 'upon adjournment of'. This means that the meeting does not have a set time and will not start until the previous meeting has finished. Often, this is because both committees consist of the same members or need information from the other committee.

The final section in the meeting part of the page is the video link. Before the meeting begins the video link will not be active, but will instead say 'scheduled'. When the meeting is in progress, the link will be active and say 'In Progress'. By clicking it, you will be taken to a page with a live feed of the meeting. Once the meeting is over, the link turns red and changes to 'adjourned'; additionally if a meeting is canceled the link will turn red and say 'canceled'. If you miss a meeting you can use the broadcast archives to find a recording of the meeting and watch it. I will discuss this in further detail later in the presentation. You

can also click view upcoming meetings to see meetings up to a week out by clicking on the 'view upcoming meetings' link.

During a live meeting, the agenda is color coded to show the items already discussed, the item currently under discussion, and what has not been considered. This same coding applies to chamber video and their agendas -- the House Order of the Day and the Senate Daily Digest.

The bottom half of the page contains information for the current session. The first line will list the convening/adjourn date of the most recent or upcoming session. All information under the dates will change as the session progresses and new information is added. Currently, because we are finished with the 2019 Regular Session, the section is fully completed. It contains a link to the proposed constitutional amendments that were voted on in the last election. Below that, there are links to bill search along with the 2019 Regular Session links to the Acts, subject indexes, vetoed bills, and the session bulletins. Next to these links are a notification in red stating the last time they were updated. This is to allow users to know they are looking at the most recent information available. Again, this information changes as session progresses. At the bottom of the page is a link to the dates for future sessions for the next four years.

Select a Session

Choose a New Session:

2019 Regular Session	2012 Organizational Session	2004 First Extraordinary Session
2018 Third Extraordinary Session	2011 Regular Session	2004 Organizational Session
2018 Second Extraordinary Session	2011 First Extraordinary Session	2003 Regular Session
2018 Regular Session	2010 Regular Session	2002 Regular Session
2018 First Extraordinary Session	2009 Regular Session	2002 First Extraordinary Session
2017 Second Extraordinary Session	2008 Regular Session	2001 Second Extraordinary Session
2017 Regular Session	2008 Second Extraordinary Session	2001 Regular Session
2017 First Extraordinary Session	2008 First Extraordinary Session	2001 First Extraordinary Session
2016 Second Extraordinary Session	2008 Organizational Session	2000 Second Extraordinary Session
2016 Regular Session	2007 Regular Session	2000 Regular Session
2016 First Extraordinary Session	2006 Second Extraordinary Session	2000 First Extraordinary Session
2015 Organizational Session	2006 Regular Session	2000 Organizational Session
2015 Regular Session	2006 First Extraordinary Session	1999 Regular Session
2014 Regular Session	2005 First Extraordinary Session	1999 Regular Session
2013 Regular Session	2005 Regular Session	1998 First Extraordinary Session
2012 Regular Session	2004 Regular Session	1997 Regular Session

- The default session for bill searching and session information is the most recent or upcoming session.
- However, bill searching and session information is available back to the 1997 Regular Session.
- Sessions are sorted chronologically.
- Every session has a separate page regardless of type (Regular, Extraordinary, or Organizational).
- Once you select a session, the main session information page opens.
- Session information and bill search pages are created for a new session once the first bill is prefiled for that session.
- Once created, the session information page becomes more populated as session progresses.
- The page is completed after session when the Résumé preface is included.

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The legislative website contains all session information from the 1997 Regular Session to the current session. To select a session, at the top bar on the home screen hover over the 'sessions' tab. Two options will appear, one will be the current session and the other will say other sessions. If you select the current session, it will immediately take you to the session webpage. If you select other sessions, the above box will appear. Sessions are sorted chronologically with regular, extraordinary, and organizational sessions each having their own page. You can tell if an extraordinary session took place before or after the regular session by its place on the page. Since all sessions use the same bill numbers they have their own pages to avoid confusion. Once you select a session, it will open the needed page.

