

Dynamics of the New 107th Congress and Communicating Effectively with Staff

Presented for (client federal agency)

(Agenda from a custom program presented in 2002. To tailor this program for your organization, call us.)

Atlanta, GA _____, 2002

8:30 Welcome and Introduction

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8:35 Why Congress Behaves the Way It Does

Congressional expert

This session will provide a basic overview of the new 107th Congress and its members including the differences between the House and Senate, and the many roles members of Congress must fill. The session will discuss the dynamics of the legislative process and what drives today's institution, focusing on three key elements: policy, politics and procedure.

9:30 Break

9:45 The Path of Legislation

Congressional expert

This session will provide a brief review of the legislative process by tracking legislation from introduction and referral, through committee hearings and markups, floor consideration, to final passage and presidential action. The political and procedural aspects at play in every issue will be discussed. The speaker will note how each stage of the process can be tracked/researched via the Internet and other sources.

11:00 Break

11:15 Congressional Leadership and The New Political Landscape

Congressional expert

This session will discuss the politics and organizational changes involved at the beginning of a new Congress. The speaker will focus on types of leadership in Congress including majority/minority leadership structure in the House and Senate, committee assignments and seniority system, as well as key leaders in the 107th Congress. The speaker will discuss how leadership, agenda-setting, and the role of committees have/will change in the 107th Congress.

12:15 Lunch

1:15 Working with Congressional Staff (Breaks will be taken at convenient times during this session)

Congressional relations expert

The speaker will discuss the work environment on Capitol Hill and in district offices including the organization of congressional offices and the responsibilities of committee and personal "staffers." A variety of tools and techniques that the (client agency) can use to communicate with congressional staff will be presented. For example, the speaker will present practical suggestions for making the most of meetings and site-visits with staff, how to set-up a meeting, who should attend, and how to follow-up after the meeting. The speaker will point out important "do's" and "don'ts" executive regulatory agencies must be aware of when interacting with Congress. He will discuss what staffers need or expect from outside interests such as the (client agency). Overall, the focus will be on building a strong working relationship between congressional and executive branch workers, and how the (client agency) can work effectively with staffers to handle constituent issues, and to protect its interests.

4:30 Complete Evaluations and Conference Concludes

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