

**2021 Fire Chiefs Leadership  
Seminar**

**Wednesday  
Dec. 8, 2021**



Strengthening California Cities  
through Advocacy and Education

## **UNDERSTANDING THE LEGISLATIVE PROCESS**

**Derek Dolfie**  
Legislative Affairs, Lobbyist

### Agenda

- Three Types of Measures (Bills, Constitutional Amendments, and Resolutions)
- Overview of California's Legislative Process
- How to Read a Bill
- Tips on Writing Letters and Testifying in Committee
- Resources
- Legislative Update
- Questions

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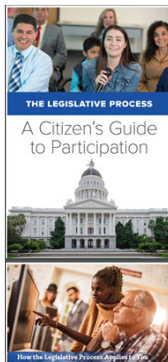


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## Glossary of Legislative Terms

These are the different types of measures that legislators can introduce in the Assembly or Senate.



- AB – Assembly Bill
- SB – Senate Bill
- ACA – Assembly Constitutional Amendment
- SCA – Senate Constitutional Amendment
- AJR – Assembly Joint Resolution
- SJR – Senate Joint Resolution
- ACR – Assembly Concurrent Resolution
- SCR – Senate Concurrent Resolution
- HR – House Resolution (Assembly)
- SR – Senate Resolution

## Glossary of Legislative Terms

- Bills (AB and SB)
  - A proposed law introduced in the Assembly or Senate and identified with a number. Can be majority or 2/3 vote. Requires Governor's signature
- Constitutional Amendments (ACA and SCA)
  - A resolution affecting the Constitution, adopted by the Legislature or presented by initiative, requiring an affirmative vote of the electorate to become effective. Needs 2/3 vote and does not require Governor's signature

## Glossary of Legislative Terms

- Joint Resolutions (AJR and SJR)
  - Expresses an opinion about an issue pertaining to the federal government; forwarded to Congress for its information. Requires the majority approval of both Assembly and Senate but does not require the signature of the Governor to take effect
- Concurrent Resolutions (ACR and SCR)
  - A measure introduced in one house which, if approved by majority vote, must be sent to the other house for approval. The Governor's signature is not required. These measures usually involve the business of the Legislature
- Resolutions (HR and SR)
  - An opinion expressed by one or both houses which does not have the force of law. Concurrent resolutions and joint resolutions are voted on by majority of both houses but does not require the Governor's signature

## Glossary of Legislative Terms

These are some commonly referred to legislative terms. There are many more!



- Legislative Session – period during which the Legislature meets:
  - Regular - the biennial session (2021-22) at which all classes of legislation may be considered;
  - Extraordinary - special session, called by and limited to matters specified by the Governor;
  - Daily - each day's meetings;
  - Joint – meeting of the two houses together.
- Two-Year Bill – A bill that has been held in a committee for the first year of a two-year session for further study and debate. Can be acted on to leave the house of origin in January of the second year of the two-year session.
- Spot Bill – A measure introduced without substance, to be amended later.
- House of Origin – The legislative house (Assembly or Senate) that the bill was introduced in.
- Second House – The other legislative house; not the legislative house where the bill was introduced.

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## Our State Legislature

In California, the legislative body is called the State Legislature and is divided into two houses (bicameral) - the State Assembly and the State Senate.

There are 40 members of the State Senate and 80 members of the State Assembly, for a total of 120 legislators.

Assembly Members are elected or re-elected every two years, and one-half of Senators are elected or re-elected every two years. Term limits apply.



## Our State Legislature

The Assembly has 33 standing committees, the Senate has 22. They range from agriculture to labor, public employment and retirement, and everything in between!

Both houses have budget subcommittees and a litany of special, select, joint and other committees.

Committees play a critical role in the fate of a bill and how it is analyzed.



# List of Assembly and Senate Standing Committees

**Assembly Committees**  
[Standing Committees](#) | [Sub-Committees](#) | [Select](#) | [More](#)

**Standing Committees**

- [Accountability and Administrative Review](#)
- [Aging and Long-Term Care](#)
- [Agriculture](#)
- [Appropriations](#)
- [Arts, Entertainment, Sports, Tourism, and Internet Media](#)
- [Banking and Finance](#)
- [Budget](#)
- [Business and Professions](#)
- [Communications and Conveyance](#)
- [Education](#)
- [Elections](#)
- [Emergency Management](#)
- [Environmental Safety and Toxic Materials](#)
- [Governmental Organization](#)
- [Health](#)
- [Higher Education](#)
- [Housing and Community Development](#)
- [Human Services](#)
- [Immigration](#)
- [Jobs, Economic Development, and the Economy](#)
- [Judiciary](#)
- [Labor and Employment](#)
- [Local Government](#)
- [Military and Veterans Affairs](#)
- [Natural Resources](#)
- [Privacy and Consumer Protection](#)
- [Public Employment and Retirement](#)
- [Public Safety](#)
- [Revenue and Taxation](#)
- [Rules](#)
- [Transportation](#)
- [Utilities and Energy](#)
- [Water, Parks, and Wildlife](#)

