

SLIDE: Overview of What We Will Discuss

- I. Start with overview of the IN process
 - Sessions
 - SLIDE Budget years are odd years (Jan to April 2015)
 - Short sessions are even years (Jan to mid-March 2016) (new + cleanup of long session)
 - Summer interim study committees
 - Meet at end of summer/early fall
 - Issues assigned in past session, topics assigned in May (NO firearms this year)
 - Meet, discuss, hear expert testimony
 - Final report in October with policy/legislative recommendations
 - From reports, legislation is drafted and introduced at beginning of session
 - SLIDE Conceivable ways for bills to get introduced
 - LEGISLATOR REQUESTS
 - Legislator requests legislation on own initiative or after being urged by lobbyist or constituent
 - Legislative Drafting Service (nonpartisan, very good) drafts legislation
 - Entered and read
 - LEGISLATOR DRAFTS (ALSO COOKIE CUTTER LEGISLATION)
 - Legislator drafts on own or is given cookie cutter legislation

- Legislative Drafting Service cleans up draft
 - Entered and read
- Each legislator can only introduce a certain # of bills/session but can get someone else to submit for them
- Organization Day (November)—legislators get together, rules and procedures committee assigned, good to see and be seen
- SLIDE During session bills can be read three times
 - 1st reading—read and assigned to committee (not every bill assigned, but most are (NOTE: Rules committee = quiet death)
 - 2nd reading—after committee hearing (bill can be amended in committee)
 - 3rd reading—on floor, votes for passage (majority)—then to SENATE
- NOTE: Some “empty” bills are held open and filled very late in the session with “surprise” legislation...this happened last year when an empty Senate Bill, SB 98, was read and assigned to the Judiciary Committee that attempted to legislatively end a law suit that the city of Gary, Indiana had brought against stores with negligent sale policies (sold “crime guns”) and manufacturers that continued to supply those stores. This is very sneaky and so you have to keep an eye out throughout the session. I’ll talk about my experience testifying against that bill in a moment.
- There are deadlines for filing legislation and assigning legislation to committees
- Deadlines also for 2nd and 3rd reading days

- SLIDE Conference Committee
 - After bill comes out of second house, If not amended there, goes to governor
 - If amended by second house, then goes back to author
 - If agree on amendment, then goes for concurrence vote
 - If dissent on amendment, goes to conference committee
 - Minority party has input into who is on conference committee but leaders set membership
 - PAY ATTENTION to who is on conference committee—usually members have expertise or have been involved with bill, noteworthy if not
- SLIDE How best to be involved?
 - Committee hearing
 - After bill assigned, e-mail committee members (esp. from constituents)
 - make yourself known to committee members—meet with them, know their stances
 - Give members 1-page flyer about bill BEFORE committee hearing
 - Committee chair is most important, exercises control over when bill is heard, whether it is tabled, etc.
 - Meet with chair first and then other members
 - Once bill scheduled for hearing, mobilize and attend and testify, bring many people

- Sometimes they vote at committee hearing, sometimes they table the bill and vote later—if they hold it, work on members you can sway
- Can sometimes bring media to committee hearing
- This can be a painful or nerve-wracking process... In late spring, I testified in a Senate Judiciary Committee Hearing against SB 98, attempting to close down the city of Gary's gun lawsuits. The bill would also have foreclosed a lawsuit by a police officer shot with a negligently sold gun, which was not mentioned in the bill's fiscal note. I had recruited a reporter from WISHTV who had covered the policeman's lawsuit who showed up with a cameraman at the hearing. After Sen. Tomes introduced the bill as a "jobs measure" designed to bring gun manufacturers to Indiana, others spoke for and against the bill. After I testified, I faced a number of semi-hostile questions. Although I wanted to get defensive, I knew that it was very important to keep my cool and to treat even hostilely inquiries with respect. The final two questions they asked me were how long I had taught at the law school, and whether I was tenured. I also learned that many of the Senate Judiciary Committee members didn't know the existing laws on the books regarding when gun stores could be sued for negligent sales, let alone what the bill said. In fact, I believe the bill could not have possibly ended these lawsuits, but I wasn't about to tell them that it was ineffective as written!

