

# **Policy Development Workshop**

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# **Policies and Policy Development**

**D  
E  
D  
I  
K  
A  
T  
E**

# Key Ingredients for Policy Development

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- D**efine the Problem
- E**ngage Stakeholders
- D**efine Solutions
- I**dentify Decision-Makers
- K**now The “Rules”
- A**ct Flexibly
- T**ime your efforts
- E**nhance Relationships

# Key Ingredients for Policy Development

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## **D = Define the Problem**

- Data – surveys, reports, studies, trends, changes over time
- Examples – concrete, personal, capture the essence of the issue or problem
- Impact – the cost of failing to act versus the cost of action

# Key Ingredients for Policy Development

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## E = Engage Stakeholders

- Expand the “community of interest” by giving reasons to care and act
- Relate the issue or problem to the missions of others
- Natural allies and natural opponents – engage and convert
- Articulate the issue or problem in a way which compels participation – a little bit of “sales”

# Key Ingredients for Policy Development

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## D = Define Solutions

- Consistent with your organization's mission
- Consistent with the missions of others
- Addresses one or more needs in the community
- Provides concrete strategies or options
- Builds upon evidence concerning policies and approaches which work
- Sets specific goals and objectives
- Clearly articulates expected outcomes and assess impact
  - not mushy
- Passes the “giggle test”

# Key Ingredients for Policy Development

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## **I = Identify Decision-Makers**

- Elected officials and their agendas
- “My district...”
- Government administrators
- Private sector
- Media
- Community leaders
- Faith Community
- Employee Organizations

# Key Ingredients for Policy Development

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## **K = Know The “Rules”**

- What are the keys to the “system?”
- Who else has keys to the system?
- Getting information
- Seeking advice and counsel

# Key Ingredients for Policy Development

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## A = Act Flexibly

- Modifying original thinking to expand the constituency for change
- Shifting gears, knowing when to push and when to drop
- Helping and letting others take credit for your ideas

# Key Ingredients for Policy Development

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## T = Time Your Efforts

- Timing counts
- What's the broader political context?
- Do any circumstances or events in the community offer potential momentum for change?

# Key Ingredients for Policy Development

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## **E = Enhance Relationships**

- Building on proven record of trust and accomplishment
- Developing a virtual team
- Who can help?

# Key Ingredients for Policy Development

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# **The Legislative Process**

# Overview of the Legislative Process

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- Idea
- Author
- First Reading/Introduction
- Committee Hearings
- Second and Third Readings
- Repeat in other House
- Resolution of Differences
- Governor
- California Law

# The Legislative Process

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## Idea

- All legislation begins as an idea or concept
- Ideas or concepts can come from a variety of sources
- The process begins when a Senator or Assembly Member decides to author a bill

# The Legislative Process

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## The Author

- A legislator sends the idea for the bill to the Legislative Counsel where it is drafted into the actual bill
- The draft of the bill is returned to the legislator for introduction

# The Legislative Process

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## **First Reading/Introduction**

- A bill is introduced when the bill number, the name of the author and the descriptive title is read on the floor
- No bill may be acted upon until 30 days has passed from the date of its introduction

# The Legislative Process

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## Committee Hearings

- The bill is referred to the Rules Committee where it is assigned to a policy committee for its first hearing
- Bills that require expenditure of funds must be heard in a fiscal committee
- At the committee hearing, the author presents the bill and testimony is heard
- The committee votes by:
  - Passing the bill, passing the bill as amended, or defeating the bills
  - Letters of support are crucial before committee hearings
- Majority vote of full committee membership is required
- Each house maintains a schedule of legislative committee hearings
- Prior to a bills' hearing, a bill analysis is prepared that explains current law, what the bill is intended to do and some background information with lists of organizations that support or oppose it



# The Legislative Process

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## Second and Third Readings

- Bills passed by committees are read a second time on the floor and assigned a third reading
- When a bill is read the third time, it is explained by the author, discussed by the Members and voted on by roll call vote
- Bills that require an appropriation or take place immediately require 27 votes in the Senate and 54 votes in the Assembly to be passed
- Other bills require 21 votes in the Senate and 41 votes in the Assembly

# The Legislative Process

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## Repeat Process in Other House

- Once the bill has been approved by the house of origin, it proceeds to the other house where the procedure is repeated

# The Legislative Process

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## Resolution of Differences

- If a bill is amended in the second house, it must go back to the house of origin for concurrence
- If agreement cannot be reached, the bill is referred to a two house conference committee
- If compromise is reached , the bill is returned to both houses for a vote

# The Legislative Process

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## Governor

- Following approval from both houses, a bill is forwarded to the Governor
- The Governor has three choices:
  - Sign the bill into law
  - Allow it to become without a signature
  - Veto the bill
- A governor's veto can be overridden by a two-thirds vote in both houses
- Most bills go into effect on the first day of January of the next year

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- Urgency measures take effect immediately after they are signed or become law without signature

# The Legislative Process

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## California Law

- Bills passed by the Legislature and approved by the Governor are assigned a chapter number by the Secretary of State
- These Chaptered Bills then become part of the California Codes

# The Legislative Process

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## Assembly Committees – FY 1999-00

- Appropriations – Chair: Carole Migden
- Budget – Chair: Denise Ducheny
  - Subcommittee 1 – Health and Human Services –  
Chair: Gil Cedillo
  - Subcommittee 2 – Education – Chair: Sarah Reyes
- Education – Chair: Kerry Mazzoni
- Human Services – Chair: Dion Aroner
- Health – Chair: Martin Gallegos

# The Legislative Process

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## Senate Committees – FY 1999-00

- Appropriations – Chair: Pat Johnston
- Budget – Chair: Steve Peace
  - Subcommittee 1 – Education – Chair: Jack O’Connell
  - Subcommittee 2 – Health, Human Services – Chair:  
Hilda Solis
- Education – Chair: Dede Alpert
- Health and Human Services – Chair: Martha Escutia