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#### **ABOUT THE TOOLKIT**

The Youth Cannabis and Commercial Tobacco Prevention Program (YCCTPP) of the Washington State Department of Health (DOH) strives to prevent and reduce the onset of cannabis and commercial tobacco use in youth, ages 12-20, by funding, leading organization, and facilitating further development and sustainability of prevention efforts.

The Grant County Health District (GCHD) serves as the North Central Region's lead organization for the YCCTPP and strives to facilitate regular and effective communication between subcontractors and community partners regarding community, county, and regional prevention efforts.

Every year, the YCCTPP network revisits their regional workplan and identifies goals and objectives that guide regional prevention efforts. The YCCTPP has identified PSE work (policy, systems, and environmental change work) and decision-maker engagement as essential and foundational to prevention efforts and sustainable positive change.

In order to effectively engage with decision-makers and impact PSEs it is important to know how to understand and engage with state legislative processes.

Engagement with decision-makers and legislative processes can vary greatly depending on who you are, what you do for work, and what you want out of the experience(s). For some, education of how it all works will be the extent of their engagement, and for others, they will be on the front line making their voices, needs, and wants known.

No matter what your level of engagement will be, this toolkit is meant to serve as an educational resource. It includes a compilation of knowledge, definitions, experiences, and guidance from several well-known players on the WA State prevention scene.

The goal that drove the creation of this toolkit was to have all of the best and well-known resources in once place.

While the toolkit has been created with both hardcopy and virtual uses in mind, it does function best in an online format. There are many links throughout the toolkit that take you to external resources.

Much of what is in this toolkit is a summarized version of the mentioned resources. If a quick read and basic understanding is what you are after, you will enjoy the toolkit as is. If you are after a more in-depth breakdown of some of the terms and processes, you might benefit from following the associated links and utilizing the resources section at the end.

# OVERVIEW

#### **Fast Facts**

- The WA State Legislature is made up of two chambers (Bicameral), the Senate and House of Representaives.
- WA has 49 legislative districts, each one with one Senator and two Representatives.
- Senators serve four-yearterms and Representatives serve two-year-terms.
- The term for governor is four years long.
- The legislative cycle is two years long (biennium).
- There are two kinds of legislative sessions: regular and special.



#### **The Main Point**

The Senate and the House of Representatives meet in session each year to create new laws, modify existing laws, and enact budgets for the state.

The members of the House and Senate offer legislation, or bills, for consideration. Ideas for bills come from a many places: something that has happened in the last year that inspires new legislation, a member wishes to address an issue that is specific to his or her district, the Legislature decides to tackle a major issue, etc.

Resource(s): WA State Legislature

## LEGISLATIVE SESSIONS

# WITHIN THE TWO YEAR LEG CYCLE

#### Regular Sessions

Regular sessions begin on the second Monday in January each year. In the odd-numbered years, for example, 2023, the regular session is 105 days long; in the even numbered years, for example, 2024, it is 60days long.

#### Special Sessions

Special sessions, or sometimes called, extraordinary sessions, are called by the Governor to address specific issues, usually the budget. There can be any number of extraordinary sessions within the two year legislative cycle, and they can last no more than 30 days.





#### **Prefiling**

House and Senate members are able to prefile bills for introduction in the month before the legislative session begins. Pre-filed bills are then officially introduced on the first day of the session. Prefiled bills can be found <a href="https://example.com/here">here</a>.

#### **Introduction**

Sometimes called the first reading, the introduction and referral to committee is the first thing that happens to a bill on the "floor". Leadership determines which committee a bill will be assigned to - this is usually determined by the bill's subject matter. Bills that require an appropriation or that raise revenue must also be sent to a fiscal committee for review.

To see which bills will be introduced for the upcoming legislative day, visit the <u>Agendas</u>, <u>Schedules</u>, <u>and Calendars</u> page and display House Introductions or Senate Introductions.

#### **Committee Action**

Committees hold three (3) kinds of meetings:

- 1 Work Sessions: this is when issues are determined and reviewed.
- 2 Public Hearings: this is when testimony from interested parties/individuals is taken.
- 3 **Executive Sessions:** this is when the committee decides how it will report the bill to the entire house.

\*\*Not all bills are scheduled for hearing, so many bills never get any further than committee.

#### **Reporting Bills**

Do Pass: the bill is passed as is.

Do Pass As Amended: the bill is passed as amended by the committee.

**Do Pass Substitute:** the committee offers a differing version of the bill to take the

place of the original bill.



#### **Reporting Bills**

**Majority Report:** this report is signed by members on the prevailing side.

**Minority Report:** this report is signed by those who disagree with the majority.

\*\* Not all bills that come out of a committee have a minority report. To see the list of bills that have been reported out of the House or Senate committee each day, visit the <a href="Standing Committee Reports">Standing Committee Reports</a>.

#### **Bill Reports**

Bill reports include a legislative history of the bill, background on the bill issue, a summary of the legislation, the names of those who have testified on the bill, and a summary of the testimony for and against the bill.

Bill reports are edited as the bill moves through the legislative process. Once the bill moves to the opposite house, that house prepares a bill report as well. A bill that has finally passed the Legislature would have House, Senate, and Final bill reports.

There is a "cut-off" date for bills to be out of committee in the first house and for bills to be out of committee in the second house.

#### **Rules Committee**

#### What is it?

The Rules Committee is where leadership exercises the most control over the process. The Rules Committee is made up of two members from both parties. Each member on the committee gets to select two or three bills that will move on to the next step in the process.

#### **Bill Selection**

The bills that each committee member selects might be the result of a party caucus, or another member approaching the committee member, or a piece of legislation about which the member feels strongly.



Rules Committee bills that are ready to be debated on and voted out of the origin chamber.

#### The First Step

The first step in the Rules Committee process is called Rules Review in the House and Rules White in the Senate. This is where Rules Committee members review bills and decide whether or not to move them on to the next step.

#### The Second Step

The second step is called Rules Consideration in the House and Rules Green in the Senate. Sometimes, bills skip this step and go to the calendar for second reading. This step is another step that allows leadership to control the process.

#### Calendars

The Rules Committee decides which bills will be scheduled for second reading. The bills that will probably require debate are placed on the regular calendar. Bills that are most likely not controversial may be placed on the suspension calendar in the House, the consent calendar in the Senate. The Rules Committee is also responsible for deciding what bills will be placed on the regular calendar of the suspension/consent calendar.

#### **Bill Report Books**

Each house prepares documents that list the bills scheduled to be heard on the floor:

The *House* prepares "bill report books" that contain an order of contents and the bill report of each bill on the calendar, and "floor calendars" that is a list of the bills, a brief description for each bill, and the committee action on each.

