

Resources for Legislators

Compiled by Marian G. Rogers, Updated January 2003

<http://www.legis.state.wi.us/lrb/pubs/index.html#TP>

Blue Book. Wisconsin Legislative Reference Bureau. (328.3/W7c) Wisconsin government almanac published since 1853. Library has circulating copies of the 1901-2001 editions. Reference collection has a complete noncirculating set: 1853-2001. Recent *Blue Books* online:
www.legis.state.wi.us/lrb/pubs/bluebook.htm

Clippings Collection. (Noncirculating; available for use in the library. Clippings prior to 1981 are on microfiche.) The Theobald Legislative Library contains newspaper clippings on over 1,900 subjects. The clippings are classified by subject and are shelved with cataloged library items about the same subject.

Congratulations! You Won! 15 Tips for Being an Effective Legislator – A How To Handbook for State Lawmakers. National Conference of State Legislatures, 1995. (328.142/N212d) Offers “. . . a compilation of practical wisdom from legislators – veterans, novices, leaders and rank-and-file members.”—*preface*.

Crane and Hagensick's Wisconsin Government and Politics, 7th ed. Edited by Ronald E. Weber (McGraw-Hill's Primus Custom Publishing, 2000). (354/W7d/2000) “This edition features completely revised chapters on the state administration, on budget and finance policy, on education policy, and on health and social services policy, as well as an updated concluding chapter that compares Wisconsin politics and policymaking to that of the 49 other states.”—*page xi*.

Drawing the Line: Legislative Ethics in the States. Alan Rosenthal, 1996. (322/R72) This book aims “. . . to apply ethical principles, reasoning, and judgment to the problems that are encountered by legislators in the fifty states.”—*book jacket*.

Encyclopedia of the American Legislative System. Joel H. Silbey, editor in chief, 1994, 3 volumes. (Ref/328.1/Si3) (non-circulating) Contains articles on legislative structure, procedure, the electoral process, committees, rules, and powers.

How to Give a Damn Good Speech Even When You Have No Time to Prepare; Including Historical Anecdotes for Each Day of the Year. Philip R. Theibert, 1997. (374.5/T34)

Inside the Legislative Process. American Society of Legislative Clerks and Secretaries in cooperation with the National Conference of State Legislatures, 1998, updated December 2001. (328.4/N21d) “. . . [A] valuable research tool that provides some of the best information on state legislative processes and procedures.”—*page 1-1*.

The Legislative Process in Wisconsin. Wisconsin Legislative Reference Bureau, 1993. (328.4/W7b9) Reprint of the feature article in the 1993-1994 *Wisconsin Blue Book*.
www.legis.state.wi.us/lrb/pubs/feature/legispro.pdf

LRBCAT: www.legis.state.wi.us/lrb/lrbcat.htm The web-based catalog of the Theobald Legislative Library. Use simple search techniques to find publications in the reference, circulating, and Wisconsin state document collections. Many titles contain direct links to full-text versions available on the Internet.

Mason's Manual of Legislative Procedure. National Conference of State Legislatures in cooperation with the American Society of Legislative Clerks and Secretaries, Paul Mason, 2000. (328.4/M38/2000) Designed “. . . to assist legislators and staff and ensure more efficient legislative bodies.”—*page xxxiii*.

Protocol: A Handbook for Legislative Staff. National Conference of State Legislatures and National Legislative Services and Security Association, 1997. (341.22/N21b)

Secrets of Power Presentations. William Hendricks, 1996. (374.5/H38) A guide to help the public speaker control fears, outline and organize a presentation, polish delivery and hold the audience's attention, and develop skills as a trainer.

The State of State Legislative Ethics: a Look at the Ethical Climate and Ethics Laws for State Legislators. National Conference of State Legislatures, Center for Ethics in Government, 2002. (322/N213b) A review of state statutes and information from state ethics commissions and committees.

The Wisconsin State Constitution: A Reference Guide. Jack Stark, 1997. (Ref/342.32/St2) (noncirculating) “. . . [A] comprehensive, convenient, and accessible resource on the Wisconsin Constitution for both lawyers and non-lawyers alike.”—*page xviii*.

Legislative Reference Bureau

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The Legislative Reference Bureau invites legislators to suggest topics for future annotated bibliographies.