**Senate Standing Committees**

COMMITTEE	ROOM	PHONE
Agriculture (1020 N St.)	583	651-1508
Appropriations	2206	651-4101
Banking and Financial Institutions	405	651-4102
Budget and Fiscal Review	5019	651-4103
Business, Professions and Economic Development	2053	651-4104
Education	2083	651-4105
Elections and Constitutional Amendments	2203	651-4106
Energy, Utilities and Communications	4035	651-4107
Environmental Quality	2205	651-4108
Government and Finance	408	651-4119
Governmental Organization (1020 N St.)	584	651-1530
Health	2191	651-4111
Housing	2209	651-4121
Human Services (1020 N St.)	521	651-1524
Insurance	2195	651-4110
Judiciary	2187	651-4113
Labor Public Employment and Retirement (1020 N St.)	545	651-1556
Legislative Ethics (1020 N St.)	554	651-1507
Natural Resources and Water	5046	651-4116
Public Safety	2031	651-4118
Rules	400	651-4120
Transportation	2209	651-4121
Veterans Affairs (1020 N St.)	251	651-1503

Rooms are in the State Capitol unless otherwise indicated, and subject to change.

## Appropriations Committees

Both the Assembly and the Senate have Appropriations Committees, which if the bill has a fiscal impact or a state cost, it will be heard in either committees.

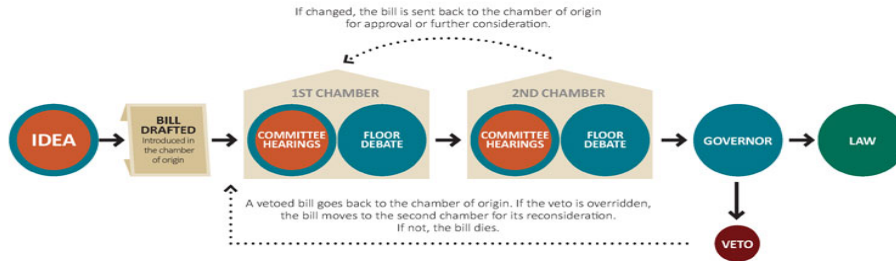
If the estimated cost of a bill exceeds \$50,000, the bill can be placed on the "Suspense File."

A vote-only Suspense Hearing will be held prior to the deadlines for fiscal committees to hear and report bills to the Assembly/Senate Floor. Bills will either move on to the Assembly/Senate Floor for further consideration or be in held in committee and under submission.



# How Does a Bill Become a Law in California?

## State Legislative Process



## Get Involved

The colors indicate how the public can affect legislation at different points in the legislative process above:

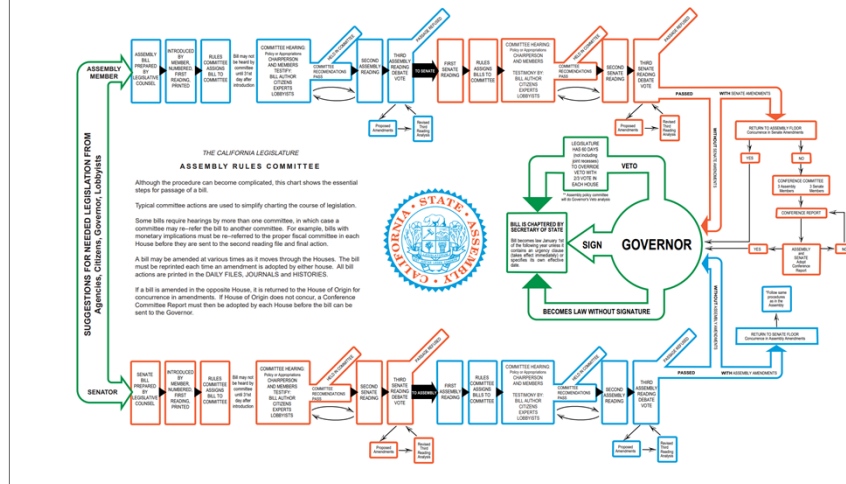
Ways to Contact Legislators	Legislature's website	Letters	Emails	Social media	Phone calls	Town halls	Face-to-face meeting
Ways to Participate	Learn the process	View livestream of hearing or floor session	Attend Committee hearing/floor session	Committee testimony	Contact your legislator		



