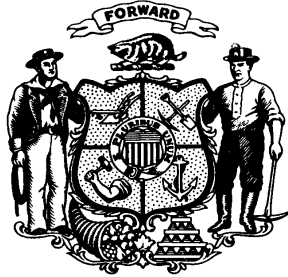


State of Wisconsin  
JOINT LEGISLATIVE COUNCIL

Co-Chairs

**ROGER ROTH**  
Senate President

**ROBERT BROOKS**  
Assembly Assistant Majority Leader



**LEGISLATIVE COUNCIL STAFF**  
**Terry C. Anderson**  
*Director*  
**Jessica Karls-Ruplinger**  
*Deputy Director*

**AGENDA**

**2017 TRAINING FOR LEGISLATIVE STAFF**

**DAY 1 (Friday, January 13)**

- 9:00-9:30 a.m.: **Welcome and Introductions**  
*Terry Anderson, Director, Legislative Council*
- 9:30-10:00 a.m.: **The Value of an Effective Staffer**  
*The Honorable David T. Prosser Jr., Justice, Wisconsin Supreme Court (1998-2016); Representative, Wisconsin State Legislature (1979-1996)*
- 10:00-11:30 a.m.: **The Legislative Staffer's Role in Lawmaking and Constituent Services**  
*Small Groups With Legislative Council, Legislative Fiscal Bureau, and Legislative Reference Bureau Staff*
- Typical session activities (committee work, caucus, floor sessions, and constituent work)
  - How a bill becomes a law
  - The budget process
  - Interim committees
- 11:30 a.m.-12:00 p.m.: **Tips From Experienced Staff: "What I Wish I'd Known Then"**  
*Kathy Divine, Office of Representative Jill Billings*  
*Diane Handrick, Office of Representative Dave Murphy*  
*Scott Kelly, Office of Senator Van Wanggaard*  
*Beau Stafford, Office of Senator Kathleen Vinehout*

*Supporting Effective Lawmaking Since 1947*

**DAY 2 (Friday, January 20)**

9:00-9:05 a.m.:

**Welcome**

*Terry Anderson, Director, Legislative Council*

9:05-10:00 a.m.:

**Dealing With the Press: Tricks of the Trade**

*Kit Beyer, Communications Director, Office of Speaker Robin Vos  
Tony Palese, Communications Director, Office of Senator Jennifer Shilling*

10:00-11:00 a.m.:

**A Primer on Wisconsin Law and Government**

*Larry Konopacki, Principal Attorney, Legislative Council*

- Introduction to the statutes
- Case law and common law
- Constraints on lawmaking - constitutions and federal preemption
- State and local government
- Relationship of the judicial and legislative branches
- Administrative Rules

11:00-11:30 a.m.:

**Working With the Executive Branch: Advice From Experienced Executive Agency Staff**

*Nate Yahn, Legislative Liaison, Department of Transportation  
Don Friske, Legislative Liaison, Department of Corrections  
Jon Hoelter, Legislative Advisor, Department of Health Services*

- Working with the executive branch on constituent services and developing legislation
- Legislative liaisons and other sources of information
- Relationship of the executive and legislative branches

**DAY 3 (Friday, January 27)**

9:00-9:05 a.m.:

**Welcome**

*Terry Anderson, Director, Legislative Council*

9:05-10:30 a.m.:

**The Ethics Code and the Legislative Staffer**

*Brian Bell, Administrator, Ethics Commission*

*David Buerger, Staff Counsel, Ethics Commission*

- Applicability of the ethics code and lobbying laws to legislators and legislative staff

10:30 a.m.-12:00 p.m.: **Public Records Law Requirements**

*Paul Ferguson, Office of Open Government, Department of Justice*

*Anne M. Bensky, Assistant Attorney General, Department of Justice*

*Dan Schmidt, Principal Analyst and Operations Manager,  
Legislative Council*

- Applicability of the Public Records Law to legislators and legislative staff
- Role of the Department of Justice and Legislative Council in responding to open records requests