

TheCapitol.Net's Executive Conference:
Capitol Hill Workshop - with defense emphasis

Presented for (military department/DoD)
(Agenda from a custom program presented in 2000. To have a program tailored for your organization, contact us.)
Washington, DC

Day One: Tuesday, _____
Location: National Democratic Club, Second Floor, (30 Ivy Street, SE)

8:30 Welcome and Introductions
The Capitol.Net

8:35 Why Congress Behaves the Way It Does
Congressional expert

This session will discuss the dynamics of the legislative process by providing some historical perspective and discussing what drives today's institution. It will review differences between the House and Senate, and some of the unique characteristics of the 106th Congress.

9:30 Break

9:40 How a Bill Becomes a Law
Congressional expert

The speaker will briefly review how a bill becomes a law from introduction, referral of the legislation, through committee hearings and markups, scheduling amending and floor action, reconciling differences between the houses, to presidential action.

10:50 Break

11:00 How the Media Covers Capitol Hill, the White House and the Big Beats
Experienced Washington, DC-based journalist

A well-known reporter will discuss who comprises the Washington press corps, and how they cover the big beats in D.C. Questions to be addressed include: how forthcoming are these institutions with information, and what role does the media play in shaping policy debate and decisions in these institutions.

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Day One: Tuesday, May 2 continued
Location: National Democratic Club
(30 Ivy Street, SE)

12:10 Lunch at Montpelier Room, 6th Floor, Madison Building, Library of Congress
(101 Independence Ave, SE)

1:20 Return to National Democratic Club

1:30 Politics and Leadership in the 106th Congress
Congressional expert

The speaker will discuss the formal and informal leadership structures in the House and Senate as well as the current politics and personalities of the players. The speaker will also present how the dynamics of the upcoming 2000 election impact current policy making on Capitol Hill.

2:40 Break

2:50 The Congressional Hearing Environment
Congressional expert

This session will prepare the attendees for the congressional hearing they will attend on the next day. The speaker will briefly review the role of committees and the hearing process in the work of Congress. She will review the types of committees; the work of subcommittees; the types of committee hearings (informational, legislative, investigative, oversight, public relations); committee markups of legislation; and committee reports. This session will also examine the role of the committee chairman in hearings, and the role that committee staff play in deciding the subject matter of hearings, selecting witnesses and preparing questions for committee members to ask witnesses.

3:50 Overview of Capitol Hill and Instructions for Day Three

4:00 Day One Concludes

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Day Two: Wednesday, _____

8:45 Meet at Capitol South Metro
(Blue and Orange Metro lines; exit at First and C Streets, S.E.)

9:00 Attend Congressional Hearing: TBD

12:00 Lunch in Reserved Private Dining Room at Hunan Dynasty
(215 Pennsylvania Avenue, S.E.)

1:30 Campaign and Election Trends and Their Impact
Political expert, CQ

The speaker will take an insightful look at the recent trends in how campaigns, political communication and elections are conducted in the United States, citing examples from the current presidential and congressional campaigns.

2:45 Discussion of Congressional Hearing(s)

3:15 Discussion of Optional Activities:

Visit the office of a Member of Congress

Go to Visitors Gallery to watch floor action:
U.S. House of Representatives or U.S. Senate

Visit Library of Congress, Jefferson Building (Ten First Street, S.E.)

3:30 Day Two Concludes

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Day Three: Thursday, May 4
Location: National Democratic Club
Third Floor
(30 Ivy Street, SE)

8:30 DOD Legislative-Executive Relations
DOD legislative affairs expert

The speaker will examine the working relationship between Congress and the Department of Defense by addressing the organization and responsibilities of the DOD legislative affairs team and how it does its work on Capitol Hill.

9:45 Break

10:00 Congressional Budgeting Today (A break will be taken at a convenient time)
Congressional budget expert

The session will provide an introduction to the congressional budget process, the major players, procedures, and timing of decisions as well as the current political struggle. Authorizations, appropriations and reconciliation will be covered. Participants will see the "big picture" of federal budgeting and how DOD fits in.

12:00 Lunch at National Democratic Club

1:00 Defense Issues in the 106th Congress
Congressional/defense expert

A seasoned defense reporter will focus on the salient legislative issues in the 106th Congress of concern to the defense community, and will discuss the major players and personalities involved.

2:15 Break

2:30 Elements of Decision Making in Washington
Congressional expert

This session will provide an overview of Washington decision-making by analyzing Congress' interactions with the administration, executive agencies, the media, and other political players.

3:45 Day Three Concludes

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REVISED - Day Four: Friday, _____
Capitol Hill Club (300 First Street, SE)

8:30 Washington Lobbying and Its Role in the Legislative Process
Congressional expert

This session will provide an overview of lobbying in Washington and its role in the legislative process. Topics of discussion will include the need for interest groups, the variety and number of them in Washington, and their main objectives. The session will discuss how outside interests, including executive agencies, need to build a positive working relationship with members of Congress and their staff, and will provide specific suggestions of how to accomplish this.

9:45 Break

10:00 A Member's Perspective on Politics and Policy
Former member of Congress

A former member of Congress will analyze the many pressures and responsibilities that a member must balance in day-to-day decision-making and policy-making.

11:15 Lunch at Capitol Hill Club

12:30 The Role of the Executive Branch in the Legislative Process
OMB expert

The speaker will examine the role of the Executive Branch in the legislative process from initial proposal, to draft legislation, through congressional consideration, to signing ceremony in the Rose Garden. Discussion will include the important – yet little-known – role of the Office of Management and Budget in the formulation and approval of legislation and the President's official policy program.

1:40 Break

1:50 Working with Congressional Staff
Panel of Congressional staff

A panel of congressional staff members will discuss the work environment on the Hill including the responsibilities of committee and personal staff, and the organization of congressional offices. They will focus on the "ideal" relationship between congressional and executive branch workers, and what (client department) can do to work effectively with staffers and to help protect its interests.

3:00 Complete Program Evaluations and Program Concludes

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