



**CCAWV LEGISLATIVE TIMELINE**  
**(As adopted by the Board of Directors - June 7, 1998.**  
**Updated August 2019)**

The purpose of this legislative timeline is to provide a generic set of milestones that depict who does what to whom and when. The legislative session may be only two months long, but the legislative cycle embraces all twelve. This CCA legislative calendar could serve as the framework for a coherent statement of CCA legislative process. By making it easier for all to understand where we are in the cycle, we can focus our collective energies on the appropriate behavior for that point in time. Since the end of one legislative cycle should mark the beginning of the next, let's start the clock with the session recently ended.

**March – April:**

When the Legislative session ends in March (April in an inauguration year), the first chore at hand is to ascertain the status of legislative initiatives vital or of interest to county commissioners and to communicate those outcomes to the CCAWV membership. Gubernatorial prerogatives subsequent to the end of the session can leave outcomes in doubt until final action is taken. The CCAWV Executive Director's job is to get the word out; it is the responsibility of each individual commissioner to familiarize him/herself with the wins and the losses in order to make an independent assessment of where we go from here. The Executive Director will also provide a thumbnail description of those issues that have been designated for further study/discussion during the interim meetings of the legislature that are of interest to the CCAWV membership. Individual commissioners who have volunteered for duty will be provided meeting schedules and subcommittee assignments with the goal of providing a county commissioner perspective to these deliberations.

**May – June:**

The CCAWV Legislative Committee should make its assessment of the session with the following objectives in mind:

- What worked and why? Can the strategy/tactics employed be used elsewhere?
- What didn't work and why. How do we need to change our game plan?
- What is the damage assessment? Which issues remain to be resurrected; which issues should be pronounced dead?
- What did we learn?
- Which issues are candidates for inclusion on the 1st draft legislative priority list?

The recommendations of the Legislative Committee in these regards could be presented before the CCAWV Board meeting in May, and forwarded, for information, to the WVACo Board.

**July – August:**

The Executive Director will communicate the preliminary listing of candidate legislative issues to all counties and invite the submission of issues that any commission would like to have considered. While candidate issues can be proposed earlier, this is the window of opportunity for having issues addressed during round table discussions at the CCA meeting in August, and/or the Legislative Committee meeting in September.



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### **September – October:**

The Legislative Committee meets in September for the purpose of:

- Fully considering all potential legislative issues/ initiatives raised by the membership.
- Drafting a prioritized listing of candidate issues
- Nominating three to a maximum of five issues to receive pro-active CCAWV support.
- Forming working groups to draft legislative language and strategies The recommendations of the Legislative Committee are presented to the CCAWV Board meeting for approval, and shared by CCAWV's representatives, as appropriate, to the WVACo Board for consideration for that organization's legislative agenda. The CCA Executive Director will print and distribute the Legislative Priorities to initially disseminate the deliberations and decisions of the CCAWV Legislative Committee and Board of Directors.

### **October – December:**

- The Executive Director will conduct regional meetings to further disseminate CCAWV's Legislative Priorities. The principal thrust of these meetings is to inform commissioners of the decisions that have been reached. While newly emerging issues with widespread impact (positive or negative) can always be raised, the purpose of the visitations is to initiate consensus building and support for the legislative program. County officials should invite their legislative representatives and the media to attend these informational meetings.
- This is also the time to concentrate on letter writing, emails, phone calls, and/or personal visits by individual commissions in support of CCAWV legislative priorities to legislature.

### **January – February:**

The January Legislative Meeting in Charleston is the setting for the legislative meeting of the membership. This is not the place for trading ideas, changing minds or lobbying for special interests. At this point legislative session is starting and we need to be consolidating support for the positions previously determined by the legislative committee and approved by the CCAWV Board. If individual commissioners disagree with a stance on an issue, they can opt not to expend any personal energy in advocating the association's position, but at this juncture, working to change it is counterproductive. If some action external to CCAWV merits CCAWV reaction or reconsideration of our position, we will react appropriately. But in the business of legislative liaison, timing is everything, and the goal is a united front in February.

The principal purpose of the Legislative Meeting should be to (1) Rally the membership in support of the CCA legislative agenda; (2) Assign individual commissioners to specific legislative liaison objectives; and (3) Arrange for commissioner presence in Charleston as required throughout the legislative session.