The Senate prepares "calendars" that have the order of contents and a report of each bill, and "flash calendars" that are lists with brief descriptions of and committee actions on bills. The Senate flash calendar lists those bills that were "pulled" from Rules at the last Rules Committee meeting. To see the bills on the calendar in either house, visit here: House or Senate.

Resource(s): WA State Legislature



#### **Second Reading**

The second reading of a bill is when the chamber discusses the merits (the worth or advantage of) of the legislation.

It is also during the second reading when members may offer amendments to a bill.

The majority of bills that make it to their second reading get there in the couple of weeks following the committee cut-off.

If a bill has been amended in committee or on the floor in the first chamber, it is ordered **engrossed**. Engrossing a bill means incorporating the amendments into the body of the bill so that the second chamber only receives one document. If a bill has been engrossed in the second chamber, it is then returned to the first chamber with the new amendments attached so that the first chamber can decide whether or not it wishes to agree with the changes (amendments) the second chamber made.

#### **Third Reading**

It is during the third reading that the roll call vote on final passage is taken. If a bill finally passes, it then continues on on the process. If a bill fails on final passage, it goes no further (is dead).

Under some circumstances, the chamber may decide to reconsider the vote that was taken; in that case, the chamber has 24 hours to make a motion that the bill be reconsidered.

At the start of the legislative session, both chambers (House and Senate) agree on "cut-off" dates by which bills must be finally passed out of the first chamber and finally passed out the second chamber.



#### **Concurrence**

If a bill has been amended by the second chamber, the first chamber must decide whether it will concur (agree to) the amendments (changes) or not. Leadership is responsible for deciding which bills returned from the second chamber will be discussed and places those bills on either the concurrence calendar (House) or the concurring calendar (Senate).

If the first chamber (the chamber where the bill originated) concurs in the amendments, the bill is then considered to have passed the Legislature.

#### **Dispute**

If the first chamber disagrees with the second chamber, it can ask the second chamber to recede (go back on) from the amendments. If the second chamber recedes, the bill is then considered to have passed the Legislature.

#### **Conference Committee**

If the two chambers are unable to reach an agreement, one of them is able to ask for a conference committee.

During a conference committee, members from each chamber meet to discuss the differences. If members are able to reach an agreement on what is to be done, the conference committee then makes a <u>report</u>. Both chambers must then adopt the conference committee report for the bill to pass the Legislature.

\*\*The House Floor Activity Report and the Senate Floor Activity Report list the bills on the concurrence, dispute, and conference calendars.

#### **Enrolling**

Once a bill has finally passed the Legislature, it is considered enrolled.

A certificate proclaiming that the bill has passed the is attached and, if necessary, the amendments from the second chamber or conference committee are incorporated into the body of the bill.

Resource(s): WA State Legislature



#### **Enrolling**

Once the bill has been enrolled, it is signed by the Speaker of the House, Chief Clerk of the House, the President of the Senate, and the Secretary of the Senate and is sent to the Governor for their action.

#### **Governor's Actions**

Once a bill is enrolled and signed, the Governor reviews it. The Governor may then either decide to sign the bill, veto (reject) part of it, or veto all of it.

Should the Governor veto part of the enrolled bill, the Legislature may vote to override the veto.

Should the Governor not act on the bill after the allotted number of days (5 days during session and 30 days after session), it is as if it was signed by the Governor.

After the Governor's actions, bills go to the Secretary of State (SOS) who assigns a session law chapter number to the bill.

The Chapter to Bill Table (<u>available here</u>) lists the bills that have finally passed the Legislature, the chapter numbers assigned by the SOS, vetoes, short descriptions, and the effective dates.

#### **Carryover Bills**

The Legislature operates within a two-year cycle. For example, the 2023-2024 session - There will be at least two regular sessions, a "long" session in 2023 (105 days) and a "short" session in 2024 (60 days). There could also be any number of special sessions (none of which may last longer than 30 days).

Just because a bill did not make it all the way through the regular session in the oddnumbered year, does not mean that is is "dead". At the end of the session, all bills in the second chamber are returned to the first (originating) chamber. At the start of the next session, be it a special session or the next regular session, bills from the previous session are reintroduced and retained in the position that they ended in.



#### **Carryover Bills (Continued)**

Carryover bills can be taken up again in subsequent sessions during the biennium (a period of two years). The first chamber can place the bill on the calendar for third reading and send it back the second chamber, or it can make the bill go to committee and through the whole legislative process once again. The Legislature has a lot of wiggle room with Carryover bills.

Carryover bills are in addition to new bills that are introduced during the current session.

If a bill does not make it through the process by the end of the biennium (end of the two-year cycle), it is then considered "dead".

#### **The Biennium**

The legislative sessions are broken into two-year cycles, the biennium. Long Sessions (105 days) and Short Sessions (60 days).

The main goal of the **Long Session** is to pass the State budget and fix and/or pass state law. In the State budget there are three main parts, the Capitol, Transportation, and Operating budgets. The Operating Budget is the budget that funds social service programs and public health programs.

During the **Long Session**, all bills start at the beginning of the legislative process. House Bills (HB) start at 1000 and Senate Bills (SB) start at 5000. During the Long Session, bills that "die" are not actually dead - they get another chance during the following Short Session.

The **Short Session** is a time to take what has not passed and continue to work on it. The Short Session is often times called a supplemental budget year - a time to fix things in the budget that are not aligning well.

Bills that "died" during the Long Session resume where they left off during the **Short Session**. Bills that "die" during the Short Session are dead and are done.



#### **How is the Budget Created?**

State agencies, the Governor, the Legislature, citizens, and interest groups are all involved in the creation of the WA State budget.

In early fall, *state agencies* are able to submit budget requests to the Office of Financial Management. The Governor reviews agency budget requests and is then able to incorporate pieces into their budget proposal.

By law, the *Governor* must propose a biennial budget proposal for spending and taxation in December of even-numbered years, the month before the Legislature convenes for regular session.

#### The Legislative Budget Process

#### **Operating Budget:**

• chairs of the House Appropriations Committee and the Senate Ways & Means Committee work with members and staff to review items in the Governor's proposal.

#### **Transportation Budget:**

• developed by committees in the House and Senate.

#### **Capitol Budget:**

• developed by a committee in the House.