- SLIDE In chamber/other advice
 - Rally other non-committee members to support or oppose bill
 - Work as many as possible—hand out 1-page flyer, see in hallways
 - Between 2nd and 3rd reading, before vote esp.
 - Also every chamber has an attorney, a fiscal analyst, a policy director and legislative assistants (usually 1 for 2/3 legislators)—get to know them, give them 1-page flyer
 - When bill gets to chamber, also meet with leadership (Bosma/Long staff)—tell them what law would do and why it would be good/bad

II. Getting to Know that IN General Assembly website

- SLIDE Interesting parts of the site
 - Information > Tracking Legislation > House/Senate Bill Status Diagram—shows how many bills are at what state in the legislative process
 - Information > Tracking Legislation > Top Legislative Subjects—shows distribution of bills filed in a session—what legislative issues are most popular (top 6 categories)
- SLIDE Informative parts of the site
 - Location and maps (under Information)—the state capitol can be confusing making it difficult to meet with legislators or attend committee hearings; here are maps to all four floors
 - Who is your legislator? (under Information)—this tells you who you should be meeting with for certain local issues. You will have

the greatest sway with legislators if you are their constituent—
and if you are a member of a larger group, it's great to find
constituents to attend meetings

- Senate and House district maps (under Information)
- FAQs (under Information)—answers to basic questions about the
IN legislature
- SLIDE Committees Header
 - All—provides overview of all the different S and H standing
committees
 - S and H committee schedules—very important because will tell
you what committees meet when throughout the week AND
where and most importantly what bills are scheduled to be heard
- SLIDE Sometimes this website isn't the best!
- SWITCH TO WEBSITE Legislation searches
 - Can search the IN Code, Bills, by Legislator or using keyword
 - To search previous sessions
 - Information > Archives (1997-2013)
 - Brings up another site
 - DO NOT use the search term in the upper right corner
(demonstrate – uses HTML coding)
 - Instead have to search session by session
 - Can search by keyword OR Subject Listing is also very
helpful
 - Simple Search—put in keyword, click on magnifying glass

- NOTE—if you try to search now for bills last session, it won't work because they have already rolled the site over to the 2016 session
 - To search the 2015 session, you will have to search under Legislation header
- Advanced Search—dark blue box, can use a variety of search terms including by
- NOTE: 2013-2009 only include results from the IN Code
- So let's search by putting in "firearm" or "death" in this box in the upper right corner
- Can see the bills that mention those terms from last session (spring 2015)
 - Can use the categories on the right to refine or narrow results
- Another way to get to the bills from last session...Legislation > Bills > Session 2015/2014
 - This lists bills by bill number—also good way to get the bill number
 - But there are a lot of bills as well—CNTRL F also helps to search for specific terms
 - Can click on bill for authors/summary, get latest version/fiscal note, actions, amendments, versions
 - Can subscribe to "Bill Feed" on individual bills (doesn't appear to be a very good way of tracking the bill)
- Know where bills are—in committee, scheduled for hearing, etc.

- Hard to keep track just by using IN GA site
- Law searches
 - Can search IN constitution, IN code/noncode statutes/acts
- Publications
 - Handbook of Taxes, Revenues, Appropriations
 - Agency reports to GA
 - Bill Drafting Manual
- III. SLIDE Getting to Know Bill Tracking Software
 - SLIDE www.billtrack50.com
 - Free to research state/federal legislation
 - Tracking/sharing bills as a subscription service available, as well as through a free trial
 - Has “Bill Sheet” option to organize bills after searches
 - SLIDE Openstates.org
 - Can research bills, review voting records, contact officials, etc.
 - Online tutorials
 - Can follow searches
 - Can follow particular bills
 - To see what you are following, click on “View Your Favorites” in upper right corner
 - LegiScan
 - “nation’s first impartial real-time legislative tracking service
 - Can only monitor up to 25 bills with free service (OneVote)
 - Home state + Congress
 - Weekly monitoring alerts

