



Welcome to the California Senior Legislature

orientation Program



Welcome to the California Senior Legislature

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Welcome

You have joined an organization that is pivotal in helping seniors enjoy the best quality of life in the State of California. Your commitment and passion is recognized and appreciated on the highest level.

We hope you will find the information provided here to be useful and to help answer any questions you may have as a new senior legislator.

We strongly encourage you to read through the resources we have provided in this Orientation write-up. This information will help jump start you on the road to becoming an effective legislator!

The Joint Rules Committee



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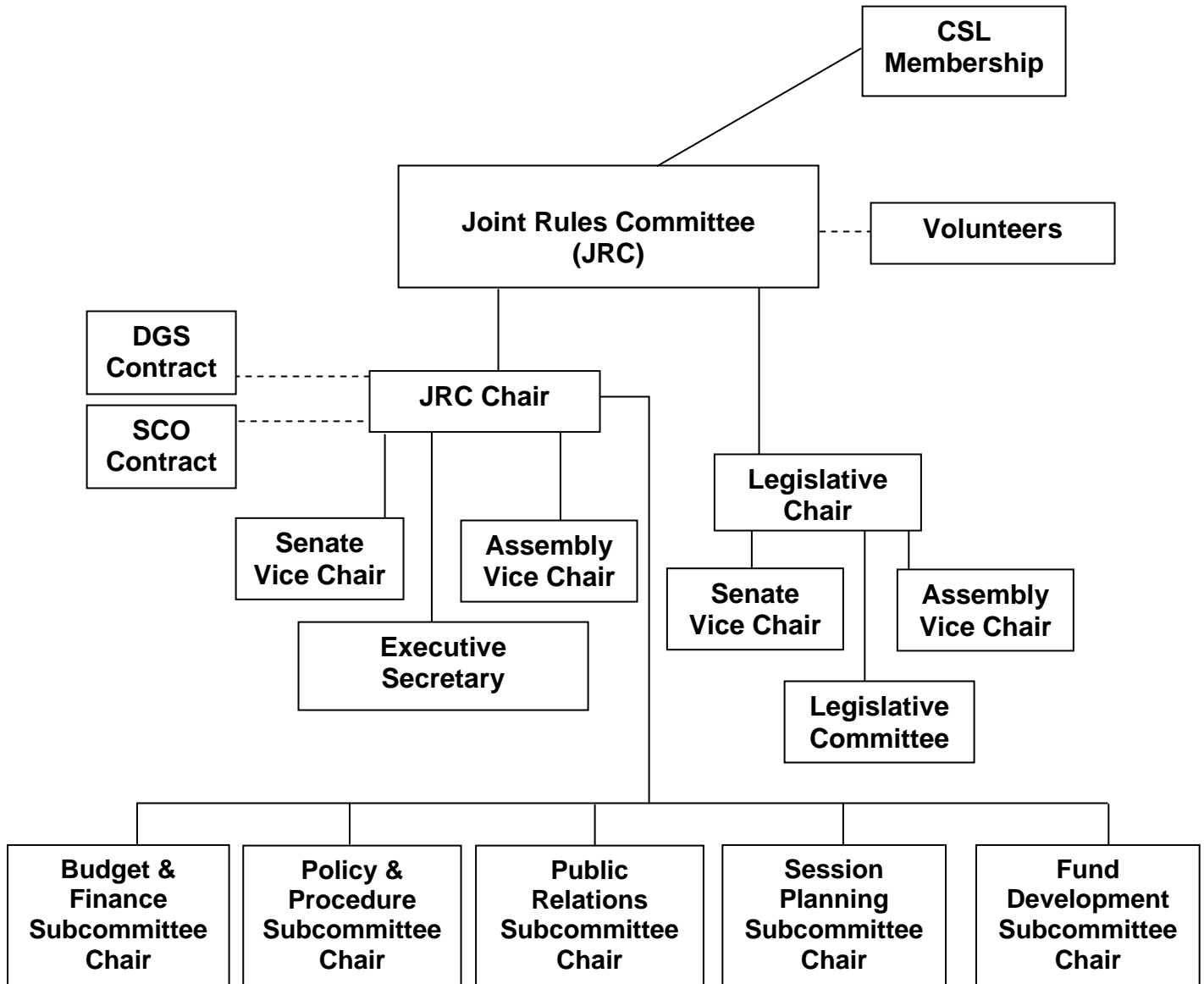
Mission Statement

To improve the quality of life for aging Californians by identifying senior concerns, developing proposals and advocating for the inclusions of those concerns in legislative bills.