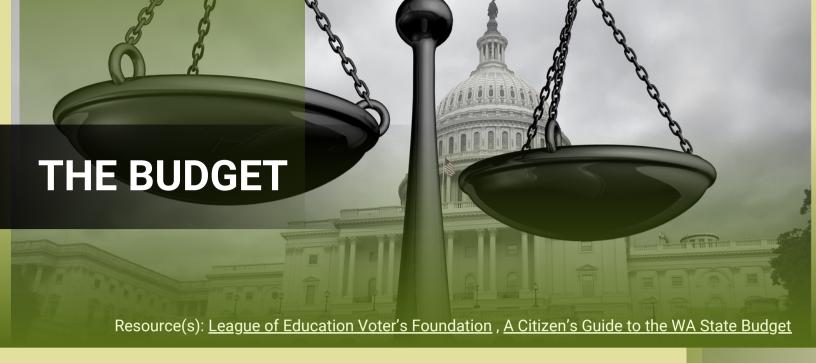
The initiation of legislative budget proposals alternates between chambers each biennium.

After each chamber has passed its version of the budget, any differences must be reconciled. Fiscal leaders from both chamber meet to negotiate a final budget that will be submitted to the full Legislature.

#### Finalizing the Budget

The final budget is sent to the Governor who has the opportunity to veto some or all of the budget, but they cannot add money for an item for which the Legislature provided no funding. Once the budget has been signed by the Governor, it takes effect of July 1 of each **odd-numbered** year.

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#### Where to Locate the Budgets

The <u>Office of Financial Management</u> houses information on budgets proposed by the Governor, supplemental budgets, and enacted budgets.

#### **Budget Breakdowns**

The **Operating Budget** pays for the day-to-day operations of the state government (including federal funds and dedicated funds).

The **Transportation Budget** pays for transpiration activities, such as designing and maintaining roads and public transit.

The **Capitol Budget** is used to acquire and maintain state buildings, public schools, higher education facilities, public lands, parks, and other assets.

#### **Where Does The Money Come From?**

Most of the money that WA State uses to pay for services comes from state taxes. The major tax sources in WA State are sales tax, property tax, and the Business and Occupation tax (a tax on gross receipts rather than on profit of income).

#### What is the State General Fund?

The General Fund serves as the principal state fund supporting the operation of state government. All major state tax revenues (sales, business and occupation, property tax, and others) are deposited into the General Fund.

#### **House Appropriations Committee**

Considers the Operating Budget bill and related legislation; budget processes, and fiscal issues. This committee also considers bills with operating budget fiscal impacts.

#### **Senate Ways & Means Committee**

Considers the Operating and Capital Budget bills and related legislation. This committee also deals with tax policy and other fiscal issues.



#### How a Bill Becomes a Law

A bill is introduced in either the Senate or the House by a member.

The bill is referred to a committee. The committee studies the bill. The committee might hold a public hearing on the bill. The committee either passes, rejects, or takes no action on the bill.

If the bill is passed out of committee, the committee report is read in open session of the House or Senate, and then the bill referred to the Rules Committee.

The Rules Committee can either place the bill on the second reading calendar for debate before the entire body, or take no action.

At the second reading, a bill is subject to debate and amendment before being placed on the third reading calendar for final passage.

After passing one chamber, the bill goes through the same procedure in the other chamber.

If amendments are made in the other chamber, the first chamber must approve the changes.

When the bill is accepted in both houses, it is signed by the respective leaders and sent to the governor.

The governor signs the bill into law or may veto all or part of it. If the governor fails to act on the bill, it may become law without a signature.

# Levels of Involvement

Education

- Education is basic and broad
- Education is not tied to a certain policy
- Education is sharing data
- Education is sharing community stories
- Education is saying "we are here" or "thank you"

Advocacy

- Advocacy is essentially education, BUT the data and education shared is being linked to a SPECIFC bill or budget
- Advocacy can be done with public funds, but be sure to keep your leadership/funders/organization in the loop and get the thumbs up from them.

Lobbying

- Lobbying includes a specific ASK
- Lobbying can include testifying
- · Lobbying can include signing in on a bill
- Lobbying can NOT be done under public funds

The colors of the circles can be thought of like a traffic light: **green** means go (education can be done with public funds and by anyone), **yellow** means slow down and think about it before you keep going (advocacy *can* be done with public funds, BUT some funders and leaderships may not be on board with an organization doing some advocacy. Always get the *green* first), **red** means STOP (lobbying is not allowed with the use of public funds. Find a partner or someone who can lobby legally under their own brand name).

# What Am I Doing?

This page features examples related to underage access to and consumption of alcohol in a community, some of the different actions that could be taken, and what they are (education, advocacy, and/or lobbying).

You share a community story with your legislator about how a local youth was injured in a car crash that involved underage drinking.

**Education** 

You share data points related to underage alcohol use in your community.

You ask your legislators to vote in favor of bill 1234 as it supports increased funding for STOP Act funding.

Advocacy

You provide information about how bill 1234 will impact rates of underage alcohol use.

Education

Lobbying

You ask your legislator to include an increase of \$500,000.00 in bill 1234 for county prevention efforts.

Education

Members of your local coalition share their experience and opinion related to illegal sales of alcohol to youth in their community.

Advocacy

You meet with your legislator(s) and tell them how important STOP Act funding is to your community's underage alcohol use prevention efforts.

Lobbying



There are several ways to offer education during the legislative session. Remember to keep messaging broad, ensure it is *not* tied to a specific piece of legislation, and does not come with an ask if the goal is solely to *educate*.

Below are some examples of educational messages (this list is *not* exhaustive and does *not* include all possibilities. If you/your group receives public funding, please check with your funding agency and leadership (or alike) to ensure that everyone approves of the messaging moving forward.)

- "Nearly 40% of 8th and 10th graders at No Name High School reported use of E-cigarettes in 2013."
- "Tobacco use is the leading cause of preventable death in the United States."
- "Members of the \_\_\_\_ population in No Name County have shared stories of frustration, fear, and discouragement when seeking SUD treatment..."
- Have a youth/youths share their WHY for joining a local substance use prevention coalition.
- Sharing data from observational studies you have done in your service area. Sharing what you saw, what you heard, what you didn't see, what you wish you saw, etc.
- Share notes from a coalition meeting.
- Add a legislator and/or their LA to your organization's email listserv.
- Simply send a message to your legislator and/or their LA introducing yourself and who you represent. Letting them know you are there and ready to answer their questions should they have any. Often times legislators are not aware of all of the resources and groups out there.

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There are several ways to engage in advocacy during the legislative session. Remember, advocacy occurs when an educational message is being linked to a specific piece of legislation/bill.

Below are some examples of advocacy messages and activities (this list is *not* exhaustive and does *not* include all possibilities. If you/your group receives public funding, *please* check with your funding agency and leadership (or alike) to ensure that everyone approves of the messaging moving forward).