- Limited Keyword search alerts

IV. Meeting With Legislators

- If possible, establish relationship with your legislator beforehand—attend town hall meetings, invite them to speak to groups, etc.
- SLIDE Prior to the meeting
 - Look up voting records to find out how the legislator has voted on issues that you care about, and what committees the legislator serves on
 - Learn about constituent pressures, personality or predispositions, responsiveness to personal interviews
 - Focus on legislators who haven't yet made up their minds
 - Schedule an appointment as far in advance as possible
 - SLIDE If you have trouble getting in to see the legislator, check to see if the chief of staff is available, or the staff member who works on these issues
 - More often than not meetings are with staff members
 - Don't have more than 3-4 people attend meetings if possible
 - Prepare a memo/agenda beforehand that outlines what you plan to discuss and who will be attending so that staff can brief their boss—reference specific legislation when possible
 - Reconfirm meeting a week or so before
 - SLIDE Coordinate remarks in advance, deciding who will take the lead and how
 - Know where the legislator's office is in the building

- NOTE: Often the regional offices are easier places to meet, fewer demands, less scheduling difficulty
- Telephone calls are best for emergency or time-sensitive lobbying efforts
- Read bills closely and understand them and where they are in the process! Also know your organization's history and the relationships it maintains with other organizations, legislators
- SLIDE In the meeting
 - Bring additional copies of your agenda and a list of participants including contact information to hand out at the start of the meeting
 - Introduce yourself immediately...establish your credentials
 - SLIDE Don't introduce yourself "as a citizen and taxpayer" — redundant
 - Don't argue or back recalcitrant legislators into a corner where they can take a definite position against you
 - Don't debate with legislator, or threaten not to vote for her, respect right of disagreement
 - Make sure that they see you as a resource, not an adversary
 - Be ready to listen
 - Get to the point of the meeting quickly, keep it as brief as possible
 - State your position on the bill and learn the legislator's position
 - Refer to bills by name
 - Make a specific request—why are you getting in touch with the legislator? What is it you want them to do—introduce bill, cosponsor bill, vote in certain way, contact another key member?

- It's great to visit because you approve as well
- SLIDE Have accurate information to support your position, and be ready with rebuttals to arguments your opponents are making
 - Have handouts of studies or papers that you feel are relevant and helpful
 - One-page briefing sheets are great
- Use real-life examples of how the bill will improve or hinder your issue—mentioned specific cases, projects, etc. Legislators want to know how legislation will affect their districts and how it will solve problems in these districts
- Make sure to refocus the conversation on your issue if the legislator moves the topic away from your issue
- Ask questions about where they are in the legislative process and how leadership feels about the bill
 - SLIDE If leadership is supporting or opposing, understand that your legislator will be expected to go along with it...can ask for other things, like a delay in implementation
- Look for opportunities to answer questions that they may have
- If it seems appropriate, ask to take a photograph with the legislator or staff member
- Don't overstay your welcome
- SLIDE After the meeting
 - Send thank-you note to the member and staff along with additional materials you have offered to provide, use this note to reinforce your arguments

- Publicize the visit with your organization, or send press releases/photos to the local paper
- Let other organizations know about the meeting and how it went



- Session
- Interim
- Reports from Agencies
- Statements of Economic Interest

Archives

The Indiana General Assembly website has been updated with additional content and tools. You can watch live streaming video, look at daily calendars for both Chambers, find your legislators, and access documents for the 2014 and 2015 sessions at iga.in.gov.

This page provides links to archived IGA content from 1997 to 2013, and you can use the search tool in the upper right corner to search through all of the content referenced below. If you have problem finding or opening material from this page, please contact us through [this form](#).

- [Regular Sessions](#)
- [Interim Sessions](#)
- [Archived Reports from Agencies to the IGA](#)
- [Statements of Economic Interest \(SEI\) Forms \(House of Representatives\)](#)



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State	Title	Session	Recent Action
Indiana	HB 1143 A BILL FOR AN ACT to amend the Indiana Code concerning criminal law and procedure	2015 Regular Session	Jan 8, 2015 <i>Authored by Representative Lucas</i>

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