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**CSL ORGANIZATION
CHART
September 19, 2007**





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Essential Resource Material

The following provides either a link and/or page/section number of applicable areas within the Resource Manual that are essential reading for all new members of the CSL. While becoming familiar with all sections within the Resource Manual is important, we urge you to read these sections first as a way to acquaint yourself with basic information.

Bylaws: <http://www.4csl.org/Resource%20Manual/RMPartIII.pdf>

Code of Ethics: <http://www.4csl.org/Resource%20Manual/RMPartVII.pdf>
Resource Manual, Part VII, Page 31

Acronyms: <http://www.4csl.org/Resource%20Manual/RMPartII.pdf>
Resource Manual, Part II, Page 8

Proposal Writing Process:
<http://www.4csl.org/Resource%20Manual/RMPartIV.pdf>
Writing: Part IV, Page 19
Submittal Form: Part IV, Page 25



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CSL Session Standing Committees

During the annual October Session, Standing Committees hear testimony on legislative proposals submitted by members.

There are five Senior Senate and five Senior Assembly session standing committees as follows:

Finance and Insurance
Health
Housing and Transportation
Social and Community Services
State and Local Government

Prior to the annual October session, members are asked to select the Session Standing Committee they would prefer to serve on (first, second, third choice). The Joint Rules Committee Chair (or an ad hoc committee) reviews the requests and makes the assignments. Every effort is made to place the member on the desired committee, but in order to equalize the committee numbers; this may result in being placed on a second or third choice committee. It is possible that newer CSL members may be placed where the need is, which may not necessarily be one of their choices.

There are 80 Senior Assembly Members, which means that there should be 16 CSL members in each standing committee.

There are 40 Senior Senators, meaning that each standing committee should have eight members.

The CSL proposals are assigned to the five committees based on the subject matter. Health proposals are placed in the Health Standing Committee. However, if there are many Health proposals and a very few housing and transportation proposals, for example, the housing and transportation could be hearing a health proposal. *It is essential that all proposals assigned to any given committee be thoroughly read and questions/comments noted.*

The Legislative Committee meets prior to the annual Session to assign proposals to the standing committee, making decisions to reassign if one committee is top heavy with proposals.



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Member Fund Raising Obligations and Responsibilities

One of the critical responsibilities of a CSL member in addition to writing and submitting proposals is to raise funds.

The Resource Manual contains a section having to do with fund raising. <http://www.4csl.org/Resource%20Manual/RMPartV.pdf> Part II, Page 2 discusses funding and Part II, Page 5 provides the tax deductible donation policy.

Through a legislative action that occurred several years ago, the CSL is one of several organizations able to have a "line number" designation for the public to contribute funds. Under "Contributions", there are fourteen organizations listed. California Fund for Senior Citizens is where taxpayers can make a voluntary contribution to the California Senior Legislature. In 2006, this appeared on Line 52. However, this could change every year. This is the primary vehicle for funding the CSL.

We have established a budget figure of \$250,000 per year that we need to reach via these individual voluntary contributions. If we fail to reach this goal, the Franchise Tax Board will remove us from the Contributions section. By September 1 of each year, using the actual amount known to be contributed to the fund, a projected estimate of the remaining funds to be raised is made. If the fund does not receive the minimum requirement, it is removed from the tax return form in the following year.

This emphasizes the urgency for each and every CSL member to aggressively fund raise to ensure that we continue from one year to the next to have the benefit of this contribution vehicle to raise money for the organization. **Look at it this way. If each CSL member had a goal of raising \$2085, we would easily make our budget! The challenge would be to accomplish this between January and the end of July!** However, having said this, it would be virtually impossible to trace contributions to an individual CSL member. But the message stays the same. If each member was responsible for raising this amount of money, we would not have a problem!