Advocacy involves raising your voice and providing information in favor (or against) an idea or policy.

- "Current taxation rates on tobacco products are detrimental to cessation efforts in WA State."
- "Bill 1234 will affect youth by..."
- "Local youth substance use prevention coalitions are critical in efforts to prevent and reduce youth substance use."
- Share a fact sheet related to the positive impacts of CPWI coalitions on youth substance use prevention with a specific bill #.
- "The impact of bill 1234 on local prevention efforts will be..."
- Meet with your legislator(s) to educate them on the importance of DCA funding for your community.



There are several ways to lobby during the legislative session. Remember, lobbying involves making a specific ask.

Below are some examples of lobbying messages and activities (this list is *not* exhaustive and does *not* include all possibilities. If you/your group receives public funding, *please* check with your funding agency and leadership (or alike) to ensure that everyone approves of the messaging moving forward).

- "Please change this sentence in bill 1234 to..."
- "Please decrease this allocation in the \_\_\_ budget."
- "\_\_\_ would like a sunset to be added to bill 1234."
- "Please support ongoing funding for \_\_\_ in the \_\_\_budget."
- Signing in on a bill this means pro, con, or other. (Other does not mean neutral. Other means that you would be pro if something in the bill changed).
- Preparing materials related to your organization's prevention efforts that contain messaging for or against a piece of legislation.
- Encouraging the community to contact legislators about a specific piece of legislation as for or against.
- Advocating for or against a specific piece of legislation.

\*\*\*Lobbying is NOT allowed under public funds. If your program doesn't allow lobbying, then it may be done on your personal time, from your personal equipment as an individual representing yourself.



Washington State has one of the most open legislatures in the U.S. Citizens, agencies, organizations, etc. have the opportunity to provide written testimony, state a position on a bill, or register to provide in-person or virtual <u>testimony</u>.

Testifying is the act of noting your position and trying to sway a committee in the direction of a certain vote on a specific bill.

If you would like to participate in the process and participate in a Committee Hearing, you can visit this <u>page</u> for information on the different options on how to do so.

- If you choose to **testify during the Public Hearing**, you need to sign up at least one hour prior to the scheduled hearing time.
- If you choose to submit written testimony, you need to ensure that your testimony has been submitted no more than 24 hours after the hearing has taken place.

#### **Before the Hearing**

Make sure to **prepare your remarks before the hearing** if you are choosing to testify during the Public Hearing.

To **avoid duplication** you should see if any others will be offering a testimony similar to what you plan to deliver.

#### **Making Your Remarks**

Make sure to **prepare your remarks before the hearing** if you are choosing to testify during the Public Hearing.

1. You will want to begin your testimony by introducing yourself (name and where you are from) to the Chair and committee. It is polite to address the Chair as either Mr. or Madam.



- 2. You will want to state if you are supporting or opposing the bill being addressed. You can start by saying something like, "I am speaking today in support of bill 1234 because...." OR "Today I am speaking in opposition of bill 1234 because..."
- 3. Ensure that you make it known if you are representing yourself, other citizens, or an organization.
- 4. **BE BREIF**. Only mention new items. Don't repeat remarks that have already been made.
- 5. Come prepared to answer questions from committee members. \*\*If you do not know the answer to a question, do not make one up. Hearings are designed for committee members to learn more. If you don't have an answer at the time of your testimony, let the member(s) know that you will send a written answer following the hearing. AND **ACTUALLY DO IT**.
- 6. Keep to your own lane and testimony. Clapping, booing, cheering, etc. during other testimonies is not permitted.

#### **How Hearings are Conducted:**

If you are testifying on a bill you will want to be present when the hearing begins.

The hearing will begin with the Committee Chair calling the hearing together.

Opening remarks may be made by the bill sponsor and/or committee staff.

\*\*Sometimes, the Chair will immediately ask for testimony and skip a comment period from the bill sponsor and committee staff - this is why it is so important to be present when the hearing begins.



#### **Something to Note:**

Most committee hearings are limited to two hours. It is sometimes necessary for the Chair to restrict testimony so that everyone is given the opportunity to express their opinion(s). You might not be called on to testify, and that is ok. You are able to provide <u>written testimony</u> up to 24 hours AFTER the start of the hearing.



# CAPABILITY & CAPACITY

Depending on the capabilities and capacities of yourself and/or of your group/organization, your involvement in the legislative process might differ from that of others. And that is okay!

**Capability** - capability here refers to what you can legally do during the legislative session. Some are only able to educate, some are able to educate and advocate, and some are able to do it all, plus lobby.

**Capacity**- capacity here is referring to what you have the means to do. Do you have enough resources such as staff, volunteers, funds, time, knowledge, etc. Some folks and organizations are more equipped to do more than others.

Collaborate and work with those around you - don't let a lack of resources keep you or your organization from getting involved in the legislative process.

Meet with your local legislative representatives before, during, and after the legislative session.

Send letters to your local legislative representatives and share relavent stories from your community.

Educate your community and educate your legislative representatives. Educate your community on how to get involved.



The interim is the time between legislative sessions. The interim is a great time to prepare for the upcoming legislative session in ways that will make you more prepared and successful.

#### Things to do

There are many things that you can be doing during the interim, but the three main things to focus on, according to Prevention Voices Washington, are:

- 1. Relationship building
- 2. **Being proactive about policy work** by educating policymakers about how policy might impact your community, joining groups who address policies related to your work, draft bills (if you are able to do so), etc.
- 3. Addressing and fixing any internal processes so that everyone is on the same page regarding activities during session.

The interim is a great time to learn about the legislative process and prepare yourself and your organization.

**Know when you are done as far as action goes.** This could look like asking your leadership what you are allowed to do as a representative of that organization/grant/program/etc. **Make sure that everyone is on the same page** and knows what is allowed.

**Know who your legislators are!** Representatives and districts sometimes change.

**Learn about the funding landscape.** You may be asked which funding sources are most important to the work that you do. You need to be able to answer and provide a WHY.

**Stay up to date with passed legislation.** Passed legislation from the previous session is not done. Rulemaking processes now take place at respective agencies. Now that a bill has passed and it has been decided that a law will change (the legislative session), it is time for respective agencies to decide how changes will be implemented (rulemaking process).

Rulemaking is NOT lobbying. Offer your knowledge and expertise.



#### What is the Legislative Hotline?

The legislative hotline is a toll-free hotline where messages can be sent to Senators and/or Representatives

#### **How Does the Legislative Hotline Work?**

When you call the Hotline you are able to leave a brief message for your district legislators on issues of concern for your community, or on questions they many have about a bill or law.

The messages left with the Hotline are forwarded electronically to the selected individuals.