Resources for Legislators

Continued

Audiotapes and Videotapes

How to Be an Effective Legislator – Advice from the Experts. National Conference of State Legislatures, 1996-2000. (328.142/N212c) (Audiotapes and guidebooks.) Vol.1: *Legislative Process, Managing the Budget, and Dealing with the Media.* Vol.2: *Building Consensus.* Vol.3: *Chairing a Committee.* Vol.4: *Serving your Constituents.*

Plain Language Bill Drafting. National Conference of State Legislatures, Legal Services Section, [1994]. (328.44/N21b) A 67-minute videotape of a presentation at the 1994 annual meeting.

Through the Swinging Doors: Wisconsin Lobbyists at Work. Association of Wisconsin Lobbyists, Incorporated, [1997]. (325.7/As7a) Although some of the persons interviewed have left the Wisconsin Legislature, this 23-minute videotape is “. . . intended to provide an insight into and an appreciation for the . . . role of the lobbyist in the process of lawmaking . . .” —*tape preface.*

Wisconsin Legislative Service Agencies

Joint Legislative Council: www.legis.state.wi.us/lc This site has links to study committees, publications, standing committees, administrative rules, and staff contact information. Two new features are the Research Center and the Wisconsin Legislator Briefing Book: 2003-04.

Legislative Audit Bureau: www.legis.state.wi.us/lab “. . . [C]onducts financial and program evaluation audits of state agencies . . . [to] ensure that financial transactions and management decisions are made effectively, efficiently, and in compliance with the law and that state agencies carry out the policies of the Legislature and the Governor.” —*web page.* This site has links to reports and audits in progress as well as general agency information.

Legislative Fiscal Bureau: www.legis.state.wi.us/lfb “. . . [P]rovides fiscal and program information and analyses to the Wisconsin Legislature, its committees and individual legislators.” —*web page.* Has links to many of its fiscal publications, as well as information on the bureau and the Joint Committee on Finance.

Legislative Reference Bureau: www.legis.state.wi.us/lrb “The LRB provides nonpartisan, professional, confidential bill drafting, research, and library services to the legislature and collects and makes available to the public a broad range of material pertaining to government and public policy issues.” —*web page.* Provides links to publications, LRBCAT, the various sections of the bureau, and the Index to legislation and Wisconsin Acts.

Legislative Technology Services Bureau: www.legis.state.wi.us/ltsb LTSB “. . . is the single point of responsibility for providing technology services and support for the Wisconsin Legislature and its service agencies.” —*web page.* Has information on automation projects and the strategic technology plan.

Revisor of Statutes Bureau: www.legis.state.wi.us/rsb Provides information on Wisconsin statutes, acts, and constitutions; Wisconsin administrative code and register; Supreme Court rules; opinions of the Attorney General; town law forms; and information about WisLaw on CD-ROM.

Other Useful Web Sites:

BadgerLink: www.badgerlink.net A project of the Wisconsin Division for Libraries, Technology, and Community Learning, this database provides free access to thousands of magazines and newspapers, state and federal government sites, and other information.

Council of State Governments (CSG): www.statesnews.org Established in 1933, CSG provides information, trend-setting ideas, and support to the states. This site includes breaking news, a database of CSG research, and numerous other resources.

GPO Access: www.access.gpo.gov/su_docs A service of the U.S. Government Printing Office. The goal of this site is to provide “. . . free electronic access to a wealth of important information products produced by the Federal Government. The information provided on this site is the official, published version and the information retrieved from GPO Access can be used without restriction, unless specifically noted.” —*web page.*

National Conference of Commissioners on Uniform State Laws: <http://www.nccusl.org/nccusl/DesktopDefault.aspx> Established 111 years ago, NCCUSL works to draft proposals for uniform and model laws and works toward the enactment of such laws in the state legislatures. This site has the full text, summary, and enactment history of acts recommended by the conference.

National Conference of State Legislatures: www.ncsl.org NCSL is dedicated to serving legislators and staffs in the 50 states, territories, and commonwealths. An excellent source of information on current issues of the day. Includes links to state and legislative web sites, publications, and policy issues of current interest. The site also provides a search engine.

What's New for Government (WNFG): www.dpi.state.wi.us/dpi/dltcl/rll/indwnfg.html A selective list of recent books, Wisconsin state documents, and audiovisual materials of interest to state employees. Materials are available for loan to state employees from the Wisconsin Reference & Loan Library.