# How Does a Bill Become a Law in California?

## THE LIFE CYCLE OF LEGISLATION

*From Idea into Law*

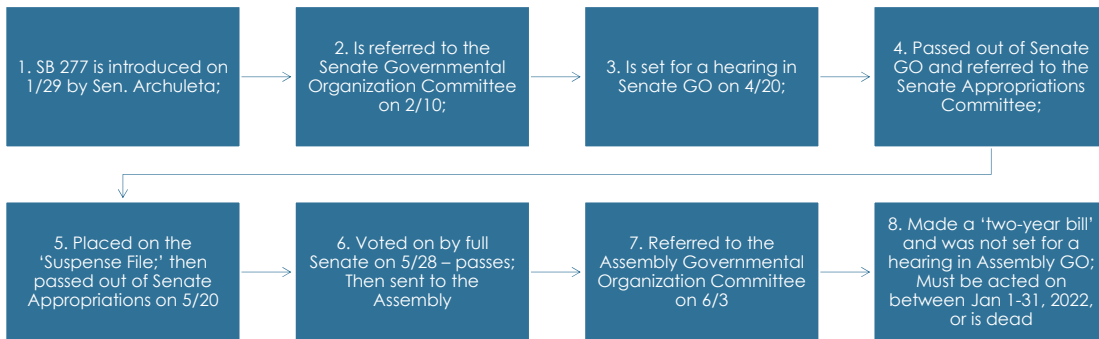


# How Does a Bill Become a Law in California?

**CAUTION: PROCESS IS SUBJECT TO CHANGE!**

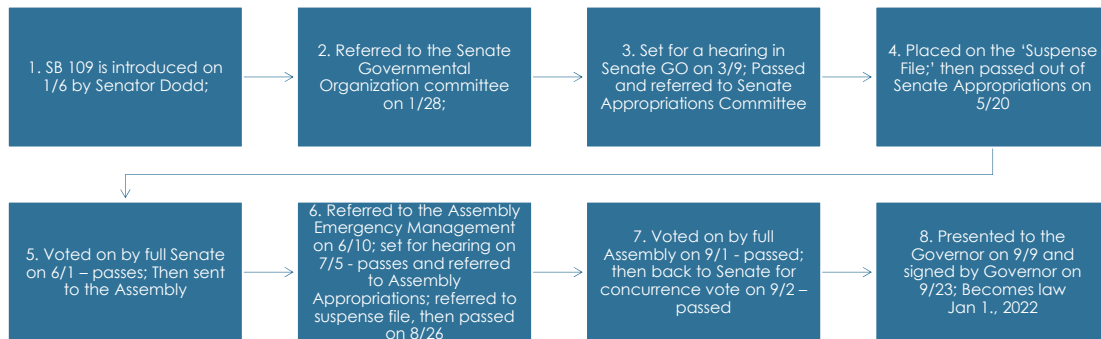


## 'Typical' Process for a Bill – SB 277 (Archuleta)





## 'Typical' Process for a Bill – SB 109 (Dodd)



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## How to Read a Bill

- Enacting Clause – At the start of the bill and says what code section is being affected or added, and regarding what.
- Legislative Digest – Summary of the bill prepared by the Legislative Counsel's Office. Gives an overview of relevant existing law and what changes the bill will make.
- Body or Bill Language – The actual language that adds, amends, or repeals the law. This is the language that will be codified. Strikeout language means words being deleted, and italic language means words being added.

### Sample Bill

Date bill last amended.  
 Bill Number  
 Principal Author, if there are cosponsors, their names would follow in alphabetical order.  
 Date bill introduced.  
 Descriptive title of the bill.  
 Indicates which code section the bill is amending or adding.  
 Legislative Counsel summary of the bill.  
 Strikeout indicates words being deleted; italicized wording indicates new portions of bill.  
 Simple majority vote bill, must be heard in fiscal committee.  
 Enacting clause.  
 Actual language that will be codified.

AMENDED IN ASSEMBLY JUNE 6, 2019  
 AMENDED IN SENATE APRIL 11, 2019  
 SENATE BILL \_\_\_\_\_ No. 971  
 Introduced by Senator Mark Johnsworth  
 March 3, 2019

An act to add Section 58889.1 to the Food and Agricultural Code, relating to agricultural marketing.

