

Electronic Resources

4:00pm

Electronic Resources

Jamie Schaub, Information Technology Manager

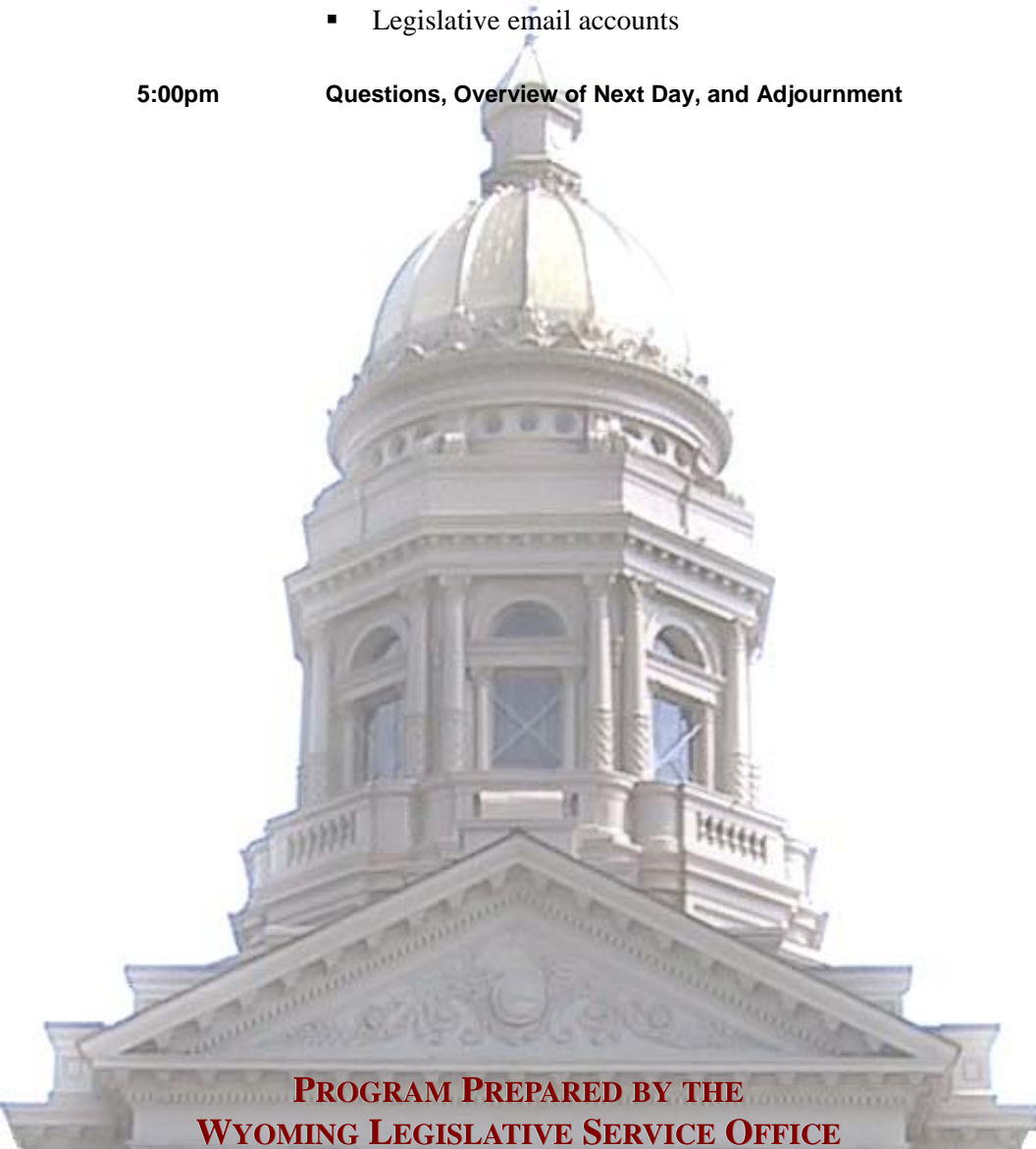
Randi Todd, Computer Programmer

Patty Wells, Technology Specialist

- Overview of legislative internet
- Overview of document database (Alchemy)
- Legislative email accounts

5:00pm

Questions, Overview of Next Day, and Adjournment



**PROGRAM PREPARED BY THE
WYOMING LEGISLATIVE SERVICE OFFICE**

Wyoming Legislature **NEW MEMBER ORIENTATION**



Orientation Session Two **RESOURCES TO HELP YOU and EXTERNAL RELATIONS**

Friday, December 10, 2010
House of Representatives Chambers
Wyoming State Capitol
Cheyenne, Wyoming

FRIDAY, DECEMBER 10, 2010

Overview of Previous Day

8:00am **Questions and Thoughts from Previous Day**
All Legislator Faculty

Promoting the Wyoming Legislature Externally

8:15am **The Legislative Branch: It Works!**
Dr. Alan Rosenthal, Eagleton Institute of Politics, Rutgers

Services Provided by the Legislative Service Office

9:15am **Legal Services**
Dave Gruver, Assistant Director for Legal Services

Fiscal Research Services
Bill Mai, Budget and Fiscal Manager

School Finance Services
Dave Nelson, School Finance Manager

Program Evaluation
Gerry Hoppmann, Program Evaluation Manager

General Research Services
Matt Sackett, General Research Manager

Computer Services
Jamie Schaub, Information Technology Section Manager

Public Outreach Services
Wendy Madsen, Legislative Information Officer

10:15am **Break**

- Take your portrait in Basement Conference Room
- Official legislative pins available for purchase

10:30am **Services Available from Interns and Aides**
Lavonda Kopsa, Intern Coordinator
Wendy Madsen, Legislative Information Officer

- Different types of interns and aides
- Types of duties appropriate for interns and aides
- Role of LSO in supervising interns and aides

10:45am **A Little Bit of Housekeeping**
Dan Pauli, LSO Director
Kathy Barrett, LSO Fiscal Officer
Cheryl Brown, LSO Executive Assistant

11:45am **Lunch**

- Freshman Class photograph
- Take your official portrait in the Basement Conference Room until 1:00 p.m.

Working with External Entities

1:15pm **Roundtable: Working With the Media**
Senator Tony Ross
Representative Patrick Goggles
Wendy Madsen, Legislative Information Officer
Joan Barron, Casper Star-Tribune
Robert Geha, KGWN News Channel 5
Amy Richards, Townsquare Media

2:00pm **Roundtable: Working With Lobbyists**
Senator Jim Anderson
Senator Marty Martin
Jody Levin, Capitol Club Officer
Mike Moser, Capitol Club Officer
Greg Schaefer, Capitol Club Officer

- Types of lobbyists
- The role and services of lobbyists
- Information about the Capitol Club

2:45pm **Break**

External Services and Resources

3:00pm **Services of the National Conference of State Legislatures**
Kae Warnock, National Conference of State Legislatures

3:30pm **Services Provided by Council of State Governments**
Rich Lindsey, Council of State Governments

3:45pm **Resources Available from the Wyoming State Library**
Chris Van Burgh, Wyoming State Library

- State documents
- Online resources through WYLD
- Research assistance available