The Legislative websites have developed over time and more information is available now than for earlier years. However, all sessions include the documents that are needed to track and view legislation.

Session Information

- Start and end date of the session.
- Résumé
 - Preface – Tables of session statistics
 - Vetoed bills
 - Approval/effective dates
 - Citator Index to Acts
 - Subject Index to Acts
- Cross references between bill and act numbers.
- Subject index to bills
- Archived broadcasts of meetings
- Journals
- Change session option



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If you wish to switch to a different session once you have opened the session page, you can do so by using the link in the top right hand corner. As the current session progresses information is added to the session page. Once the session has ended and all statistics are compiled, a Résumé preface will be added and the current session page will match the pages for previous sessions. Each page contains the start and end date of the session you are viewing. Immediately below there is a link to search for a bill, that will be discussed in detail on the next slide. The House and Senate bulletins are issued before the session begins and contain information about filing deadlines.

The Résumé section closely mirrors the physical copy of the Résumé. All tables in the physical copy are available in this section. The preface that gives the statistics for the session is listed first. Next is the veto section. All bills vetoed by the governor are listed here and contain links to those bills along with a the veto message from the governor. Below the veto section, you can find links to the acts sorted by both the date they were approved and the date they go into effect. The disposition tables for the House and Senate list every bill of the session and it's final outcome; while the referral tables list how many bills and resolutions were referred to each committee. The citator index to acts lists all changes to the laws enacted during the session. Finally, the Subject Index to the Acts is a pdf index that sorts the Acts by subject matter allowing users to find a list of all similar Acts in one section. Further down the page, outside of the résumé section is the Subject Index

to Bills which serves the same purpose except it includes all proposed bills and resolutions, whether they passed or not. This index is updated regularly through out session from the time bills are prefled and until the last amendments have been filed. The final version of the Subject Index to Bills and the Subject index to Acts as they appear in print can be identified by the inclusion of a title page.

The session page also contains two tables that allow users to cross-reference a Bill with the Act number it receives if it passes and a link to the House and Senate Journals.

Bill Searching

- “Search by Instrument” is most frequently used when a bill number is known. Once you make a selection from the bill/resolution drop-down box, type the bill number into the box. Click search.
- “Search by Author” & “Search by Committee” have drop down lists. Both are specific to the selected session.
- “Search by Summary” and “Search by Text” allow you to do key word/phrase searching.
- Finding a Bill on the Legislature’s Website video tutorial

– http://house.louisiana.gov/H_Video/VideoArchivePlayer.aspx?v=House/DPL/SearchingABill



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When searching the bill page you have several options. Search by instrument is the fastest way to pull up a bill if you already know the bill number. You only have to select the bill type from the drop-down box and type the number into the search box.

The bill types are as follows: **HB** (House Bill), **HCR** (House Concurrent Resolution), **HCSR** (House Concurrent Study Request), **HR** (House Resolution), **HSR** (House Study Request), **SB** (Senate Bill), **SCR** (Senate Concurrent Resolution), **SR** (Senate Resolution), **SSR** (Senate Study Request), & **ACT** (items will only appear in the Act section after they have passed and been assigned an Act number). Just as we discussed in the previous slide, the options for bill type increase as session goes on. If no instruments of a particular type are available for that session, the option to choose it will not appear in the drop down box.

Search by Author will allow you to find all bills written by a particular legislator for the session. This is a helpful tool if you want to see the legislation being worked on by your legislator.

Search by Committee presents you with a list of all bills that have been referred to a committee. If you wish, you can select to only view items that are currently pending in the committee.

Search by Summary and Text allow you to type words of your own choosing into the search box. Search by summary will only search the description (one-line summary) of the bill but search by text searches the full text of the bill.

It is also important to note that your search terms must match the words used in the bill. In 2019, a bill was passed regarding seat belt laws for children. Searching the term 'car seat', you do not get any returns via summary or full text search. However, if you use the phrase 'child safety seat', you get to SB 76 by Senator Gregory Tarver.

A full tutorial on searching for bills can be found by clicking the link on the bottom of this slide.

