

## Legislative Process Agenda Item #06

**Prepared and Presented By:** Michael E. Grayum, Director of Public Affairs

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**Proposed Action:** Briefing and Council Direction

**Summary:** As part of its authority, the Leadership Council is to approve the legislative process to be used by the agency in setting legislative priorities.

**Background:** In preparation for the 2010 legislative session, the Puget Sound Partnership created an internal and external process to develop legislative priorities. The Leadership Council was briefed on this process during your meeting in Bellingham on September 3, 2009. The process included briefings and requests for recommendations from internal staff, stakeholders (environmental caucus, business caucus etc.), state agencies, local and tribal governments, as well as the Ecosystem Coordination Board (ECB), and Science Panel. Examples outlining this process are attached:

- Internal Process and Timeline used for 2010 Legislative Session
- Memo to State Caucus members RE: 2010 Legislative Session Preparation

This is the first attempt to establish a formal process for the agency to establish legislative priorities. There were many lessons learned and opportunities for improvement—which I look forward to discussing with you at the next Leadership Council meeting.

Members of the Leadership Council have expressed a desire for a process that ensures legislative priorities are vetted and broadly supported prior to submittal to the Governor's Office. Attached are two DRAFT proposals that incorporate lessons learned and outline a more integrated process among the Leadership Council, ECB and Science Panel, as well as other stakeholders, agencies, local and tribal governments.

- Draft Summary of Roles and Processes to Establish Legislative Priorities—November, 2009.
- Draft Detailed Process and Timeline to Establish Legislative Priorities—November, 2009.

**Staff Recommendation:** During the March 18, 2010 meeting, staff recommends the Leadership Council review and discuss the attached “Draft Summary of Roles and Processes to Establish Legislative Priorities” and “Draft Detailed Process and Timeline to Establish Legislative Priorities.”

**Next Steps:**

- March 18: Review proposed process and roles
- *Staff revise per discussion and direction*
- April 13-14: Present to Science Panel for feedback
- *Staff revise, if needed, per Science Panel discussion*
- May 6: Present to ECB for feedback
- *Staff revise, if needed, per ECB discussion*
- May 20: Leadership Council approve legislative process for use in development of the 2011 Legislative package

**Attachments:**

- Internal Process and Timeline used for 2010 Legislative Session
- Memo to State Caucus members RE: 2010 Legislative Session Preparation
- Draft Summary of Roles and Processes to Establish Legislative Priorities—November 2009.
- Draft Detailed Process and Timeline to Establish Legislative Priorities—November 2009.

## Developing Puget Sound State Legislative Priorities: *2010 Legislative Session Preparation*

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### *Internal Process and Timeline*

#### **July**

- Ecosystem Coordination Board reviews policy recommendations in Action Agenda.
- Ecosystem Coordination Board develops “BOLD Actions.”
- Ecosystem Coordination Board members consult with their caucus about potential policy initiatives and partner opportunities with PSP for 2010.

#### **August**

- PSP hears back from Ecosystem Coordination Board members about policy initiatives of interest to their caucuses.
- Internal solicitation of Puget Sound Partnership (PSP) for potential legislation for the 2010 session.

#### **September**

- Completion of Agency Request Legislation Development Plans, September 8<sup>th</sup>.
- PSP develops summation of 2010 Puget Sound Legislative Priorities and submit agency request legislative proposals without fiscal impact to Governor’s Office, September 28, 2009.
- PSP shares summation of 2010 Puget Sound Legislative Priorities with the Ecosystem Coordination Board, Salmon Recovery Council and Leadership Council.
- Legislative Committee Assembly Days, Sept. 30-Oct. 2  
*(brief targeted legislators on Puget Sound Legislative Priorities)*

#### **October**

- Submit agency request legislative proposals with fiscal impact to Governor’s Office, October 9, 2009.

#### **December**

- Legislative Committee Assembly Days, December 3-4
- Bill sponsors sign legislative proposals.
- Pre-file Puget Sound Legislative Priorities.

