New Mexico Medical Society

House of Delegates Orientation
Structure of NMMS

- House of Delegates
- Council
- Executive Committee
House of Delegates

- Principal policymaking body of NMMS
- Meets annually
- Acts on committee reports and resolutions to establish policy to guide the Society and its members
- Exercises oversight of the activities of the Council between HoD meetings.
NMMS Council

- Meets 4 times yearly (Aug., Nov., Jan., May)
- Composed of proportional representation of the County and other Component Societies and Officers of NMMS
- Serves as “action-oriented” portion of NMMS; sets and exercises policy between HoD meetings
- Exercises oversight over the Executive Committee
Executive Committee

• Composed of elected Executive Officers
• Carries out policies of NMMS
• Empowered to take emergency actions
House of Delegates

• **Roles and Responsibilities of Delegates**
  - Important communications, policy, and membership link between the NMMS and member physicians
  - Regularly communicate NMMS policy, information, activities, and programs to constituents
  - Relate constituent views, particularly those related to implementation of NMMS policy positions, to the appropriate leadership, governing body, or executive staff
  - Attend and report highlights of House of Delegates meetings to constituents
  - Delegates should take into consideration a variety of perspectives, including those of patients, their sponsoring organizations, and their physician constituents when considering business before the House
House of Delegates

The Decision-Making Process of the House

- The Speaker and Vice Speaker preside over House of Delegates meetings and conduct business in accordance with *The Standard Code of Parliamentary Procedure*, a guide to parliamentary procedure that was developed by Mrs. Alice Sturgis.

- Somewhat different than *Roberts’ Rules of Order* which is more widely used and better known
Rules of Order

• The House of Delegates is composed of delegates and alternate delegates representing their respective county or component societies. Observers and others are welcome but can participate in debate only with permission of the Speaker. Only certified delegates or alternate delegates temporarily credentialed as delegates may vote.

• A delegate, or alternate delegate temporarily credentialed as delegate of the Assembly, wishing to obtain the floor shall approach the nearest microphone, wait to be recognized, address the Speaker, and give name and affiliation before speaking on the issue. Observers and others may participate in the discussion with permission of the Speaker.

• No one will speak more than once on any issue or separate motion until all who wish to speak have been heard, nor more than twice, without permission of the Speaker or upon approval by a majority of the Assembly.
Rules of Order

• Only certified delegates or alternate delegates temporarily credentialed as delegates may make motions, propose amendments or vote. Resolutions must be received in writing by the NMMS office by a specific time.

• Resolutions and reports are contained in the Delegate’s Handbook distributed before the meeting. These form the work placed before the House and the Reference Committees

• Resolutions received after the resolution deadline are considered “late” and are submitted to the Council. This committee is not a reference committee and does not hold open hearings; rather, it provides sponsors of late resolutions an opportunity to explain the reasons for the late nature of their submission. The Council then decides, based on the timeliness and/or urgency of the resolution, whether each late resolution should be accepted or declined as the House’s business for this meeting. A two-thirds affirmative vote of the Council is required for acceptance. If approved, these are distributed at the meeting.
• Voting will be by voice, that is the “ayes” and “nays,” except where the Speaker or a delegate calls for a division of the House, in which case a hand vote will be taken by the tellers.
The essential element of a resolution is its portion expressed as one or more “Resolved” sections setting forth its specific intent. These resolves may be preceded by explanatory language in the form of a preamble or a series of “Whereas” statements explaining the rationale of the resolution. Introductory statements should identify the problem briefly, advise the House as to the timeliness or urgency of the problem, the effect of the issue upon NMMS, and indicate if the action called for is contrary to, or will revise current Society policy.

When adopting a resolution, the House adopts as policy only the “Resolved” portion of a resolution.
Day 1: Reference Committees

• Reference committees are groups of delegates selected by the Speaker to conduct open hearings on matters of business

• Reference committees are open to all members of the NMMS, guests, and visitors

• Any member may speak on the resolution or report under consideration in reference committees. The Chair of the committee may recognize anyone attending the meeting, if in the Chair’s opinion, the individual called upon may have information which would be helpful to the committee.

• Following its open hearings, a reference committee will convene an executive session for deliberations and preparation of its report. It may call into executive session anyone whom it may wish to hear or question.
Day 1: Reference Committees

Each reference committee will submit a report with recommendations regarding the issues before it to the House for disposition as business.
Day 2: Business Meeting

• The Speaker places each Reference Committee Report before the House and calls for discussion of any reference committee recommendations that one wishes to debate. If debate is desired, the item comes before the House for full discussion.

• Debate and voting are on the reference committee recommendation, not the original resolution.

• Any appropriate motion for amendment or disposition may be made from the floor. In the absence of such a motion, the Chair will state the question in accordance with the recommendation of the reference committee.

• Motions are voted on in order of precedence and are voted on in reverse order of their proposal. The motion last proposed is considered and disposed of first.
Calling the Question

• The motion to VOTE IMMEDIATELY has the following rules:

• It requires a 2/3 majority to pass.

• It may not be made by a delegate or alternate immediately following his or her own testimony on an issue.

• It will be assumed to apply to the last motion on the floor unless the maker of the motion specifies otherwise.

• It has been our custom to depart from The Standard Code of Parliamentary Procedure so that this motion will only apply to motions on which there has been both pro and con debate.

• It has also been our custom to depart from The Standard Code of Parliamentary Procedure so that if a delegate is at a microphone waiting to make a motion or propose an amendment when a motion to vote immediately is made, the Speaker will permit, on a point of personal privilege, the delegate to state, but not discuss, the motion he or she wishes to make prior to the vote on the motion to vote immediately.
Actions

To avoid any misunderstanding, NMMS uses the following definitions for House actions:

• **ADOPT:** approve report or resolution as policy to be implemented by NMMS.

• **FILE:** accept report for information only.

• **REFER:** send report or resolution back to the Council for further consideration or action and a report back to the House of Delegates at a later date.

• **NOT ADOPT:** defeat report or resolution.
Jump in and Participate!