Small Agencies Workshop
Legislative Review

January 5, 2017

Agenda

- Introductions
- Logistics
- Session Overview
- Navigating the Legislature
- Expectations and Protocols
- Resources

Logistics

Legislative Website: www.leg.wa.gov

Fiscal Note System (FNS) Login:

    Inside the state Intranet https://fns.ofm.wa.gov/

    Outside the state Intranet https://fortress.wa.gov/ofm/fns/

Bill Analysis and Tracking System (BATS) info at WaTech:

http://watech.wa.gov/solutions/it-systems/bill-analysis-and-tracking-system-bats
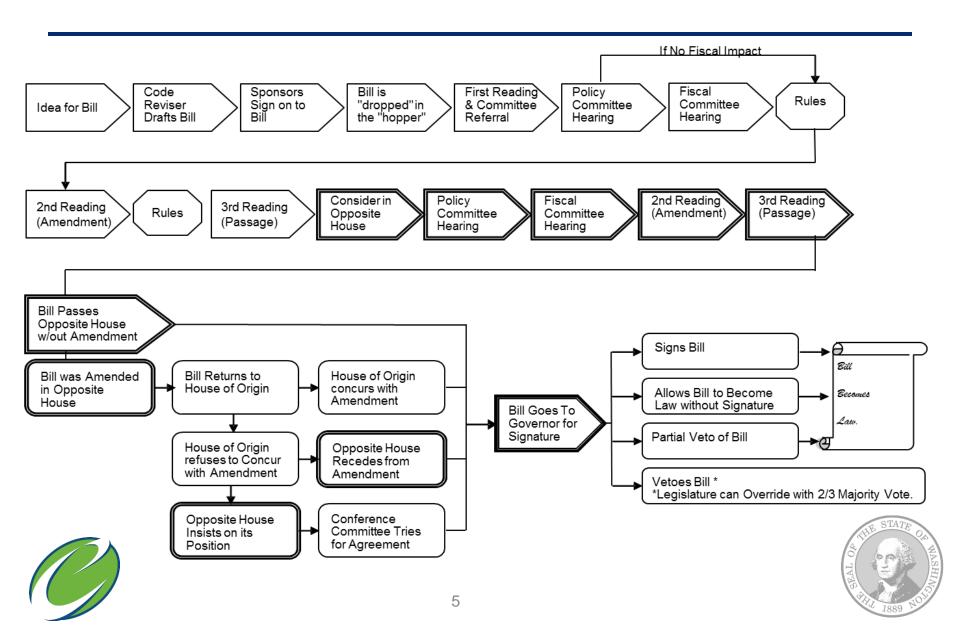
Session Overview

- Long session – odd numbered year
  - 105 day "slog"
- Short session – even numbered year
  - 60 day "sprint"
- Biannual budget is passed during the long session
  - 2017 is a budget year
- Bills that do not pass the long session are retained for the following short session
- Special Session – called by the Governor
  - No more than 30 days

Life of a Bill

If No Fiscal Impact

Idea for Bill → Code Reviser Drafts Bill → Sponsors Sign on to Bill → Bill is "dropped" in the "hopper" → First Reading & Committee Referral → Policy Committee Hearing → Fiscal Committee Hearing → Rules

2nd Reading (Amendment) → Rules → 3rd Reading (Passage) → Consider in Opposite House → Policy Committee Hearing → Fiscal Committee Hearing → 2nd Reading (Amendment) → 3rd Reading (Passage)

Bill Passes Opposite House w/out Amendment

Bill was Amended in Opposite House → Bill Returns to House of Origin → House of Origin concurs with Amendment

House of Origin refuses to Concur with Amendment → Opposite House Recedes from Amendment

Opposite House Insists on its Position → Conference Committee Tries for Agreement

Bill Goes To Governor for Signature

Signs Bill

Allows Bill to Become Law without Signature

Partial Veto of Bill

Vetoes Bill *
*Legislature can Override with 2/3 Majority Vote.

Bill Becomes Law.

2017 Cutoff Calendar

January 9	First day of Session
February 17	Policy Committee Cutoff – House of Origin
February 24	Fiscal Committee Cutoff – House of Origin
March 8	House of Origin Cutoff
March 29	Policy Committee Cutoff – Opposite House
April 4	Fiscal Committee Cutoff – Opposite House
April 12	Opposite House Cutoff
April 23	Last day of Session – Sine Die

Members of the Legislature

- House
  - 98 Representatives
  - Elected for two-year terms
- Senate
  - 49 Senators
  - Elected for four-year terms
- Part time
- Citizen legislature

Legislator Etiquette

- Always use the member's formal title
- Never interrupt
- Never tell a member what they can and cannot do
- Always be on time and never waste a member's time
- Be preemptive - never surprise or ambush a member, especially in public
- Be mindful of your facial expressions

Legislative Communications

- Main point first
- Deal in stories
- Be relatable
- Speak in plain talk
- Know your audience
- Build trust
- Be respectful

Public Hearings

- Wear appropriate and professional attire
- Arrive early – agenda items are not always in order
- Electronic sign-in
- Check for proposed amendments
- Provide committee staff with written materials
- Be prepared – long and short version
- Introduce yourself and provide your title
- Be clear and concise – **start with your conclusion**
- If possible, stay for the entire hearing and be prepared for questions
- Follow-up when you do not know the answer

Why does this matter?

- Members determine our budget and budget cuts

- Members write laws, change laws, change policy, and can limit authorities

- We need allies to help defend against:
  - Horse trading
  - Bill hostage
  - Political attacks

Government Relations Team

- Agency staff are the frontline (expertise, experiences)

- Good relationships are critical for our success

- Balancing act between existing workloads and new legislative demands

- Team effort - we are in this together

Monitoring Resources

- Monitoring through TVW

  http://www.tvw.org/

- Legislative Website

  www.leg.wa.gov

Training Resources

- Bill Analysis (BATS) Training:
  http://my.elearning.wa.gov/bats/story.html

- Bill Analysis and Tracking System (BATS):
  https://xcrm.wa.gov/crmbats

- Fiscal Note Training:
  http://sp.des.wa.gov/des/so/GovComRel/fn/2016%20Fiscal%20Note%20Training.pptx

Thank you!

Questions?