

June 1, 1995

Memo for Herman T. Guerrero

From: Howard Willens and Deanne Siemer

Re: Numbering of delegate proposals

---

The delegate proposals have been numbered seriatim 1 through 200+ as we have received them.

In order to prevent confusion and to decrease the administrative burden during the Convention, we suggest the following procedure with respect to numbering of delegate proposals:

(1) Every delegate proposal must have a number before it can be introduced. This is the only practical way to maintain the necessary records with respect to the disposition of delegate proposals.

(2) Numbers have been assigned during the pre-convention drafting process. We propose that these numbers assigned in the drafting process stay with the proposal for all purposes.

(3) When delegates have proposals that they want to introduce on Day 1 or subsequent days of the Convention, that have not been through the legal counsel drafting process, they would go to the Secretary of the Convention to get a number. No proposal could be introduced without a number. When the Secretary gets a proposal for assignment of a number that has not been through legal counsel, the Secretary would give a copy to legal counsel who would be responsible for filling in the bottom blanks on the form as to constitutional articles that would be amended and affected. This is the only way to have a consistent method for assigning proposals to substantive committees. The Secretary would not issue a number until the proposal was returned by legal counsel after the bottom blanks were either filled in or reviewed (if the delegate had already filled them in). This would also give legal counsel an opportunity to review the proposal with the delegate if other legal concerns were presented by the proposed amendment.

(4) Proposals that are prepared by legal counsel at the request of a delegate but not signed and not introduced by a delegate will be recorded on the Secretary's roll of proposals as having been withdrawn. That way, a delegate can check the list and determine easily which of his or her proposals have been

formally submitted. A delegate can also change his or her mind after the Convention begins and decide to submit a previously withheld proposal, without legal counsel having to go to the trouble of hunting it up again and renumbering it.

(5) On the first day of the Convention, each delegate may rise when the procedural category of "introduction and first reading and referral of proposals" is reached (Rule 55(e)) and read off the numbers of the proposals he or she wishes to introduce formally. That will be a quick procedure. No reading of the text would be done. Legal counsel can then pull these proposals, by number, and distribute them to the delegates without having to re-type anything.

(6) As assignments are made to substantive committees, the Committee on Organization and Procedures will follow the listings at the bottom of the proposal form as to constitutional provisions to be amended. The Committee will also have an overall checklist of all proposals ever recorded so that proposals introduced by delegates will not be overlooked.

(7) The Journal Clerk can use the table already prepared by Alicia to keep track of the delegate proposals as they progress through the substantive committees.