

where specifically provided otherwise, where "bill" is used in these Rules, it shall be understood that bill, joint resolution, concurrent resolution, resolution, or memorial shall be meant.

**RULE TWELVE**  
**EXECUTIVE SESSIONS, APPOINTMENTS,**  
**SUSPENSIONS AND REMOVALS**  
**PART ONE—EXECUTIVE SESSIONS**

12.1—The business of the Senate shall be transacted  
Executive session: openly and not in executive session except  
authority under conditions pursuant to article III,  
section 4(b) of the Constitution of Florida.

12.2—Pursuant to article III, section 4(b), of the Constitu-  
Executive session: tion of Florida, the Senate may resolve it-  
purpose self into executive session for the sole pur-  
pose of considering appointment, removal,  
or suspension during which no one shall be in attendance  
except Senators and the Secretary of the Senate, who  
shall be sworn not to disclose any executive business  
without consent of the Senate.

12.3—When the Senate agrees, by a majority of Senators  
Executive session: present, that specified appointments, re-  
vote required movals, or suspensions shall be considered  
in executive session, such shall be accord-  
ingly calendared for formal consideration by the Senate.

12.4—All information and remarks including committee  
Work product work product concerning the character  
confidentiality and qualification, together with the vote on  
each appointment, removal or suspension  
considered in executive session shall be kept a secret except  
so much thereof upon which the bans of secrecy shall have  
been specifically lifted by the Senate while in executive  
session.

12.5—A separate Journal shall be kept of executive pro-  
Executive session: ceedings of the Senate and no information  
Separate Journal regarding same shall be made public  
except by order of the Senate or by order  
of a court of competent jurisdiction.

12.6—Violation of the above Rule as to the secrecy of the proceedings of executive sessions shall be considered by the Senate as sufficient grounds for the unseating of the offending Senator.

## PART TWO—SUSPENSIONS AND REMOVALS

12.7—(a) Except as otherwise herein provided, upon receipt by the Senate of appointments, removals, or suspensions upon which the consent of the Senate is required, the President shall refer each to an appropriate select committee, or to a Special Master appointed by the President, whose charge it shall be to make inquiry or investigation and advise the President and the Senate as to its recommendation concerning the subject referred and as to the necessity for deliberating such subject in executive session. Reports and findings of select committees or the Special Master appointed pursuant hereto are advisory only and shall be made to the Senate President. The report of the committee or the Special Master shall be privileged and confidential. The President of the Senate may order the report presented to the Senate in either open or executive session, or he may refer it to the Committee on Rules and Calendar for its consideration and report. At the time the report is presented to the Senate in open session or received by the Committee on Rules and Calendar, the report shall lose its privileged and confidential character.

(b) An executive suspension of a public official who is under indictment or who has pending against him criminal charges filed by the appropriate prosecuting officer in a court of record shall be referred to a select committee or Special Master but shall be held in suspense by such committee or Special Master and shall not be considered by the Senate until the pending charges have been dismissed or until final determination of the charges at the trial court level.

(c) The Governor and the suspended official shall be given reasonable notice of any hearing before the select committee or Special Master.

(d) When it is advisable, the select committee or Special Master may request that the Governor file a statement of further facts and circumstances supporting the suspension order. Within twenty (20) days after the receipt of such statement by the suspended officer, he shall file with the select committee or Special Master a response to the Gov-

error's statement. Such response shall admit or deny the facts or circumstances set forth in the Governor's statement, and may further make such representation of fact and circumstance as may bear on the matter of his suspension.

(e) The select committee or Special Master may provide for a pre-hearing conference with counsel for the Governor and for the suspended official to narrow the issues involved in the suspension matter. At such conference, both the Governor and the suspended official shall set forth the names of witnesses, the nature of their testimony, and all evidence which will be relied on by the parties at the hearing, and each shall state to the committee what each expects to show by such testimony and evidence.

(f) Subject to the limitations of Rule 12.7(b), the select committee or Special Master shall conclude its hearings and make final recommendations to the Senate within six (6) months after the effective date of the suspension order. In the event that a suspension order is referred to the select committee or Special Master but is held in suspense in accordance with Rule 12.7(b), then the committee or Special Master shall act within six (6) months after determination of the charges at the trial court level. The Senate shall act upon such recommendations within thirty (30) days after the report of such recommendations to the Senate.

(g) Within sixty (60) days after the Senate shall have acted upon the recommendation of the select committee or Special Master, any party to the suspension matter may recover, at that party's expense, any exhibit, document or other evidentiary matter introduced by such party. After the expiration of sixty (60) days, the committee or Special Master may dispose of such exhibits or other evidence in such manner as it deems advisable.

12.8—The Senate President may appoint and contract for the services of a Special Master to perform such duties and make such reports in relation to suspensions and removals as he shall prescribe. The Special Master shall not be an employee or attache under Senate Rule One, Part Three, Sections 1.26, 1.27, 1.28, 1.29 or 1.30.

12.9—With consent of the Senate President the Special Master may have the privilege of the Senate Floor during any open or executive session for the purpose of presenting and explaining his report and answering questions as to the law and facts involved in the report.

12.10—The Select Committee and the Special Master shall each have the authority to request the issuance of subpoenas, subpoenas duces tecum and other necessary process as in the case of standing committees under Rule 2.2. The committee chairman and the Special Master may each administer all oaths and affirmations in the manner prescribed by law to witnesses who shall appear for the purpose of testifying in any matter pending before the committee or Special Master.

Issuance of  
subpoenas, etc.

### **RULE THIRTEEN**

#### **SPECIAL SESSION**

13.1—All Senate rules in effect on adjournment of the next preceding regular session shall apply and govern during special sessions except to the extent specifically modified or contradicted herein.

Applicability  
of Senate  
Rules

13.2—The Senate shall meet each legislative day at 9:00 a.m.

Sessions of  
the Senate

13.3—Committee meetings shall be coordinated and scheduled by the Committee on Rules and Calendar, or a subcommittee thereof. Meetings of standing committees and standing subcommittees scheduled in accordance with this rule may be held following an announcement by the chairman while the Senate is in session, and by the posting of notice on a bulletin board in the public corridor leading into the Senate Chamber for two (2) hours in advance of the meeting. All other provisions for publication of notice of committee meetings are suspended.

Committee  
meetings:  
schedule;  
notice

13.4—All bills and other measures for introduction may be delivered to the Secretary of the Senate at any time.

Delivery for  
introduction

13.5—Every bill, joint resolution, resolution and memorial referred to a standing committee or committees shall be reported to the Secretary before 4:40 p.m. of the third calendar day from the day of reference (the day of reference not being counted as the first day) unless otherwise ordered by the Senate by majority vote. Any bill upon which no committee report is filed as herein provided may be withdrawn from such committee and appropriately calendared upon point

Committee  
reports