When leaving a message with the hotline, be prepared to give your name and street address.

There are interpreter services available in many languages for those who are non-English speaking.

#### Other Features of the Hotline

Hotline staff are also able to fulfill requests for bills and other legislative documents and are able to answer questions about meeting times and places, and the legislative process.

#### **Hotline Hours**

During Session: 8:00 AM - 7:00 PM -- Monday through Friday.

Out of Session: 8:00 AM - 12:00 PM and 1:00 PM - 4:30 PM Monday through Friday.

#### **Hotline Number**

1-800-562-6000

TTY for Hearing Impaired 800.833.6388

\*\*\*Using the Hotline to send a message to a Senator or Representative IS a lobbying action.



There are several ways in which you can get in touch with your legislators. You can leave messages, provide positions on bills and other matters, email, send letters, etc.

#### **How to Find Your Legislators**

The <u>District Finder</u> can be used to find your representatives. Once you arrive at the District Finder, you will enter your/your organization's address and a list of your WA State Representatives and Senator, as well as your Congressional members, will appear.

#### **Email Your Legislators**

If email is your preferred mode of communication, you may use the website's email forms to send messages to your chosen legislator at any time. You can find your legislator's name and email on the <u>Member E-mail List Page</u>.

#### **Sending Bill Comments to Your Legislators**

Messages regarding specific bills may be sent to your legislators via the <u>Bill</u> <u>Comments Form</u> that is accessible on each individual Bill Summary web page. Once you enter the bill number, click search, and then select "comment on this bill" to get started.

#### Addresses and Phone Numbers

The legislator office phone numbers and addresses are available on individual member pages. Member pages can be found on the <u>House</u> site, the <u>Senate</u> site, and on the <u>Member Roster Lists</u>.

The WA State Legislature has created a detailed step by step guide on the different methods for contacting your legislators. These detailed instructions may be found <a href="https://example.com/here">here</a>.

\*\*Anytime you email a legislator you want to also include their Legislative Assistant and make the subject catchy and include that you are in their district.



Engaging with and crafting messages to legislative representatives can seem daunting, but it doesn't have to be!

#### **Top Tips:**

**PREPARE!** Make sure that you have some main talking points and guide to lead you through a meeting with a legislator.

**Be concise** and ready for a quick meeting.

**Ensure that it is clear who you are speaking for** - make sure that you have a message crafted beforehand that clearly, inclusively, correctly, and fairly represents those who you are representing (this could be a coalition, organization, community, etc.).

**Deliver a clear and impactful message** that is planned out before or delivered by those who have a story to share.

#### <u>Things to Share (aim for under 5 minutes):</u>

- Name
- Legislative district
- Who you are representing
- Priority issue (this is what you want them to remember from the meeting I believe \_\_\_\_ I am concerned about \_\_\_\_)
- Background on the priority issue (what people think and feel)
- Facts/stats that support your stance (local data is great)
- Personal stories and/or stories of another
- The one thing you want them to remember

In theory, you want to leave time for a discussion following your message.

- \*\*If you do not have the answer to something they ask, tell them you will follow up with them. Don't guess at an answer!
- \*\*Never be disheartened by a meeting with a legislative assistant. They are the next best thing to the legislator themselves.



Engaging young people in education and advocacy is crucial to driving policy change.

#### <u>Top Tips:</u>

#### **Prepare Youth**

- Provide training that introduces the policymaking process and effective approaches to advocacy.
- Cover the basics of:
  - How government works
  - How laws and policies are made
  - Advocacy tactics best suited for particular audiences
- Introduce activities that help learners strengthen their storytelling skills.
- Support youth and enable them to build the skills that allow them to speak THEIR truth and stories.

#### **Involve Youth**

If you and/or your organization is one that designs policy proposals give
young people a seat at your table. The strongest approaches and solutions
are those that are developed with input from all sectors of a community.

#### **Mentor Youth**

• Build authentic relationships with youth. Earn their trust by providing them with a safe space and pairing them with mentors.

#### **Pay Youth**

 Youth (and anyone) should be compensated for the time, effort, and passion they put into supporting an organization's efforts.

#### **Meet the Needs of Youth**

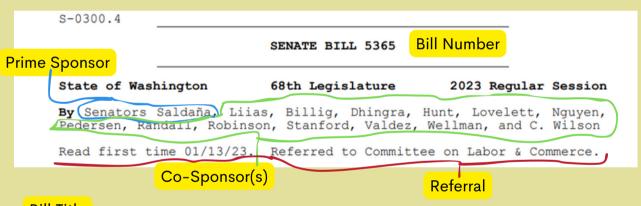
 When working with youth it is smart to asses their efforts by asking for their feedback on programming efforts.



#### **Finding a Bill**

To find a bill you will need to visit the <u>Bill Information</u> page and search the bill number you are looking for.

#### The Basics of Reading a Bill



#### Bill Title

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year period;

- AN ACT Relating to the purchase, use, and possession of vapor and tobacco products by minors; amending RCW 70.155.100, 70.155.110, and
- 3 70.345.160; reenacting and amending RCW 70.155.120; creating new
- 4 sections; and repealing RCW 70.155.080 and 70.345.140.

RCW: Revised Code of Washington - Existing law. Most of the time a bill is amending existing law (an RCW).

```
violation within any three-year period;
        (iv) A monetary penalty of ((three thousand dollars)) $3,000 and
    suspension of the license for a period of ((twelve)) \underline{12} months for
8
    the fourth violation within any three-year period;
        (v) Revocation of the license with no possibility of
    reinstatement for a period of five years for the fifth or more
10
11
   violation within any three-year period;
12
        (b) For violations of RCW 26.28.080:
13
        (i) A monetary penalty of $1,000 for the first violation within
14
   any three-year period;
15
       (ii) A monetary penalty of $2,500 for the second violation within
    any three-year period;
17
        (iii) A monetary penalty of $5,000 and suspension of the license
```

Crossed out text is being removed from law.

Underlined text and anything that says, "new section" is new law that is being added.

If a bill is amending existing law it

is important to know that anything

through it, and is not underlined, is

that does not have a strike

already in statute (green).

