Today’s Topics

- Overview of Legislature
- Concept to governor’s desk – the process
  - Keep track of what’s going on – timing & tools
  - Meeting with legislators during session
  - Testifying before committees
- WACO video – Navigating the Legislative Webpage
- Establishing and Maintaining Positive Legislative Relations
- WACO Legislative Program and Strategic Plan
House and Senate

49 legislative districts

Each district – 1 senator and 2 representatives

Legislature convenes 2\textsuperscript{nd} Monday in January

Sessions alternate 105 days odd years (biennial budget) and 60 days even years (supplemental)

Interim = time between sessions
Find your legislator

District Finder:  http://app.leg.wa.gov/DistrictFinder/
From idea to law

- Agency and Executive Request
- Governor’s budget
- Where do legislators get their bill ideas?
- How a bill becomes law
- Bill signings
Before session –

- Agency and Executive Request
- Governor’s budget  [https://ofm.wa.gov/](https://ofm.wa.gov/)

Office of Financial Management

The Office of Financial Management (OFM) plays a critical role in the planning, analysis, and implementation of the state's operating and capital budgets. We have the primary responsibility for making budget recommendations to the Governor and presenting the Governor's budget proposal to the Legislature and the public. After budgets are approved by the Legislature and signed into law by the Governor, we monitor state agency activities for conformance with executive and legislative intent.

State budgets
- 2018 Gov. Inslee's proposed supplemental budget
- 2017-19 enacted budgets
- 2017-19 Gov. Inslee's proposed budget
- 2017 enacted supplemental budgets

Agency expenditure monitoring

Agency activities and performance

Fiscal impact of ballot measures and proposed legislation

What's new
- State revenue projection for 2017-19 increased by $298 million
- 2019-21 operating and capital budget instructions
- New system to streamline, modernize state budgeting processes
- Allotment instructions for 2018 supplemental budgets
- Gov. Inslee's veto messages for 2018 supplemental budgets
How a bill becomes law (usually)

CERTIFICATION OF ENROLLMENT
ENGROSSED SENATE BILL 6413
Chapter 66, Laws of 2016
64th Legislature
2016 Regular Session

LANDLORD-TEANANT--SCREENING REPORTS AND DEPOSIT REFUNDS

EFFECTIVE DATE: 6/9/2016

Passed by the Senate March 9, 2016
Yeas 49 Nays 0

Passed by the House March 2, 2016
Yeas 97 Nays 0

Speaker of the House
Approved March 29, 2016 4:21 PM

Secretary of State
State of Washington

JAY INGLEE
Governor of the State of Washington
Step 1: Only a legislator can introduce a bill

A Guide to Reading a Legislative Measure

State of Washington 59th Legislature 2005 Regular Session

By Senators Green and Blue (by request of Department of )

Read first time 01/10/2005. Referred to Committee on Government Operations & Elections.

AN ACT Relating to the board of accountancy; amending RCW 18.04.180; adding a new section to chapter 18.04 RCW; repealing RCW 18.04.183 and 18.04.320; and providing an effective date.

BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF WASHINGTON:

Sec. 1. RCW 18.04.180 and 2004 c 159 s 3 are each amended to read as follows:

(1) The board shall issue a license to a holder of a certificate/valid license issued by another state that entitles the holder to practice public accountancy, provided that:
  (a) Such state makes similar provision to grant reciprocity to a holder of a valid certificate or license in this state;
  (b) The applicant meets the CPE requirements of RCW 18.04.215(5);
  (c) The applicant meets the good character requirements of RCW 18.04.105(1)(a); and
  (d) The applicant passed the examination required for issuance of his or her certificate or license with grades that would have been passing grades at that time in this state and meets all current requirements in this state for issuance of a license at the time application is made; or at the time of the issuance of the applicant's license in the other state, met all the requirements then applicable in this state; or has three years of experience within the five years following the adoption of the rules governing the issuance of licenses.

BILL NUMBER: Each bill is assigned a number for identification.
PRIME SPONSOR: The member of the Legislature who first introduced the bill.
CO-SPONSOR(S): The member(s) of the Legislature who join the prime sponsor in introducing the legislation.
AGENCY REQUEST: Indicates that bill was requested by an executive branch agency (legislative sponsor still required).
REFERRAL: The date the bill was introduced and to which committee it was referred.
BILL TITLE: Identifies the subject of the legislation and how it affects the Revised Code of Washington (RCW).
ENACTING CLAUSE: This states who intends to make this bill a law. It will either be by the people of the state or by the Legislature.
AMENDATORY HEADING: Also known as the "jingle," recites both the
Step 2: Bill Assigned to Policy Committee

- Public Hearing
- Executive Session – committee votes on whether to send bill to fiscal committee or floor

Sign Up for Emails on Committee Meetings

https://public.govdelivery.com/accounts/WALEG/subscriber/new
## Step 2: Bill Assigned to Policy Committee

