



## WISCONSIN LEGISLATIVE COUNCIL

### 2009 Legislative Staff Training Program

#### SESSION 1 GETTING STARTED; GETTING HELP

#### AGENDA

*Session Moderators: Russ Whitesel and John Stolzenberg, Legislative Council*

Room 412 East  
State Capitol

Monday  
February 2, 2009

- 1:00 p.m. WELCOME AND INTRODUCTION TO THE TRAINING PROGRAM:
- Terry C. Anderson, Director; Russ Whitesel, Senior Staff Attorney; and John Stolzenberg, Chief of Research Services, Legislative Council.
    - ◆ Purpose: skills enhancement for legislative staff.
    - ◆ Schedule of sessions.
- 1:10 p.m. INTRODUCTION TO TODAY'S SESSION:
- Skills focus: identifying skills needed to be an effective staff person.
- 1:15 p.m. INTRODUCTION TO THE LEGISLATURE AND SUPPORTING SERVICES.
- Russ Whitesel, Senior Staff Attorney, Legislative Council.
- 1:50 p.m. WORKSHOP ON:
- Expected basic office functions.
  - Staff and legislator's expectations and responsibilities.
  - Getting help.
- [Workshop Leader: John Stolzenberg, Chief of Research Services, Legislative Council.]
- 2:30 p.m. BREAK.

(OVER)

2:45 p.m. PANEL ON WHAT I WISH I HAD KNOWN AND BEST STAFF PRACTICES:

Panelists: Lori Whitmore (Rep. Parisi); Mary Beth George (Rep. Sinicki); Denise Solie (Rep. Gottlieb); Adam Plotkin (Sen. Coggs); Jay Wadd (Sen. Hansen); Roger Frings (Sen. Cowles).

[Panel Moderator: Russ Whitesel, Senior Staff Attorney, Legislative Council.]

3:55 p.m. SESSION WRAP-UP:

- Additional questions.
- Plans for future sessions.

4:00 p.m. ADJOURNMENT.