Prevention Voices Videos: Reading a Bill, Tracking a Bill

for a period of six months for the third violation within any three-



#### **House Standing Committees**

- <u>Agriculture & Natural Resources</u>: Considers issues relating to agricultural production, marketing, and sales; food policy; animal and plant disease control; fisheries and wildlife; forest practices and forest fire protection; water; and mining.
- <u>Appropriations</u>: Considers the operating budget bill and related legislation; budget processes; and fiscal issues such as pension policy and compensation.
- <u>Capital Budget</u>: Considers the state capital budget which approves money for constructing and repairing public buildings and other long-term investments.
   Considers grants and loans to local governments or nonprofit organizations for infrastructure, broadband, housing, and cultural and heritage facilities.
- <u>Civil Rights & Judiciary</u>: Considers various legal issues, including constitutional law; privacy rights; anti-discrimination measures; commercial law; guardianships; civil commitment; forensic mental health; firearms; and eminent domain. Also considers family law issues such as marriage, marriage dissolution, child support, and adoption.
- <u>Community Safety</u>, <u>Justice</u>, <u>& Reentry</u>: Considers policing; crisis response; crime prevention; criminal penalties and sentencing; impaired driving; adult correctional programs, including rehabilitation and reentry; and adult correctional institutions.
- <u>Consumer Protection & Business</u>: Considers consumer protection and consumer education issues and the licensing and regulation of businesses and professions.
- Education: Considers issues relating to (K-12) education.
- <u>Environment & Energy</u>: Considers issues relating to air quality; aquatic lands; oil spill prevention; solid waste; hazardous waste; climate change; energy; etc.
- <u>Finance</u>: Considers issues such as increases or decreases in taxes; exemptions from taxes; and changes in the administration of taxes.
- Health Care & Wellness: Considers issues relating to the provision of physical and behavioral health care services; long-term care; and strategies to promote better health. Also regulates pharmacies and pharmaceutical drugs and has oversight and regulatory responsibility for state public health programs.



#### **House Standing Committees**

- Housing: Considers issues relating to housing, including accessibility, affordability, assistance, and supply; local land use, zoning, landlord-tenant law; homelessness; farmworker housing; manufactured housing; housing authorities.
- Human Services, Youth, & Early Learning: Considers issues and services affecting
  children and families, including early learning; child care; economic assistance
  programs; developmental disabilities; child and youth development; child welfare
  services; children's mental health; at-risk and homeless youth; and juvenile justice.
- Innovation, Community & Economic Development, & Veterans: Considers issues
  relating to community development; community investment programs;
  underrepresented communities; and veterans' and military affairs, aerospace, and
  other technology innovation industries, and economic development and resiliency,
  including small business assistance; minority and women's business enterprises,
  business financing; tourism; rural economic development, parks, and outdoor
  recreation; as well as emergency preparedness, response, and resiliency.
- <u>Labor & Workplace Standards</u>: Considers issues relating to industrial insurance; unemployment compensation; family leave; safety and health standards; occupational health; and employment standards such as wage laws and employment discrimination.
- <u>Local Government</u>: Considers issues relating to local government entities, including local government taxation; comprehensive planning processes; non-residential land use, zoning, building and energy codes; health codes; the structure, governance, and operations of counties, cities, and special purpose districts.
- <u>Postsecondary Education & Workforce</u>: Considers issues relating to postsecondary education, including governance and coordination of public and private institutions of higher education and technical training; postsecondary offerings; student success; apprenticeships; lifelong learning; workforce development; training; health care occupational compacts; and removing barriers to employment.



#### **House Standing Committees**

- Regulated Substances & Gaming: Considers issues relating to the regulation and taxation of alcohol, tobacco, vapor products and cannabis, as well as product safety and access, and issues relating to the regulation and oversight of gaming, including tribal compacts.
- <u>Rules</u>: Considers all bills reported from policy and fiscal committees and determines whether, and in what order, to schedule their consideration on the floor of the House. The Rules Committee also reviews, adopts and schedules consideration of floor resolutions.
- <u>State Government & Tribal Relations</u>: Considers a broad array of issues relating to state government, including state agency structure; rulemaking; procurement standards; performance audits; state information technology; and public employment. The committee also considers issues relating to elections; campaign finance; state open meeting and public records obligations; ethics in government; and the government-to-government relationship of the state and Indian tribes.
- <u>Transportation</u>: Considers issues related to a broad range of multimodal transportation services and infrastructure for all communities and residents regardless of physical and mental disability, income status or age and the intersection of transportation policy with the environment and safety. The committee also considers the transportation budget and revenues to fund investments in transportation and related carbon-reduction programs, and transportation agencies, including the Washington State Traffic Safety Commission, the Washington State Patrol, and the Department of Transportation.



#### **Senate Standing Committees**

- <u>Agriculture, Water Natural Resources & Parks</u>: Considers issues relating to agricultural production, marketing, and sales. Considers water quantity and quality issues. Oversight over matters relating to fish and wildlife, as well as mining, forest practices and forest fire protection. Considers parks and recreation and issues relating to aquatic lands and the management of certain state-owned lands.
- <u>Business, Financial Services, Gaming & Trade</u>: Considers issues relating to insurance, gambling and gaming policies. Considers financial services issues, including the soundness of state banks and credit unions, the regulation of consumer credit and lending, and the regulation of securities and investments. Considers economic development, regulation of business and professions and tourism issues.
- <u>Early Learning & K-12 Education</u>: Considers issues related to early learning programs, including the Early Childhood Education and Assistance Program and the Working Connections Child Care Program.
- <u>Environment, Energy & Technology</u>: Considers environmental issues including air quality, oil spill prevention, recycling and solid waste, toxic substances, and hazardous and toxic waste.
- <u>Health & Long Term Care</u>: Considers issues relating to health care services, longterm care, and behavioral health. Oversight of the licensing and regulation of health care facilities and professions as well as pharmacies and pharmaceutical drugs.
- <u>Higher Education & Workforce Development</u>: Considers issues relating to the state's
  public and independent baccalaureate colleges and universities, public community
  and technical colleges, and private career schools. Issues include governance and
  coordination of higher education, financial aid, tuition, and workforce training.
- Housing: Considers issues relating to housing authorities, housing
  affordability/financing, the housing trust fund, and landlord tenant issues. The
  committee deals with homelessness including prevention, youth homelessness, and
  the homeless housing surcharge.

