



AGENDA 2017 NEW MEMBER INSTITUTE

Sponsored by the Wisconsin Joint Legislative Council
December 6-7, 2016

TUESDAY, DECEMBER 6, 2016
STATE CAPITOL

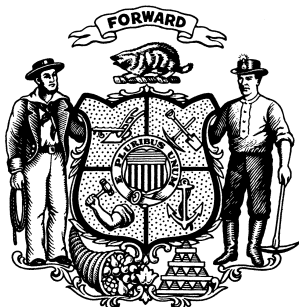
- 9:00 a.m. **REGISTRATION, BREAKFAST SNACKS**
- 9:15 a.m. **WELCOME AND INTRODUCTIONS**
REPRESENTATIVE JOAN BALLWEG, JOINT LEGISLATIVE COUNCIL CO-CHAIR
TERRY C. ANDERSON, LEGISLATIVE COUNCIL DIRECTOR
- 9:30 a.m. **EFFECTIVE PERFORMANCE TIPS FROM VETERAN LEGISLATORS**
REPRESENTATIVES JOE SANFELIPPO AND EVAN GOYKE
SENATOR JON ERPENBACH
Advice from veteran legislators on how a first-term legislator can most effectively legislate, manage an office, serve constituents, communicate with the public, and interact with colleagues.
- 10:00 a.m. **THE JUDICIAL BRANCH**
CHIEF JUSTICE PATIENCE DRAKE ROGGENSACK
A tour of the Supreme Court and an opportunity to meet with Supreme Court justices. This session will include a discussion of the Judicial Branch and its impact on the lawmaking process.
- 11:30 a.m. **LUNCH**
"SPEECHES THAT CHANGED AMERICAN HISTORY: THE ART OF POLITICAL ORATORY" –
STEPHEN LUCAS, PROFESSOR, UNIVERSITY OF WISCONSIN-MADISON
- 1:00 p.m. **THE LEGISLATOR AS EMPLOYER: LEGAL REQUIREMENTS AND BEST PRACTICES***
ELIZABETH A. ERICKSON, PRINCIPAL, JACKSON LEWIS P.C.
Individuals campaign for the Legislature for many reasons. To become an employer and supervisor is probably not one of those reasons. This session will provide information about discrimination and harassment laws related to employing and supervising legislative staff.
- 2:30 p.m. **THE EXECUTIVE BRANCH**
RICH ZIPPERER, CHIEF OF STAFF, OFFICE OF GOVERNOR SCOTT WALKER
An opportunity to meet with the Governor's chief of staff. This session will include information about how legislators interact with the Executive Branch.
- 2:50 p.m. **Break**

- 3:00 p.m. **PUBLIC RECORDS LAW REQUIREMENTS***
ANNE M. BENSKY, ASSISTANT ATTORNEY GENERAL, DEPARTMENT OF JUSTICE
DAN SCHMIDT, PRINCIPAL ANALYST AND OPERATIONS MANAGER, LEGISLATIVE COUNCIL STAFF
Under Wisconsin law, every legislator is a custodian of his or her records and must comply with the public records law. This session will explain how the public records law applies to legislators.
- 3:30 p.m. **LEGISLATIVE REFERENCE BUREAU**
RICK CHAMPAGNE, CHIEF, LEGISLATIVE REFERENCE BUREAU
An explanation of the services provided by the Legislative Reference Bureau, including bill drafting and legal and information research.
- 3:45 p.m. **LEGISLATIVE AUDIT BUREAU**
JOE CHRISMAN, STATE AUDITOR, LEGISLATIVE AUDIT BUREAU
A brief explanation of how the Legislative Audit Bureau assists the Legislature in maintaining effective oversight of state operations, including conducting audits of state finances and evaluations of state program effectiveness.
- 4:00 p.m. **INTERSTATE LEGISLATIVE ORGANIZATIONS**
COUNCIL OF STATE GOVERNMENTS – MIKE MCCABE
NATIONAL CONFERENCE OF STATE LEGISLATURES –MARY FAIRCHILD
A description of services and resources relating to public policy provided by interstate legislative organizations.
- 4:30 p.m. **Recess**
- 5:30 p.m. **SOCIAL HOUR – CASH BAR (INN ON THE PARK “TOP OF THE PARK”)**
- 6:30 p.m. **DINNER: Remarks from Senate and Assembly Leaders (Inn on the Park “Top of the Park”)**
SENATE PRESIDENT-ELECT ROGER ROTH, ASSEMBLY SPEAKER ROBIN VOS, AND MINORITY LEADER PETER BARCA
- 8:00 p.m. **Recess**

WEDNESDAY, DECEMBER 7, 2016
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- 9:00 a.m. **“HOW TO HAVE THE TIME OF YOUR LIFE AND GET YOUR LEGISLATIVE WORK DONE TOO”–
PAM VACCARO, CEO, DESIGNS ON TIME**
- WELCOMING REMARKS AND SPEAKER INTRODUCTION – REPRESENTATIVE JOAN BALLWEG,
JOINT LEGISLATIVE COUNCIL CO-CHAIR
- A new perspective on productivity, time, and focus management, including advice on life
enrichment and balance, memory improvement, and organization.*
- 11:30 a.m. **LUNCH: The Legislative Branch**
- LEGISLATIVE COUNCIL STAFF: “THE NEW LEGISLATOR’S ROLE IN LAWMAKING”
- An explanation of the legislative process and what a first-term legislator needs to know to write
bills, participate in standing committees, and analyze and vote on legislation.*
- 1:30 p.m. **ETHICS CODE AND LOBBYING LAW REQUIREMENTS***
- BRIAN BELL, ADMINISTRATOR, ETHICS COMMISSION
- An explanation of the applicability of the Ethics Code and lobbying laws to legislators.*
- 3:00 p.m. **LEGISLATIVE FISCAL BUREAU AND AN INTRODUCTION TO THE BUDGET PROCESS**
- ROBERT WM. LANG, DIRECTOR, LEGISLATIVE FISCAL BUREAU
- An explanation of the state’s biennial budget process and services provided to legislators by the
Legislative Fiscal Bureau.*
- 4:30 p.m. **ADJOURNMENT**

*Continuing Legal Education Credit to be submitted for this session.



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