Bill Index

MOTOR VEHICLES (see also Insurance)

Accidents, see Traffic
All-terrain vehicles, see Recreational Vehicles
Automobile Insurance, see Insurance: Motor Vehicle Insurance; Motor Vehicle Insurance - Compulsory

Liability Security

Autonomous Vehicles

Commercial, HB 455*

Bicycles

Cyclist, death; motor vehicle accident; Law Institute, study, HCR 46

Scooter, electric low speed; operation/definition, HCR 47

SB 534

SB 91*

Buses

Contract carrier; sales tax, state; exemption, HB 609

Child safety seats/restraints, see Parts & Equipment

Commercial Vehicles

Autonomous motor vehicle, HB 455*

Contract carrier; bus; sales tax, state; exemption, HB 609

Driver's license, see Driver's License/Commercial

Fees, Public Service Commission, HB 300

MOTOR VEHICLES (continued)

Off-road vehicles, see Recreational Vehicles

Parts & Equipment

Alternative fuel use, vehicle conversion; corp./individual income tax, credit, HB 594

HB 523

Child passenger restraint system, age, SB 76*

Headlamps, aftermarket/non-traditional placement; study, HR 279

Headlamps, inspection, HB 314

Ignition interlock device, see Crimes & Criminal Procedure: Driving While Intoxicated (DWI)

Orthopedic disability, purchase/modification; state sales tax, exemption, SB 45

Orthopedic disability, purchase/modification; state sales tax, rebate, HB 90

Safety belt; failure to wear; evidence, civil suit, HB 51

Safety belt; failure to wear; evidence, negligence, SB 154*

SB 148

Safety belt; truck, personal; weight limit, HB 181

Tire; waste; disposal fee; recycling process, payment schedule, HB 606

Permits, see Trucks & Trucking Industry

Created each session by the House's Poynter Library and updated as bills are added and amended. The final version is included in the Calendar and Résumé after session.

■ Main Categories

- Listed at the beginning of the document

■ Subcategories

- Motor Vehicles has subcategories including: Bicycles, Parts & Equipment, School Buses

■ Individual Lines

- Parts & Equipment is broken down further: alternative fuel use, child passenger restraint system, safety belts.
- Similar bills are grouped together
- Bills that are identical in their description share one line in the Index

- There are cross-references throughout the document to aid the user.

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If you do not know the bill number or are not certain about the language, you can look up bills using the bill index that is found on the session page.

The bill index divides the bills into categories using key terms. First the bills are broken down into major terms like 'Education', 'Health', or 'Transportation'. In this case, we are going to continue the search for bills about car seats. First, we need to decide if car seats are indexed in the main heading of 'Motor Vehicles' or 'Transportation'. Looking at these two sections, we see Motor Vehicles is about cars while Transportation is about roads and bridges.

In the Motor Vehicle section, there's a cross-reference pointing us to look in 'Parts & Equipment' for child safety seats/restraints. Once in the Parts & Equipment subheading of Motor Vehicles, we see only one bill concerning child passenger restraint systems, SB 76.

It's very possible to have multiple bills in one session about similar topics. You can see here that there are two bills about alternative fuel. Further down, we see a number of bills regarding safety belts.

One thing to note. The asterisk (*) after a bill number means that the bill has been amended. However, in the Subject Index to Acts (within the Résumé on the Session page),

an asterisk notates a bill that was vetoed. Both documents have guides in the footer explaining this. The indexes on the legislative website are working drafts that change frequently to reflect edits, amendments, and additional legislation. The inclusion of a title page indicates that it is the final version as it appears in the Calendar and Résumé. The final version also contains a user's guide, a listing of subject headings, and an abbreviation list. The final Subject Index to Bills appears in the physical copy of the Calendar. The final Subject Index to Acts is what appears in the Résumé.

Bill Page Content

Information includes:

- **Current status** – last official action taken on bill
- **Text** – all versions of bill from original to act
- **Amendments** – approved amendments and drafts of House/Senate committee amendments
- **Digests** – plain language summary of bill
- **Notes** – fiscal notes for different versions of the bill
- **Notices** – public notice as appeared in local paper
- **Votes**
- **Authors**
- **Other** – includes veto letters
- **History** – every action is listed by date, chamber, and includes journal page number if applicable. The default sort is most recent action first. Users can choose to show oldest action first.

