

New Member Orientation

UNC School of Government, Room 2601

January 6-7, 2015

Agenda

Tuesday, January 6

8:30 – 9:00 Check-in

Continental breakfast and coffee available

9:00 Welcome

- Dean Mike Smith, UNC School of Government
- Chancellor Carol L. Folt, UNC Chapel Hill

9:30 How an Idea Becomes a Law – The Beginning

- *I have an idea! What should I do about it?*
- *Should I get a fiscal note or fiscal memorandum?*
- *How do I read and interpret a bill?*
- *My bill is ready. What do I need to do before I introduce it?*
 - Aimee Wall and David Brown, UNC School of Government
 - Kory Goldsmith, NCGA Bill Drafting Division
 - Mark Trogdon, NCGA Fiscal Research Division
 - Denise Weeks, House Principal Clerk
 - Sarah Lang, Senate Principal Clerk

10:45 Break

11:00 How an Idea Becomes a Law – The Beginning (cont.)

- *My bill has been referred to committee! Now what? When will my bill be heard?*
 - Representative Dean Arp
 - Senator Joel Ford

11:30 Lunch

12:45 How an Idea Becomes a Law – The Middle

- *My bill is scheduled to be heard in committee. What will happen during and after the committee meeting?*
 - Norma Houston and David Brown, UNC School of Government
 - Walker Reagan, NCGA Research Division
 - Mark Trogdon, NCGA Fiscal Research Division
 - Denise Weeks, House Principal Clerk
 - Sarah Lang, Senate Principal Clerk
 - Legislative Committee Members
 - Representative Dean Arp
 - Senator Dan Blue
 - Senator Joel Ford
 - Representative Julia Howard
 - Representative Grier Martin

2:30 Break

2:45 How an Idea Becomes a Law – The End

- *What happens after a bill is ratified?*
 - Michael Crowell, UNC School of Government
 - John Turcotte, NCGA Program Evaluation Division

3:45 Open Q&A

4:30 Adjourn

New Member Orientation Agenda

Wednesday, January 7

8:30 – 9:00 Continental breakfast and coffee available

9:00 **How IT Tools Can Help You**

Once the legislative session begins and the pace quickens, it can become difficult to stay on top of all of the information that you need to know about pending legislation. This session will provide a brief overview of the School of Government's Legislative Reporting Service (LRS), an online tool to help you manage legislative information, as well as the many IT tools available through the NCGA's intranet.

- Christine Wunsche, UNC School of Government
- Peter Capriglione, NCGA Information Services Division

9:30 **What I Know Now That I Wish I Had Known Then... Advice from Sophomores**

Returning members of the sophomore class will offer some reflections and advice for the new members on subjects such as building relationships, working with legislative staff, the role of lobbyists and the media, and managing constituent requests.

- Senator Valerie Foushee
- Representative Donny Lambeth
- Representative Graig Meyer
- Senator Trudy Wade
- Moderated by David Brown, UNC School of Government

10:45 **Break**

11:00 **Demystifying the Budget Process**

The state budget is one of the most important and complex bills legislators will encounter each session. The budget development and review process can sometimes be confusing or frustrating (or both). During this session, staff will describe the steps in North Carolina's budget process, highlight key decision points for new members, and answer questions.

- Mark Trogdon, NCGA Fiscal Research Division

11:45 **Lunch**

- Legislative Reporting Service demos and assistance available in computer lab

1:00 **Behind The Scenes: How Your Legislative Assistant Can Support Your Work**
Experienced LAs will discuss tips and best practices for managing a legislative office and handling constituent requests.

- Irma Avent-Hurst (Senator Van Duyn)
- Paula Fields (Senator Rabon)
- Pattie Fleming (Representative Starnes)
- Margie Penven (Representative Horn)
- Moderated by David Brown, UNC School of Government

2:00 **Break**

2:15 **My Legislative Office: An Ethics Discussion**
Following up on the introduction to ethics offered in December, this session will offer an opportunity to consider and discuss several real-world scenarios that may present ethical challenges for new members.

- Norma Houston, UNC School of Government
- Erika Churchill, Tim Hovis, and Denise Huntley Adams, NCGA Research Division

3:30 **Final Thoughts and Adjourn**