LEGISLATIVE COUNSEL'S DIGEST  
 SB 971, as amended, Johnsworth, California Marketing Act of 1937.  
 Existing law permits marketing orders, issued under the California Marketing Act of 1937, to contain provisions for the establishment of prescribed plans for research, advertising, and sales promotion of various agricultural commodities. With specified exceptions, plans to promote the sale of a commodity may not make reference to any private brand or trade name used by a handler of the commodity. This bill would permit a fruits, nuts or vegetables marketing order sales promotion plan to contain provisions to allocate funds to a handler to promote its private brand brands or trade name names.  
 Vote: majority. Appropriation: no. Fiscal committee: yes. State-mandated local program: no.

The people of the State of California do enact as follows:  
 SECTION 1. Section 58889.1 is added to the Food and Agricultural Code, to read:  
 3 58889.1 Notwithstanding Section 58889, any marketing order

## The Committee Analysis

- Summary – Briefly describes what the bill does.
- Background and Staff Comments – Includes relevant existing law, regulations, or court cases, and poses questions or concerns from the committee staff.
- Support and Opposition – Most committee analyses list the support and opposition to a bill. You must send in a formal position letter in advance of the committee to be listed in the analysis.

### SENATE COMMITTEE ON EDUCATION Jane Doe, Chair 2019-2020 Regular Session

BILL NO: SB 1222  
 AUTHOR: Smith  
 INTRODUCED: February 20, 2019  
 FISCAL COMM: Yes  
 URGENCY: No  
 HEARING DATE: March 26, 2019  
 CONSULTANT: Mary Jones

**SUBJECT:** After-school programs.

#### SUMMARY

This bill establishes new minimum grants and requires grantees to report evidence of quality improvement, and to submit social, behavioral, or skill development outcomes.

#### BACKGROUND

##### State-funded after-school programs

Current law establishes the After-School Education Program consisting of before and after school academic enrichment. Each school that establishes a program is eligible to receive a 3-year grant.

#### STAFF COMMENTS

1) Minimum grant. This bill establishes a new minimum grant amount to assist small programs with low attendance to generate funding sufficient to operate.

#### SUPPORT

After School Coalition  
 Alameda County Superintendent of Schools  
 Boys & Girls Club of North San Mateo County  
 California Alliance of Boys & Girls Clubs  
 California Library Association

#### OPPOSITION

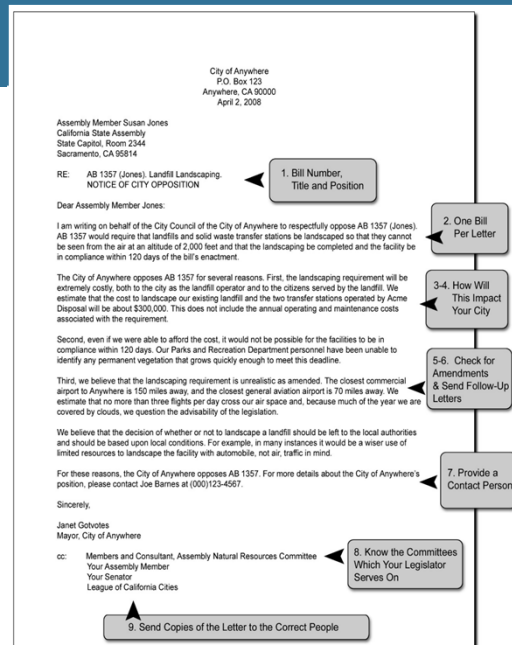
None on file.

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## Sample Position Letter

1. Include the bill number, title, and your position in the subject line
2. One bill per letter
3. State the facts
4. Think about the message
5. Check for amendments
6. Send follow-up letters to appropriate committees as a bill Moves Along
7. Provide a contact
8. Know the committees on which your legislator serves
9. Copy the correct people
10. Submit your letter to the California Legislative Position Letter Portal



## 10 Tips for Cities Lobbying the California Legislature

1. Become engaged in the state level political process by appointing a legislative liaison within your city to track key legislation and work with your regional public affairs manager. Visit the Cal Cities regional division webpage to locate contact information for your regional public affairs manager.
2. Use Cal Cities as a resource. Visit the Cal Cities advocacy page to access Cal Cities priority bills, city sample support and opposition letters, legislative contacts, and use our online bill search feature to track bills' progress.
3. Read and subscribe to the Cal Cities Advocate, Cal Cities' online newsletter, to stay current on important legislation and stories.
4. Develop relationships with your Senate and Assembly representatives as well as their Capitol and district office staff. Make sure to look up who your local state elected official is.
5. Get to know members of your local press and educate them on legislative issues affecting your city.