#### **January - March**

- Beginning of 61<sup>st</sup> Legislative session, January 11<sup>th</sup> – March 11<sup>th</sup>

## **2010 Legislative Preparation E-mail provided to Partnership staff**

Dear Team,

The Legislative Session is 5-months away and your help is needed. There are three key components that are essential for our preparation:

- \* Developing our agency request legislation.*
- \* Connecting elected officials with projects and needs in their areas.*
- \* Keeping connected with legislation initiated by other organizations/entities of interest to Puget Sound.*

### **AGENCY REQUEST LEGISLATION: (Need ASAP)**

Please get back to me ASAP with any ideas you have or know of that could potentially take the form of agency request legislation that PSP would initiate.

For each potential bill proposal, please fill out an Agency Request Legislation Development Plan (see attached) by next Tuesday, September 8th.

These plans will be living documents and serve as the basis for our initial conversations as we map out the months ahead, as well as the ongoing roadmap for working our bills during session. Completing these plans will serve three key purposes:

1. Capture the who, what, when and why of each bill in one place. This will help all of us internally to get and stay on the same page, and serve as a useful foundation for creating external documents like focus sheets (cut and paste!).
2. Capture the entire universe of stakeholders, staff and legislators we need to work with for each bill, and develop a plan to communicate appropriately with all of them. This will also help us coordinate communications across multiple bills with the same set of stakeholders and staff.
3. Inform the Governor's Office and OFM of stakeholder positions and communications when they are considering our bills for approval.

You'll find a template on on SharePoint Site in the Documents section, under "2010 Legislative Library." Please store your Plan in that file, and name it with your last name, followed by the subject of the issue. For example, a Development Plan from Chris Townsend to revise the fee-in-lieu statute would be titled "Townsend-FeelinLieu." Please do this for each Plan you would like to see PSP advance in 2010. By storing the document there, and continually updating it, we all will have access to the same information any time.

**CONNECTING ELECTED OFFICIALS WITH PROJECTS IN THEIR AREA:**

Connecting with legislators and stakeholders will be a key component of our continued success. Please be thinking about any tours we can initiate--especially in the following areas: Mason and Kitsap Counties (Hood Canal); Whatcom County; King County (Elliot Bay and Federal Way); Pierce County (Commencement Bay); Jefferson County and Clallam County.

Sara Lingafelter and I will be working together to help you implement and incorporate elected officials into any tour ideas you have. It is important that PSP connect key legislators from these areas to the good work being done to restore and protect Puget Sound.

**KEEPING INFORMED OF OTHER POLICY PROPOSALS:**

Finally, I would appreciate hearing about any potential 2010 bill ideas that we'd care about that may be coming from others. Please keep your ears to the ground for any policy proposals or budget items that organizations, agencies and tribes are working on or would like to see happen.

Thank you for all you do. If you have any questions, please call me at any time:  
360.628.1907.

All my best,  
Michael

Michael E. Grayum  
Director of Public Affairs  
Puget Sound Partnership

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## Memo

**To:** Puget Sound State Caucus members

**Date:** May 15, 2009

**From:** Michael Grayum, Director of Public Affairs

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### Purpose

I am writing to follow-up on the action item from the recent Puget Sound State Caucus meeting regarding the coordination of legislative budget and policy requests for the 2010 session.

We have a tremendous opportunity this interim to establish a “Puget Sound legislative agenda.” By working together and developing a process, we can focus on a few key priorities focused on Puget Sound that provide natural resources agencies with concrete targets to work toward as we develop our budget and policy proposals.

### Background

There was general consensus that natural resource state agencies should work together to develop, strategize, prioritize and advance policy and budget requests with a nexus to Puget Sound in a way that is consistent with the priorities of the Action Agenda.