Leg.wa.gov

### Committee Schedules, Agendas, and Documents

<table>
<thead>
<tr>
<th>Chamber</th>
<th>Committee</th>
<th>Date/Time</th>
<th>Agenda</th>
<th>View Docs</th>
</tr>
</thead>
<tbody>
<tr>
<td>Senate</td>
<td>Labor &amp; Commerce</td>
<td>7/12/2018 10:00 AM</td>
<td>Agenda</td>
<td>View Docs</td>
</tr>
<tr>
<td>Joint</td>
<td>Improving State Funding for School Construction, Joint Legislative Task Force</td>
<td>7/16/2018 10:00 AM</td>
<td>Agenda</td>
<td>View Docs</td>
</tr>
</tbody>
</table>
Majority reflects majority party

Appointed biennially (unless replacements)

Officially announced after beginning of session
How to Testify –

- Electronic sign-in – Kiosks in Cherburg and JLOB
- If bringing handouts or written testimony, provide to committee staff before start of hearing
- Sit close to front / don’t waste time walking up to table

When called up to testify:
  - Introduce yourself and who you are representing
  - Be brief and focus comments on the bill
  - If testifying in opposition/with concerns clearly state why AND what changes would allow you to support the bill, if any.
  - Thank the committee

If unable to testify in person, email chair and committee members, cc: staff
Step 3: Fiscal Committee

IF they have fiscal note / impact the state budget

- Public Hearing
- Executive Session – committee votes on whether to send bill to floor

*Fiscal committees not interested in hearing testimony about the policy aspects of bill*
Step 4: Rules Committee

- Determines flow of bills to House or Senate Floor
- Does not hold public hearings, but public can attend

*Underestimated importance – many a bill dies here*
Step 5: Floor

- “House of Origin” – wherever the bill originated – whether House or Senate
- House Floor Calendar – https://app.leg.wa.gov/far/House/Calendar
- Senate Floor Calendar – https://app.leg.wa.gov/far/Senate/Calendar
Step 6: Repeat Process in Opposite “House”

- Policy Committee
- Fiscal Committee?
- Rules
- Floor

If bill is amended by opposite house, house of origin must concur with amendments or ask the second chamber to recede from the amendments.

If differences unresolved, a conference committee may be called. Their agreement must be adopted by both houses.
Governor’s Signature = bill becomes law

- May veto sections; override requires 2/3 vote
- Bill signings – Picture with Governor . . . and free pen!

Bill signing schedule:
## Legislative Calendar / Cutoffs

<table>
<thead>
<tr>
<th>Date</th>
<th>Event</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>January 8, 2018</strong></td>
<td>First Day of Session</td>
</tr>
<tr>
<td><strong>February 2, 2018</strong></td>
<td>Last day to read in committee reports (pass bills out of committee and read them into the record on the floor) in house of origin, except House fiscal committees and Senate Ways &amp; Means and Transportation committees.</td>
</tr>
<tr>
<td><strong>February 6, 2018</strong></td>
<td>Last day to read in committee reports (pass bills out of committee and read them into the record on the floor) from House fiscal committees and Senate Ways &amp; Means and Transportation committees in house of origin.</td>
</tr>
<tr>
<td><strong>February 14, 2018</strong></td>
<td>Last day to consider (pass) bills in house of origin (5 p.m.).</td>
</tr>
<tr>
<td><strong>February 23, 2018</strong></td>
<td>Last day to read in committee reports (pass bills out of committee and read them into the record on the floor) from opposite house, except House fiscal committees and Senate Ways &amp; Means and Transportation committees.</td>
</tr>
<tr>
<td><strong>February 26, 2018</strong></td>
<td>Last day to read in opposite house committee reports (pass bills out of committee and read them into the record on the floor) from House fiscal committees and Senate Ways &amp; Means and Transportation committees.</td>
</tr>
<tr>
<td><strong>March 2, 2018</strong></td>
<td>Last day to consider (pass) opposite house bills (5 p.m.) (except initiatives and alternatives to initiatives, budgets and matters necessary to implement budgets, differences between the houses, and matters incident to the interim and closing of the session).</td>
</tr>
<tr>
<td><strong>March 8, 2018</strong></td>
<td>Last day allowed for regular session under state constitution.</td>
</tr>
</tbody>
</table>

* After the 54th day, only initiatives, alternatives to initiatives, budgets and matters necessary to implement budgets, matters that affect state revenue, messages pertaining to amendments, differences between the houses, and matters incident to the interim and closing of the session may be considered.
Select “Bill Information”

Get notifications on specific bills

Find info on fiscal impact
Establishing / Maintaining Legislative Relations

- When? Interim – when real conversation is possible
- Why should they want to know you better?
  - Constituent?
  - Expertise?
  - Influence?
  - . . and you are polite, respectful and want to help.
- Legislative staff
- Other venues – town halls, interim committee meetings, check their webpage
- Thank them for past support; ask about their goals
- Build relationship and understanding with staff
Meeting with Legislators

- Best time is when they are NOT in session / during session as return visits

- During session:
  - make an appointment via their leg assistant; don’t expect more than 5–10 minute appointment
  - focus on specific legislation of that session
  - be prepared and informed
    - Professional expertise on issue
    - Position of stakeholders
    - Facts and figures on cost / benefit of bill

- Ask WACO / WASPC for help!
WACO Legislative Relations Services

- Education / Training
- Technical Assistance
- Representation and Advocacy

More on these services presented at Tuesday afternoon at 1:30p.m. session