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## 10 Tips for Cities Lobbying the California Legislature

6. Understand how state decisions impact your city's budget by attending Cal Cities educational conferences, policy committee meetings, and regional division events.
7. Build networks and collaborate with other stakeholders, such as non-profits, businesses, or your county, in your community on key legislative issues.
8. Organize an internal process within your city for developing and proposing changes to both state and federal laws that will help your city.
9. Adopt local policies on legislation that enable your city to react quickly to the legislative process and respond to Cal Cities action alerts.
10. Write letters on legislation featured in the Cal Cities Advocate. City sample support and opposition letters can be found using the Cal Cities bill search feature and entering the bill number or bill author.

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## Testimony Tips

- Be prepared
- Be flexible
- Be concise
- Be polite and respectful
- Speak to the facts and how the bill will affect your community/job responsibilities
- Be prepared to answer questions about your testimony
- Communicate with author's office and Cal Cities staff



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## Helpful Legislative Resources

- California Legislative Information
  - <https://leginfo.legislature.ca.gov/>
- California Legislature – Position Letter Portal
  - <https://calegislation.lc.ca.gov/Advocates/faces/index.xhtml>
- The Legislative Analyst's Office
  - <https://lao.ca.gov/>
- Office of Governor Gavin Newsom
  - <https://www.gov.ca.gov/>

## Helpful Legislative Resources

- |  |  |
|--|--|
| <ul style="list-style-type: none"><li>• Assembly:<ul style="list-style-type: none"><li>▪ Daily File:<br/><a href="https://www.assembly.ca.gov/dailyfile">https://www.assembly.ca.gov/dailyfile</a></li><li>▪ Legislative Deadlines:<br/><a href="https://www.assembly.ca.gov/legislativedeadlines">https://www.assembly.ca.gov/legislativedeadlines</a></li><li>▪ Office of the Chief Clerk:<br/><a href="https://clerk.assembly.ca.gov/content/process">https://clerk.assembly.ca.gov/content/process</a></li></ul></li></ul> | <ul style="list-style-type: none"><li>• Senate:<ul style="list-style-type: none"><li>▪ Daily File:<br/><a href="https://www.senate.ca.gov/calendar">https://www.senate.ca.gov/calendar</a></li><li>▪ Media Archive:<br/><a href="https://www.senate.ca.gov/media-archive">https://www.senate.ca.gov/media-archive</a></li><li>▪ Office of Secretary of the Senate:<br/><a href="https://secretary.senate.ca.gov/home">https://secretary.senate.ca.gov/home</a></li></ul></li></ul> |
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## Legislative Update

### **Russ Noack**

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### **Derek Dolfie**

Lobbyist, Legislative  
Affairs,  
Environmental Quality;  
and Community Services  
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# 2022 Cal Cities Action Agenda

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Secure funding to increase the supply and affordability of housing and reform state housing laws to retain local authority.

Secure adequate and sustainable funding for cities to increase construction of housing at all income levels, particularly affordable housing and workforce housing. Reform state housing laws to ensure cities retain local decision-making to meet the needs of their communities.

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## Secure increased funding and resources to prevent homelessness and assist individuals experiencing homelessness.

Secure additional ongoing, flexible resources to provide navigation assistance, emergency shelters, and permanent supportive housing. Enhance city and county coordination and strengthen partnerships with stakeholders to ensure adequate wraparound services are available for adults and youth at risk of, or already experiencing, homelessness in our communities, and effectively address mental health and substance use disorders.

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## Attain investments to strengthen and sustain critical infrastructure.

Advocate for policies that strengthen the conditions of local streets, highways, bridges, public transit, and broadband to improve workforce and economic development. Secure support for the modernization and expansion of the statewide water grid, including infrastructure, storage, and conveyance. Work with stakeholders to provide cities with access to the tools needed to ensure projects are delivered efficiently and cost-effectively to meet current and future needs.

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## Strengthen disaster preparedness, resiliency, and recovery from climate change impacts through improved collaboration and resources.

Secure additional resources and support to mitigate the effects of climate change, including catastrophic wildfires, drought, and sea level rise. Promote collaboration with other city, state, and federal governments, to strengthen disaster preparedness, resiliency, and recovery.

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# QUESTIONS?



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# THANK YOU!

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