Bill Page Content and Information video tutorial

- http://house.louisiana.gov/H_Video/VideoArchivePlayer.aspx?v=House/DPL/BillPageTutorial

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The bill content page covers everything that happens to a bill from the moment it is filed until the end of session.

At the top of the page you can find the bill number and author. On the next line, you find the keyword (main subject) for the bill and a brief one line description. The current status is listed below the summary.

The series of drop down boxes give you more options when you click or hover on the selected link.

Text includes ALL versions of a bill as it works through the legislative process.

Amendments include committee, floor and Legislative Bureau amendments. When an amendment is drafted it will be included here, even if it is not adopted.

The digest is a summary of the bill in layman's terms.

Notes includes all fiscal and actuarial notes for the bill.

The notices section contains link to public notices that were published in the official

journals.

The votes link brings up pdf versions of the votes for the House and Senate chambers.

Authors gives a list of every legislator that has asked to co-author the bill along with the lead author (person listed on the bill page).

Please note that not all bills will include every option as each bill is unique.

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As you can see, the calendar page from the physical book and the bill page for HB 179 (2016 R.S.) contain the same information. The bill page defaults to listing the most recent action at the top of the page, but can be changed to list the dates in chronological order, if so desired. The bill page lists the date on the far left of the page, followed by which chamber is addressing the bill at the time. Journal pages are also listed so further information on the bill can be found using the chamber and page number. Locating the Journal pages online will be addressed in the next slide. The last column contains a brief description of the action that took place on the listed day.

Journals

- “House Journals” or “Senate Journals” opens a page on the respective websites with a listing of available daily journals for that session.
- Journals are divided by date with each day having its own file.
- During session, journals are posted daily.
- After session, the proofed copies of the daily journals are posted. A page number at the bottom of the page indicates the page number as appears in the physical copy of the journals.

2018 Regular Session Journals 

March 12 - June 04

March

Mar 12, Day 1	Mar 13, Day 2	Mar 14, Day 3	Mar 15, Day 4
Mar 18, Day 5	Mar 20, Day 6	Mar 21, Day 7	Mar 22, Day 8
Mar 26, Day 9	Mar 27, Day 10	Mar 28, Day 11	Mar 29, Day 12

April

Apr 02, Day 13	Apr 03, Day 14	Apr 04, Day 15	Apr 05, Day 16
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Going back to the session page, a link to the House and Senate Journals can be found.

Clicking this link opens a listing of dates and legislative days. Only days when the full chamber met are listed. (The House and Senate do not always meet on the same days.) When you click on a date, a pdf of the day's journal entry will open.

This pdf is identical to the entry in the physical copy of the journal. However, while the bound, physical book is not available until a couple of months after session, the pdfs are posted daily during session, with the final edited versions available after session has ended.

Broadcast/Video Archives

- Similar to journals, “House Broadcasts” or “Senate Broadcasts” opens a page on the respective websites with a listing of available archived videos.
- Navigate through year and month to a listing of available meetings. If the meeting recesses, there will be multiple parts of the video.
- When a bill is being considered, the bill number is prominently posted on the video.
- Links to archived video are also available via the homepage of the House or Senate websites.



Senate



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From the main home page of the House and Senate websites, you can find the archives of the broadcasts held in the Capitol.

Past meetings are available in the broadcast archives section. When you hover over the broadcast archives link on the left side of the Legislature webpage, you can choose from House or Senate archives. Since the webpages are maintained by each chamber, the pages look different. You can also access the archived videos via the homepage of the House and Senate. The icon to look for on those sites is above.