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#### **Senate Standing Committees**

- Human Services: Considers issues relating to child welfare and foster care, at-risk youth, juvenile rehabilitation, economic assistance, corrections, and children's behavioral health, as well as issues related to intellectual and developmental disabilities not related to Medicare.
- <u>Labor & Commerce</u>: Considers issues relating to unemployment insurance, prevailing wage, worker rights and benefits, and the Washington Cares Act. Considers commerce issues, including the regulation of certain professions and businesses, and alcohol, tobacco, and cannabis.
- <u>Law & Justice</u>: Considers subjects relating to civil and criminal law, including issues involving public safety, law enforcement, sentencing, commercial law, and firearms. Oversees family law issues such as marriage, child support, and adoption.
- <u>Local Government, Land Use, and Tribal Affairs</u>: Considers issues relating to land use
  planning and permitting, operation of counties, cities, and some special purpose
  districts, including municipal water, sewer, solid water, and recycling.
- <u>Rules</u>: Considers bills reported from policy and fiscal committees and determines whether, and in what order, to schedule their consideration on the Senate floor by the full Senate.
- State Government and Elections: Considers issues related to the processes of state government, including agency rulemaking, and emergency management. Considers issues relating to veterans, elections, campaign finance, public disclosure and ethics in government.
- <u>Transportation</u>: Considers issues relating to transportation policy, the transportation budget, and revenue sources for transportation funding. Members of the committee may also serve on the Joint Transportation Committee which is a Legislative Agency comprised of House and Senate members that meets during the legislative interim to conduct studies on various transportation issues.
- Ways & Means: Considers the operating and capital budget bills, including the authorization of state debt.

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#### **Related to Bills**

**Bill:** A proposed law presented to the Legislature for consideration; it may originate in either house.

**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.

**Bill Title:** Identifies the subject of the legislation and how it affects the RCW.

**RCW:** Revised Code of Washington. Existing law.

**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.

**Deleted Language:** The language in a bill with a line through it. Proposed deletions to existing law.

**New Language:** Underlined language in a bill. Proposed new language to existing law.

New Section: Proposed new language to be added as a new section to the existing RCW.

**Repealer:** Usually identified as a 'New Section' and states 'the following acts or parts of acta are each repealed'. The section of a bill that lists which RCW sections are to be removed from state law by the

**Effective Date:** The date that the bill becomes a law.

**HB:** Abbreviation for House Bill

SB: Abbreviation for Senate Bill

**Pre-Filed Bills:** Bills that are filed before the start of session. The point of pre-filed bills is for legislators to show what their main policy priorities are. Pre-filed bills can be found <a href="https://example.com/here">here</a>. on the Bills Information tab of the WA State Legislature site.



#### Related to Types of Legislative Measures

**Joint Memorial:** A message or petition addressed to the president, Congress, or the head of any other agency of the federal or state government, asking for consideration of some matter of concern to the state or region. Proposed amendments to the U.S. Constitution are also in the form of joint memorials.

**Joint Resolution:** An act of the legislature which proposes an amendment to the state constitution for reference to the people for acceptance or rejection. Joint resolutions must receive a two-thirds affirmative vote in each house.

**Concurrent Resolution:** A resolution relating to the internal operation of the legislature, in which one chamber (House or Senate) concurs in the action of the other; it may originate in either chamber.

**Floor Resolution:** A resolution adopted by either chamber usually honoring or commemorating an individual, organization, or event. It also may call for some type of action.

**Initiative:** A legislative power vested in the people. There are two types: (1) initiative to the people, which goes directly to the voters without consideration by the legislature; and (2) initiative to the legislature, which is considered by the legislature at its next regular session, and if not enacted, is placed on the next general election ballot.

#### **Legislative Analysis**

**The Bill's Webpage:** The bill information page on the state legislature website. You can search for a bill by bill number by going to the <u>Bill Information page</u>.

**Effect Statement:** A brief, non-partisan statement on what an amendment does. Often used with striker amendments.

**Fiscal Note:** A non-partisan analysis of the six year fiscal impact of a piece of legislation. Occasionally the period of impact is extended to ten years.

**Bill Report:** A more comprehensive summary of background and effect of bills, prepared by committee staff.

Bill Digest: A very brief summary of a bill, prepared by the Code Reviser's office.

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#### **Legislative Process & Terms**

**First Reading:** The first action taken on potential legislation, when the bill is introduced and read on the floor of the House of Origin. The leadership then refers the bill to a committee.

**Chamber/House of Origin:** The chamber in which a piece of legislation originates. Can be the House or the Senate.

**Pre-filed Bill:** A bill which is submitted for introduction/first reading before the legislative session begins. Pre-filed bills are introduced on the first day of the session.

**Companion Bill:** A bill introduced with the same language in both the House and the Senate. Usually start the same but generally differ as they go through the process.

**Referred to Committee:** When a bill is introduced, it first must be passed by a committee before it can be voted on by the chamber (i.e. the floor). After the first reading, the leadership decides the most relevant committee for the bill and refers it to that committee.

**Policy Committee:** Any non-fiscal committee which considers legislation. A policy committee's primary role is to review and amend legislation before sending it to the House or Senate floor for a vote. Examples include Higher Education, Transportation, Technology and Economic Development, and many others.

**Fiscal Committee:** Any committee that deals with the allocation of funds or the raising of revenue. The House Finance Committee and Appropriation Committee and the Senate Ways and Means Committee are fiscal committees.

**Public Hearing:** A legislative committee meeting at which members of the public, experts, and other stakeholders present testimony on matters under consideration (usually bills) by the committee. Denoted as "public" because it is open to public attendance and viewing and to distinguish it from a closed hearing, which is for committee members and witnesses only. You can watch public hearings online at <a href="http://www.tvw.org/">http://www.tvw.org/</a> The committee has 5 days to notify the public of upcoming hearings.

Resource(s): Washington State University

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**Executive Session:** A meeting for committee members to discuss and take action on bills they wish to report out of committee. These meetings are open to the public but no testimony is taken. Note that in other contexts executive sessions are closed to the public. You can watch executive sessions online at <a href="http://www.tvw.org/">http://www.tvw.org/</a>

Passed out of Committee/Reported by Committee: A bill is passed out of committee or reported by committee when a majority of the committee has voted to move the bill to the next step in the legislative process. A bill can be passed out of committee in three ways: 1) Do pass, or pass the bill as is; 2) Do pass as amended, or pass the bill as amended by the committee; or 3) Do pass substitute, in which the committee offers a substitute version of the bill. Committees can also refer bills to other committees, if they feel that it is warranted or if there are elements of the bill which are outside the purview of the committee.

Committee Amendment: An amendment proposed in a committee meeting.

**Substitute Bill:** A version of a bill offered by a committee in the first chamber. If adopted, the substitute replaces the original bill or resolution. A substituted bill MUST be approved by the entire legislative body.

Second Substitute Bill: A substitute of a substitute bill.

**Rules Committee:** After a policy committee has reported a bill, they send it to the Rules Committee, which decides if and when the legislation will go to the floor for a vote. The Rules Committee is primarily a tool of the leadership, allowing them to exercise control over what bills do and do not get voted on.

**X-File:** The term for the action House and Senate Rules Committees take on bills that will go no further in the process. Often occurs with the less active half of a companion bill.

