Legislative Checklist

Date: June 23, 2020

CBA Legislative Contact:
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Online Leadership Resources Link:
https://www.ctbar.org/members/sections-and-committees/leadership-resources

LPRC
_____ Review and distribute position requests from sections.
_____ Then, after received, distribute to your section for review and comment.
_____ If necessary, a section or its Executive Committee may support, contest or negotiate another section’s position requests. If opposing a request, communication must be held with conflicting sections prior to, but, not intentionally delaying, LPRC meeting.
_____ All position requests are discussed at LPRC which makes its recommendation to HOD, or to the BOG, if necessary, or, if timely, to the Executive Committee.
_____ Make written/email request to LPRC, if a section has voted to join in a request at any time.

POSITIONS
_____ Request reauthorization of an expired positions by Labor Day for October HOD. Expired positions will be distributed to chairs by June 30th. Need to work during summer months.
_____ Develop and submit legislative position on proposed legislation with draft language (by December 1 if not earlier). These position requests will be distributed to the LPRC.
_____ Positions are authorized either on behalf of the association or by the section/committee.
_____ Positions are authorized by the HOD, in most cases, for three years/legislative sessions, at which time the authorization expires. The Executive Committee or Board of Governors can authorize positions for only up to one year.
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Legislative Liaisons

_____ Primary contact for section’s legislation. Should be appointed by July 1.

_____ Form a diverse legislative committee (up to ten) to assist.

_____ Communicates regularly during year regarding legislation effecting section.

_____ Beginning in January, reviews daily ‘List of Bills’, initially only titles, received from CBA to discern whether any of those listed bills effect the section.

_____ Bills start to get drafted. Distribute appropriate bills to section.

_____ Track/monitor bills.

_____ Communicate with section/legislative committee including a summary of bills and distribution of CBA section legislation Spreadsheet.

_____ Bring relevant bills as early as possible to attention of Section for discussion.

_____ Take positions on legislation and convey to LPRC through contact and position request along with any pertinent backup materials.

_____ After position is authorized, write/deliver testimony with members of section.

_____ Create contact list of “known” legislators, specifically in General Assembly’s committee of cognizance.

_____ Through CBA, invite legislators to a section meeting.

_____ Come to Capitol/LOB to network with legislators; interest other members to get involved.

_____ Communicate regularly with section on legislation.