The House page opens to a list of years. Click on the year and a list of months will appear. Once you select the month, a list of all meetings that occurred in a House committee room or the House chambers will appear with the most recent meeting at the top. On the left is the name of the committee. In the middle section is the date and time of the meeting. On the right is a pdf of the meeting agenda with the bills sorted by instrument number. This may not be the same order they were discussed. On the far right, there is a link to the archived video. The video notates the item being discussed at the moment. We'll go into that in the next two slides.

The Senate video archive page opens to a list of years with all twelve months listed below each year. Months with available video are in dark blue text. Pale gray text indicates that

no videos are available for that month. Similar to the House, when you click on the month a list of all meetings will appear. Unlike the House, the list is chronologically written so that meetings at the beginning of the month are listed at the top of the page. Within each day, the meetings are listed alphabetically by committee/chamber. On the left of the page is the committee name, when you click on the name the video will open. In the middle of the page is the time and location of the meeting. On the far right of the page, the agenda is posted. If it is a session day, there is a link to that day's journal page.

Video Information



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Information detailing what is taking place on the video feed is available at all times. Chamber and Committee feeds will differ slightly on the locations of the labels, but contain the same information: the chamber or committee where the video is being recorded, the current bill/resolution number and it's author, the current action taking place, and the name of the member discussing the bill at the moment. In some cases an extra screen will pop up in the corner. This indicates that a member is asking a question to the speaker currently at the podium.

Video Information Continued

Committee name

Bill Number and Author

Person discussing the bill.
(Does not have to be a member of the legislature, but this is Senator Johns.)

Questions from committee member

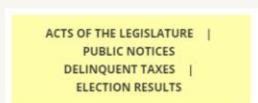


Prepared by House Legislative Services. Poynter Legislative Research Library

This screen shot is taken from a Senate Health and Welfare Committee meeting. The placement of the information and pop up screen are in different positions, but contain the same information. In committee, the person discussing a bill may not be a member of the legislature, so a name is not written, although everyone testifying before a committee must introduce themselves before they start speaking. In this case, the current speaker is actually Senator Johns who wrote the bill.

The Advocate

- Main page <https://www.theadvocate.com/>
 - Scroll down until you see the yellow box.



- Acts https://www.theadvocate.com/site/acts_of_legislature.html
- List of Acts
 - 2014 to present;
 - Divided by act number keeping pdf size around 50 pages;
 - Appropriations, Capital Outlay, and other lengthy bills have are separate due to size.

Acts of Legislature Acts of the Legislature 2019

- Acts 1-113 (Except 10, 20, 30, 40, 50, 60, 70)
- Acts 114-184
- Acts 185-283
- Acts 284-351
- Acts 352-420
- Acts 421-448
- Acts 10 General Appropriations
- Act 20 Capital Outlay
- Act 30, 40, 50, 60, 70

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In addition to finding a copy of the acts on the legislative website, they can be found on the Advocate's webpage.

From the Advocate home page, simply scroll down until you see the yellow box for 'Acts of the Legislature'. It is typically located in the middle of the screen. When you click on the 'Acts' link you will be taken to a webpage containing a list of links for sessions going back to 2014. The second link above goes directly to this page. It can be useful to bookmark if you think you will be using this resource often. On this page, the Acts are divided by year and each year has several links divided by act numbers. This link will take you to a pdf containing the full text of the Act as it was passed. The bills are divided up in such a way that each pdf contains around 50 which means some pdfs will have a larger number of acts than others. Particularly large bills, such as the appropriations and capital outlay bills, are given their own pdf due to their length.

Physical Copies of Acts, Calendars, & Journals

Physical copies of the Book of the Acts, Calendars, and Journals can be purchased from the Louisiana Secretary of State's website.