What should CSL members do? There are several ways in which to raise awareness and therefore raise the opportunity for funding. From January to the end of July are the months that see the majority of contributions. From August through the end of the year, contributions historically are minimal. We need to be creative on finding ways to reach the critical mass of potential contributors in the first few months of the year.

For example:

- Write an opinion piece for your local newspaper (there are examples)



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- Arrange to make a presentation about the CSL to fraternal organizations, a senior groups, advocacy groups, retirement groups, retired union members, etc. (a power point presentation has already been prepared for this purpose).
- Arrange for an interview on a local radio program, or a local CCTV program.
- Send letters or flyers to tax preparers letting them know about the contribution option. While we can't force the tax preparers to advise their clients, we can make them aware of who we are and the work we do.
- Many of us retired from organizations that either unionized or have retirement groups. We may even belong to these groups. This is a great opportunity to provide CSL information to these groups at their meetings.
- Volunteering to staff a booth at a community health fair or other organized event. Our Sacramento office can provide lots of brochures to be handed out to attendees.
- Place articles in their newsletters.

In other words, there are no boundaries when it comes to promoting the CSL. **We need to get the word out about the California Senior Legislature...we do not want it to be a secret any longer!!!**

We acknowledge that there are many CSL members who put a great deal of effort in reaching out to educate the public about the work we do. It is unfortunate, however, that not all of our members are as proactive. It may be that individuals just don't know what to do. Maybe there hasn't been enough emphasis placed on individual responsibility to raise funds in support of this important organization. There are members available to work with others who feel less confident.



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Session Process

(What to expect when you arrive in Sacramento)

Note: The agenda for the three day session will be provided to attendees on the first day when you register. What follows is fairly accurate, and should give you an idea of what to expect. Room numbers for all sessions will be provided in the packet you receive during registration.

First Day

10 am - 1:00 pm	Registration (room # will be provided in advance)
10 am - 11:30am	Joint Rules Committee & Session Planning Meetings
10 am – 11:30	New Member Orientation
10 am – 11:30	Session Volunteer Orientation
11:05 am – 12:05	Policy Committee Chairs & Vice Chairs Orientation
11:30 am – 12:30 pm	Lunch (Coupons will be provided for a free lunch in Capitol Cafeteria)
1:00 pm – 2:30 pm	Opening Ceremonies, Assembly Chambers
2:45 pm – 4:45 pm	Policy Committee Hearings

Senate Assembly

Finance & Insurance	(room numbers to be provided)
Health	
Housing & Transportation	
Social & Community Services	
State & Local Government	

5:00 pm – 6:00 pm	Reception (at Holiday Inn)
6:00 pm – 9:00 pm	Annual Recognition Banquet (at Holiday Inn)

Second Day

8:00 am – 8:45 am	Lt Governor Continental Breakfast – Room 1114
9:00 am – 11:30 am	Legislative floor sessions
11:45 am – 12:45 pm	Lunch – Capitol Cafeteria (coupon provided)



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1:00 pm – 3:00 pm Policy Committee Hearings (reconvene)

Senate Assembly

Finance & Insurance (room numbers to be provided)
Health
Housing & Transportation
Social & Community Services
State & Local Government

3:15 pm – 4:45 pm General Session – Informational

5:00 pm – 6:00 pm Reception Holiday Inn

6:00 pm – 9:00 pm Annual Banquet Holiday Inn

Day Three

8:30 am – 10:15 am Legislative Floor Sessions –
Assembly and Senate Chambers

10:30 am – 12:00 noon Introduction of Candidates and Election
Balloting for CSL Top 10 State Priorities and
Top 4 Federal Priorities

11:45 am – 12:45 pm Lunch, State Capitol Cafeteria

1:00 pm – 2:15 pm Joint Legislative Floor Session, Assembly Chambers

2:30 pm – 2:45 pm New Legislative Committee Meeting

2:45 pm – 3:30 pm New Joint Rules Committee Meeting

Day Four

9:30 am – 10:00 am Press Conference, Governor's Press Room 1190
Announcement of CSL Top 10 Priorities & Top 4 Federal
Priorities