**Place on Calendar:** The term for when the Rules Committee has decided to send a bill to the floor for a vote—they will schedule it for a vote on a chamber's calendar.

**Second Reading:** The second time the legislation is read on the floor. The chamber discusses the merits of the legislation and members can offer amendments to the bill.

Resource(s): Washington State University



**Floor Amendment:** An amendment proposed on the floor of a legislative chamber. Can include a substitute.

**Third Reading:** The third time the legislation is read on the floor. It is after the third reading that a floor vote is taken. If the legislation passes, it moves to the next step of the process; if it fails, the chamber has 24 hours to make a motion to reconsider the bill. Otherwise, the bill dies.

**Necessary to Implement the Budget (NTIB):** A bill which is deemed necessary to implement the budget is not dead, even if it does not pass a floor vote and there is no motion to reconsider. This label is used liberally to prevent legislation from dying.

**Passed off the Floor:** An action which refers to a bill which has been approved by the majority of the full House or Senate.

**Striker/Striker Amendment/Striking Amendment:** Amendment removing everything after the title and inserting a whole new bill. Very similar to a substitute, but because substitutes are not allowed on a chamber floor or in the Second House, strikers are used instead.

**Opposite Chamber/Second Chamber:** The second chamber to which a piece of legislation moves after it has been passed through its House of Origin. The same process described above is followed in the Second House.

**Concurring in Amendments:** If a bill passes a floor vote in both chambers, but was changed by the Second House, the bill returns to the original house for a vote to concur with amendments from the Second House. Sometimes versions are sent back and forth.

**Conference Committee:** A committee consisting of members of both chambers. Conference committees are formed when the original chamber does not agree to the changes to the original bill. A conference committee is formed to try to resolve the differences between versions of the legislation. This frequently occurs with budget bills.



Passed the Legislature: An action which refers to a bill which has passed through both Houses and has been signed by the Speaker of the House and the President of the Senate. The next—and final step—before the bill becomes law is to send it to the governor's desk for signing. The governor can either approve the bill in its entirety, veto a section of the bill (called a line-item veto), or veto the entire bill.

#### **Legislative Terms**

**Act:** A bill adopted by the Legislature.

**Ad Hoc Committee:** A committee formed for a short duration, usually to study a specific issue.

**Adjourn Sine Die:** To conclude a regular or special session without setting a day to reconvene.

Adopt: To approve formally.

**Apportionment:** The division of the state into districts with distinct geographic boundaries and the allocation of the number of legislators or congressmen to be elected to represent each district.

**Appropriation:** A legislative allocation of money for a specific purpose.

**Appropriation Committee:** The chief fiscal committee in the House. The committee is responsible for recommending how state monies will be spent.

**Biennium:** Two-year period. The Washington State fiscal biennium is from July 1 of odd-numbered years to June 30, two years later.

Caucus: A meeting of members of a body who belong to the same political party.

**Chair:** Presiding officer.

**Chief Clerk:** A person elected by the members of the House of Representatives to record the official actions of the House and to be the chief administrative officer of the House.

**Code Reviser:** Operating under the supervision of the Statute Law Committee, this person codifies into the appropriate sections of the RCW those measures enacted into law by the Legislature and also codifies administrative rules adopted by executive branch agencies.



#### **Legislative Terms**

**Day Certain:** Adjournment with specific day to reconvene.

**Dissent:** Difference of opinion.

**District:** Area encompassing citizens represented by a legislator. There are currently 49

legislative districts, each having two House members and one senator.

**Emergency Clause:** A provision in a bill that allows a measure to become effective

immediately upon the signature of the Governor.

**Enacted:** When a bill is passed by both chambers (House and Senate) of the legislature and signed by the governor

signed by the governor.

**E (Engrossed):** Engrossed bills incorporate amendments that have been passed by the chamber of origin (where the bill was first introduced).

**Ex Officio**: Holding one office by virtue of or because of the holding of another office. Exofficio members of a committee have voice but may not vote.

**Executive Action**: 1. Executive action of a standing committee refers to final consideration of a bill by the committee. 2. Executive action on a bill already passed by both houses refers to action taken by the Governor.

**Executive Order:** A directive or command from the Governor to agencies in the executive branch.

**Executive Request Bill:** Request for legislation proposed by the Governor.

**Grandfather Clause:** Inserted in a bill making provisions nonapplicable to activities or personnel involved prior to the enactment of the new legislation.

**Lieutenant Governor:** Presiding officer of the Senate.

**Lobbyist:** A person who tries to get legislators to introduce or vote for measures favorable and against measures unfavorable to an interest that he or she represents.

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Petition: A formal request.

Visit the <u>Glossary of legislative Terms</u> from the WA State Legislature for more.



#### **Legislative Committees**

<u>Prevention Voices WA Legislature 101: Legislative Committees</u>

WA State Legislature Site: Legislative Committees

WA State Legislature Site: House Committee Members by Committee

WA State Legislature Site: Senate Committee Members by Committee

#### **Legislative Information Center**

<u>Prevention Voices WA Legislature 101: Legislative Information Center</u>

WA State Legislature Site: Legislative Information Center

WA State Legislature Site: Civic Education Center

TVW.org

#### **TVW: Watching the Legislative Session**

Prevention Voices WA Legislature 101: Using TVW

#### **Cutoff Calendar**

<u>Prevention Voices WA Legislature 101: The Cutoff Calendar</u>

WA State Legislature Site: Agenda, Schedules, and Calendars

WA State Legislature Site: Session Cutoff Calendar

- \*\*The Session Cutoff Calendar is not officially approved until the first day of the legislative session the 2nd Monday of the year.
- \*\*If a bill does not pass the deadlines/cutoff dates it is not likely to keep moving.

#### **Finding Bills**

Prevention Voices WA Legislature 101: Searching for Bills

WA State Legislature Site: Bill Information - Searching for a Bill by Bill Number

WA State Legislature Site: Bill Information - Searching for Bills Without a Bill Number



#### **WA Legislative Session**

Prevention Voices WA Legislature 101: WA State Leg Session - Starting: 3:02

#### Reading a BIII

Prevention Voices WA Legislature 101: Reading a Bill

- \*\*The first section of a bill is often called the 'Intent Section' as it is really important to know the intent of a bill.
- \*\*It is really important to know what the RCWs are that are subject to change. It is important to know current law and what would change so that you have accurate data and talking points ready to go.

#### **Find Your Legislative District and Representatives**

WA State Legislature Site: District Finder

**Public Health is Essential Podcast** 

WSPHA site: Podcast Information

**NCW YCCTPP Legislative Session Resources** 

Google Drive Folder

Bill Tracking Worksheet

**Decision Maker Profile**