

**STATE ARCHIVES - SERIES INVENTORY DRAFT**

Agency: General Assembly	RG no.
Division: House of Representatives	Series 2361

Series Title: Committee files, 1947-(1951-1988); 97th, 99th-117th

General Assemblies

**Description** Committee chairs maintain committee files for the Ohio House of Representatives' committees that they direct. The files cover initial and subsequent hearings that show the amendment, adoption, or rejection of legislation by the committee. Under rules adopted by House members at the beginning of each biennial session, committee chairs are required to keep a record of members' attendance and votes, and lists of witnesses favoring or opposing bills before the committee. Also under House rules, a committee chair may request that the committee's recording secretary keep minutes of the meetings. The minutes record dates of hearings, names of witnesses, and votes of committee members on each bill. They also contain summaries of the proceedings. Witnesses occasionally supplied copies of prepared testimony to committee members and the committee's recording secretary attached a copy to the minutes. On very rare occasions, committee chairs ordered transcripts to be made of the hearings. Rules of the Ohio House do not require committee chairs to make or keep transcripts of hearings. Consequently, the committee files rarely document legislative intent. They merely cover the history of committee actions. Also, the files may include such additional material as memoranda or notes written by committee staff members, and research or reference material. The files also may contain memoranda drafted by Legislative Service Commission (LSC) staff members and copies of bills and amendments.

47 cf. The files are arranged first by General Assembly term. Within each session the files are arranged by the committee that kept the files. Committees are arranged in alphabetical order within each term.

Archives Processing Record Processed by: DL & TR Date: 1985, 88, 91

Access	Volume	Type:	Arrangement:	Status:	Restrict: None
1/76	8 cf	Corresp. X Forms X	Alpha Y Numerical Y	Arrang Y Proces Y	
84-20	2 cf	Photos Volumes	Chron Y Other: first	Find Aid Y Sh List Y	
85-28	4 cf	Tapes Film	by General Assembly,		
87-52	23 cf	Other:	then by committee		
91-31	10 cf				

**Remarks:** See also series 1862, Senate committee files; series 1939

LSC bill analysis sheets; and series 2092 LSC bill files.

## STATE ARCHIVES CONTAINER LIST CONTINUATION

Container Number		Updated By: DL & TR	RG No.	Series 2361
Location			RECORDS DESCRIPTION	DATES
			<u>Committee Name</u>	
			109th General Assembly - continued -	1971-72
55580	53		Interstate Cooperation	
	54-	59	Judiciary	
	60		Local Government and Urban Affairs	
	61		Practices	
55581	1-2		Public Assistance	
	3-7		State Government	
	8-	10	Ways and Means	
			110th General Assembly	1973-74
	11-	12	Agriculture, Commerce, and Labor	
	13-	15	Education	
	16-	18	Environment and Natural Resources	
	19-	21	Health and Welfare	
	22-	23	Insurance, Public Utilities, and Financial	
			Institutions	
	24		Interstate Cooperation	
	25-	27	Judiciary	
55582	1-3		Judiciary	
	4-5		Local Government and Urban Affairs	
	6-	12	State Government	
	13		State Government- Subcommittee on Elections	
	14-	15	Transportation	
	16-	18	Ways and Means	