### Process

The following process was recommended and agreed upon by the members of the Puget Sound State Caucus:

- The Puget Sound Partnership would send a list of questions to the members of the Puget Sound State Caucus that would help gather information about legislative proposals agencies are already considering, decision making and stakeholder outreach process, timeframes etc., by May 18 (see attached).
- Responses due to the Puget Sound Partnership May 29.
- The Puget Sound Partnership would compile the information and propose some recommended options for members of the Puget Sound State Caucus to evaluate and develop a coordinated process for developing, prioritizing and advancing legislative and budget requests for 2010—a “Puget Sound legislative agenda.” Information will be ready for discussion at the next Puget Sound State Caucus meeting on June 8.

## **Puget Sound Partnership**

### **Questions**

1. What legislative policy and/or budget initiatives are your agency considering in preparation for the 2010 legislative session that have a nexus to Puget Sound and the Action Agenda?
2. Who are the stakeholders (agencies, organizations, tribes, associations etc.) that could be involved or impacted by the policy or budget initiatives your agency is considering?
3. What are the internal timelines and processes for your agency to make decisions about legislative policy and budget priorities to comply with the timelines of OFM and the Governor's Office?

***Please email me your responses to these questions in the next two weeks.*** We would like to have them by **May 29<sup>th</sup>** so we have time to compile them with the responses of other agencies and develop a collective timeline and process for your consideration. My email is [Michael.Grayum@psp.wa.gov](mailto:Michael.Grayum@psp.wa.gov)

**Thank you in advance.**

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## **DRAFT Summary of Roles and Processes to Establish Legislative Priorities**

*November 5, 2009*

### **ROLES FOR GOVERNING AND ADVISORY BODIES:**

The Leadership Council is an independent decision making body responsive to the Governor. The Council sets and approves the strategic priorities for the Puget Sound Partnership, including agency request legislation, budgetary and other related policies that support the protection and restoration of Puget Sound. The members of the Leadership Council would communicate their support for the policy recommendations to members of the Legislature wherever possible and appropriate.

The Ecosystem Coordination Board is an advisory body. It evaluates policy options for legislative priorities of the Puget Sound Partnership. They may provide feedback and send recommendations regarding legislative priorities to the Leadership Council for consideration. The members of the Ecosystem Coordination Board and Science Panel may communicate their support for the policy recommendations to members of the Legislature wherever possible and appropriate.

The Science Panel is an advisory body. It provides scientific input for the legislative priorities of the Puget Sound Partnership. They may provide feedback and send recommendations regarding legislative priorities to the Leadership Council for consideration. The members of the Science Panel may communicate their support for the policy recommendations to members of the Legislature wherever possible and appropriate.

The Puget Sound Partnership serves as the coordinators and implementers of the Legislative priorities. The Executive Director is appointed by the Governor and accountable to the Leadership Council and the Governor. Partnership staff analyzes and prepares information, is inclusive of government and stakeholder feedback, and develops and implements strategies.

## **PROCESS FOR DEVELOPING LEGISLATIVE PRIORITIES**

*(for 2011-2020 legislative sessions):*

### **Prioritizing Goals:**

The Leadership Council would review a summary of all policy recommendations in the Action Agenda (local, state and federal), as well as the data and actions specified in the performance management and accountability framework. The Leadership Council would prioritize a small number of policy issues and desired outcomes that would be developed, refined and advanced in the appropriate public policy arena.

### **Review and Analysis:**

In order to provide appropriate analytical measures, the Leadership Council would request the Ecosystem Coordination Board, Science Panel and Puget Sound Partnership staff to develop the following information and provide feedback regarding the policy priorities:

- Issue history
- Related science
- Options to address/resolve issues
- Policies needed to establish or amend (local, state and federal)

### **Planning Ahead:**

The Ecosystem Coordination Board would allocate time in each meeting agenda to review, evaluate and develop recommendations regarding the policy issues prioritized by the Leadership Council.

The Science Panel would allocate time in each meeting agenda to review, evaluate, and develop scientific recommendations regarding legislative issues prioritized by the Leadership Council.