■ How to obtain a copy:

- <https://www.sos.la.gov/OurOffice/ObtainPublications/Pages/default.aspx>

■ Price List

- <https://www.sos.la.gov/ElectionsAndVoting/GetFormsAndFeeSchedule/Pages/default.aspx>

Publications	
Title	Fee
Calendar and Journals 2018	\$75
Calendar and Journals 2017	\$75
Calendar and Journals 2016	\$75
Calendar and Journals 2015	\$75
Calendar and Journals 2014	\$75
Calendar and Journals 2013	\$75
Calendar and Journals 2012	\$75

Buckram Bound Acts of the Legislature		
Year / Volume	Session	Fee
2017 / I and II	2017 Regular, First and Second Extraordinary Sessions	\$200
2016 / I, II and III	2016 Regular, First and Second Extraordinary Sessions	\$340
2015 / I and II	2015 Regular Session	\$205
2014 / I, II and III	2014 Regular Session	\$170
2013 / I and II	2013 Regular Session	\$120
2012 / I, II and III	2012 Regular Session	\$174
2011 / I and II	2011 Regular and First Extraordinary Sessions	\$120
2010 / I, II and III	2010 Regular Session	\$172

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Physical copies of the Book of the Acts, Calendars, and Journals can be purchased through the Secretary of State's office, should you want a copy in addition to the online resources. I have included links to the sites detailing how to purchase a copy and the prices of said items.

PULS Line

- The **Public Update Legislative Services** or **PULS Line** is available to answer questions related to the legislature and the legislative process. This includes:
 - Bills – bill number(s) for a topic, status of the bill, etc.
 - Committee information – next meeting, where to find meeting votes, etc.
 - Legislative process – how a bill becomes a law, how to obtain a legislative history
 - Senator and representative information – phone numbers, addresses, and email addresses, committee membership
- Hours
 - Session: Monday – Thursday, 8:00 am – 6:00 pm and Friday, 8:00 am – 5:00 pm
 - Interim (not in session): Monday – Friday, 9:30 am – 4:00 pm
- Phone numbers
 - Baton Rouge: 225-342-2456
 - Toll Free (Louisiana only): 800-256-3793
 - TTY (text telephone hotlines for individuals who are deaf or hard of hearing)
 - Baton Rouge 225-219-4688
 - Statewide: 888-850-6489

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The PULS Line provides information on legislation, proceedings, and legislative website navigation. This is not an automated line and you will speak directly to a person. It is available from 8:00 a.m. - 6:00 p.m. Monday through Thursday and 8:00 a.m. - 5:00 p.m. Friday when the legislature is in session. Friday hours are extended to 6:00 if the legislature is in session on a Friday. Hours when the legislature is not in session are 9:30 a.m. - 4:00 p.m.

Poynter Legislative Research Library

Poynter Library provides research and information services to the members and staff of the Louisiana Legislature.

Website:

<http://www.drplibrary.legis.la.gov>

Contact Information

Phone: 225-342-5783

E-mail: drplibrary@legis.la.gov

How to use Library Databases Tutorial:

http://house.louisiana.gov/H_Video/Videos/VideoArchivePlayer.aspx?v=House/DPL/0126_16_dbtutorial_public

David R. Poynter Legislative Research Library
House Legislative Services

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- Images
- Representatives
- Select Internet Publications

Tutorial Videos:

- Using the Library's Databases
- Finding a Bill on the Legislature's site
- Bill Page's Content and Information

Use button on the far right of the video screen for full screen view

Representatives
Historical Listing of Membership

Senators
Historical Listing of Membership

Louisiana Legislation
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Welcome

The David R. Poynter Legislative Research Library provides research and information services to the members and staff of the Louisiana Legislature. The library's PULS Line gives citizens with information on the legislative process. Details, hours and phone numbers appear in the blue box below.

The library provides three databases to the left of the screen:

- Images (photographs relating to the Louisiana House of Representatives and the Louisiana State Capitol)
- Representatives (House membership from 1900 to the present)
- Select Internet Publications (resources relating to state law and government)

The Louisiana Public Document Depository Program of the State Library of Louisiana provides citizen and state agency access to Louisiana state government information, including the House & Senate Calendars & Journals.

PULS Line - Public Update Legislative Service

This Web 2.0 Line provides information on legislation.

New
Session Wrap, 2019 Regular Session, Louisiana Legislature

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If you have any questions on how to use the legislative website, please visit the Poynter Legislative Research Library's website or contact us at the above phone number and email. Additional assistance can also be found via the PULS Line at 225-342-2456 or 800-256-3793.