### **Making Recommendations to the Governor:**

Puget Sound Partnership staff compiles information from the Ecosystem Coordination Board and Science Panel to develop DRAFT legislative package, which includes:

- Concept papers
- Fact Sheets
- Draft bill language (z-draft)
- Fiscal Notes
- Stakeholders, tribes, lead and other governmental entities.

The Leadership Council would review this information and formally endorse legislative policy goals to the Governor; understanding the specific details will continue to be a work in progress.

**Finalizing the Legislative Agenda:**

The Governor would provide feedback about the legislation she authorized as “Agency Request Legislation.” The Leadership Council would then formally endorse the specific policies approved by the Governor and affirm support for other bills leading to the protection and restoration of Puget Sound. The members of the Leadership Council, Ecosystem Coordination Board and Science Panel would communicate their support for the policy recommendations to members of the Legislature wherever possible and appropriate.

**General Timeline**

January-March (or May depending on short or long session): Begin development of legislative package and review issues for future legislative sessions

March-June: Review and prioritize legislative issues

July-September: Finalize legislative package for presentation to governor

October-December: Refine legislative package for upcoming session and begin looking at priorities for future sessions

DRAFT

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## **DRAFT Detailed Process and Timeline to Establish Legislative Priorities**

*November 5, 2009*

*(Developed in alignment with the 2010 meeting schedules of the Leadership Council, Ecosystem Coordination Board and Science Panel)*

### **December 7-8 2009, Leadership Council Retreat**

- Review a summary of all policy recommendations in the Action Agenda (local, state and federal).
- Review the data and actions specified in the performance management and accountability framework.
- Review enabling legislation and authorities of the Leadership Council, Ecosystem Coordination Board, and Science Panel.
- Review DRAFT processes and timeline (this document).

### **January—March, 2010 Legislative Session**

- Bills, budget provisos and legislative committee hearings are tracked and evaluated.
- Regular updates are provided to Leadership Council, Ecosystem Coordination Board and Science Panel.

### **January 21, Ecosystem Coordination Board Meeting**

- Briefing from Department of Ecology and Department of Fish and Wildlife about their oil spill protection and response programs.
- Discussion about the Puget Sound Partnership's new legislatively mandated responsibilities to evaluate and make recommendations to improve Washington State's Oil Spill programs.
- Ecosystem Coordination Board is designated as the convening body for the Partnership's new responsibilities regarding oil spill issue analysis and recommendations.

### **January 28, Leadership Council Meeting**

- Puget Sound Partnership Staff provides an update of current actions during the 2010 legislative session.
- Review a summary of all policy recommendations in the Action Agenda (local, state and federal).
- Review the data and actions specified in the performance management and accountability framework.

- Approve letter to be sent from the Leadership Council to the members of the Ecosystem Coordination Board and Science Panel requesting they work with their individual caucuses to solicit ideas for statutory changes, budget recommendations and policy proposals at the state and federal levels for the 2011 legislative session.

#### **February 9-10, Science Panel Meeting**

- Puget Sound Partnership Staff provides an update of current actions during the 2010 legislative session.
- Follow-up and act on letter from the Leadership Council—share and discuss any policy or funding proposals from members of the Science Panel.
- Prioritize and recommend ideas to the Leadership Council regarding statutory changes, budget recommendations and policy proposals at the state and federal levels for the 2011 legislative session.

#### **March 5, Ecosystem Coordination Board Meeting**

- Puget Sound Partnership Staff provides an update of current actions during the 2010 legislative session.
- Follow-up and act on letter from the Leadership Council—share and discuss any policy initiatives or funding proposals from the caucuses represented on the Ecosystem Coordination Board.
- Review Bold Actions discussed at October 2009 meeting.
- Prioritize and recommend ideas to the Leadership Council regarding statutory changes, budget recommendations and policy proposals at the state and federal levels for the 2011 legislative session.

#### **March 25, Leadership Council Meeting**

- Review outcomes of 2010 Legislative session and any recommendations from Ecosystem Coordination Board.
- Informally prioritize a small number of policy issues and the desired outcomes.
- In order to provide appropriate analytical measures the Leadership Council will request the Ecosystem Coordination Board, Science Panel and Puget Sound Partnership staff develop the following information and provide feedback regarding the four policy priorities:
  - Issue history
  - Related science
  - Options to address/resolve issues
  - Policies needed to establish or amend (local, state and federal)
  - Lead entities, stakeholders, tribes and governmental organizations.

#### **April 13-14, Science Panel Meeting**

- Review and discuss key elements of two of the policy issues prioritized by the Leadership Council.
- Communicate feedback to Leadership Council and Ecosystem Coordination Board.

#### **April 29-30, Leadership Council Meeting**

- Legislative status update, as appropriate.

#### **May 6, Ecosystem Coordination Board Meeting**

- Review and discuss key elements of two of the policy issues prioritized by the Leadership Council.
- Communicate feedback to Leadership Council and Science Panel.

***Puget Sound Partnership staff continues meeting with legislators, policy staff, tribal leaders and decision makers regarding legislative concepts. Tours are convened to convey the importance of the policy issues related to proposed legislative concepts.***

#### **May 20, Leadership Council Meeting**

- Review and discuss policy issues evaluated by the Ecosystem Coordination Board.
- Discuss possible strategies.
- Convene an educational/informative presentation on policy issues.

#### **June 8-9, Science Panel Meeting**

- Review and discuss key elements of the remaining policy issues prioritized by the Leadership Council.
- Communicate feedback to Leadership Council and Ecosystem Coordination Board.

#### **July 15, Ecosystem Coordination Board Meeting**

- Review and discuss key elements of the remaining policy issues prioritized by the Leadership Council.
- Communicate feedback to Leadership Council and Science Panel.

***Puget Sound Partnership staff compiles information from the Leadership Council, Ecosystem Coordination Board and Science Panel to develop DRAFT legislative package, which includes:***

- ***Concept papers***
- ***Fact Sheets***
- ***Draft bill language (z-draft)***
- ***Fiscal Notes***
- ***Stakeholders and partners***

#### **July 29-30, Leadership Council Meeting**

- Review and discuss the DRAFT legislative package.

#### **August 24, Science Panel**

- Review and make recommendations on the DRAFT legislative package.

### September 10, Ecosystem Coordination Board Meeting

- Review and make recommendations on the DRAFT legislative package.

### September 16-17, Leadership Council Meeting

- Discuss recommendations from the Ecosystem Coordination Board and Science Panel, and make a decision to forward a legislative package to the Governor.
- Formally endorse legislative policy goals; understanding the specific details will continue to be a work in progress.
- Issue formal policy statements to set framework for agency request legislation: *i.e. Puget Sound Partnership shall secure funding for storm water permits and project retrofits.*

***Puget Sound Partnership will submit the legislative package for agency request legislation and budget requests to the Office of the Governor and Office of Financial Management.***

***Puget Sound Partnership staff continues meeting with legislators, policy staff, tribal leaders and decision makers regarding legislative concepts. Tours are convened to convey the importance of the policy issues related to proposed legislative concepts.***

### October 12-13, Science Panel Meeting

- Legislative status update, as appropriate.

### October 21, Leadership Council

- Legislative status update, as appropriate.

### November 4, Ecosystem Coordination Board

- Legislative status update, as appropriate.

### November 18-19, Leadership Council

- Report back on legislation approved by the Governor.
- Formally endorse agency request legislation and support for other bills in the interest of protecting and restoring Puget Sound.

### December 2, Leadership Council Meeting

- Legislative status update, as appropriate.
- Begin looking at 2012 legislative priorities (and beyond to 2020)

### December 14-15, Science Panel Meeting

- Legislative status update, as appropriate.