



*"Serving Western Legislatures"*

**Western Legislative Service Agency and Research Directors Committee  
Fall Training Seminar, September 20-22, 2015  
Rohnert Park, California**

Chair: **Charlotte Carter-Yamauchi**  
Acting Director, Hawaii Legislative Reference Bureau

Vice Chair: **Mark Quiner**  
Former Assistant Director, Wyoming Legislative Service Office

**AGENDA (as of 09.10.15)**

**Sunday, September 20**

Check in 3:00 p.m.      Check in at The DoubleTree by Hilton Sonoma  
One Doubletree Drive  
Rohnert Park, California 94928  
707-584-5466  
[Hotel Website](#)

6:30 – 8:30 p.m.      **Welcome Gathering**  
Hosted by CSG West  
*Location: The DoubleTree Hotel, Upper Patio*  
Hors d' Oeuvres and beverages will be served.

**Monday, September 21**

8:00 – 8:30 a.m.      **Breakfast at The DoubleTree Hotel**  
*Location: Sonoma/ Santa Rosa Rooms*

8:30 – 8:45 a.m.      **Welcome and Introductions**

- Charlotte Carter-Yamauchi  
Chair, LSA/RD Committee  
Acting Director, Hawaii Legislative Reference Bureau

**Monday, September 21 (Continued)**

- **Mark Quiner**  
Vice Chair, LSA/RD Committee  
Former Assistant Director, Wyoming Legislative Service Office

8:45 – 9:45 a.m.

**State Legislative Structures**

This session will look at the different legislative processes in the Western states, focusing on staff structures, committee processes, interim activities, partisan and nonpartisan staff issues, and working with leadership.

Discussion Leads:

- **Raul Burciaga,**  
Director, New Mexico Legislative Council Service
- **Diane Boyer-Vine**  
Legislative Counsel, California Office of Legislative Counsel  
**Fred Messerer**  
Principal Deputy Legislative Counsel, Legislative Counsel Bureau, California
- **Shawn Nakama,**  
Assistant Director, Research Division  
Hawaii Legislative Reference Bureau

10:00 – 11:15 a.m.

**Role of Nonpartisan Staff**

Increasing polarization trends are challenging for nonpartisan staff. This session will provide background and history on what it is to be nonpartisan and examples of roles, challenges, trends, and ideas for how to deal with staff. The presentation will be food for thought for a robust discussion for all to interact and share examples from their states.

Discussion Leads:

- **Rick Combs**  
Director, Nevada Legislative Counsel Bureau
- **Rick Berkobien**  
Manager, Committee Services Oregon Legislative Administration
- **Susan Fox**  
Executive Director, Montana Legislative Services Division

**Monday, September 21 (Continued)**

11:30 – 12:30 p.m.

**Andy Karellas, Director of Federal Affairs - Understanding and Navigating the Federal Government**

The relationship and role between the federal government and states is naturally complex and intertwined. From federal fiscal funds to executive orders, the federal government plays an important role in state and local government. This session will discuss some of the key actions in Washington, DC and how state leaders can stay active and current on issues

12:30 – 1:45 p.m.

**Working Lunch at The DoubleTree Hotel**

*Location: Bacchus Patio*

Report Topics (1 per state- 5 minute maximum):

- Significant issues of the 2015 legislative session
- State economic and fiscal outlook
- Challenges ahead

CSG West overview

2:00 – 5:30 p.m.

**Larry Johnson – Creating an Insanely Positive Culture to Motivate Staff and Increase Accountability**

Year after year, companies like Google, Wegman's Food Markets, and USAA Insurance are listed in Fortune Magazine's 100 Best Companies To Work For. How do they do it? It's more than onsite health centers and free gourmet cafeterias. Learn their secrets in this fast paced, humor packed presentation.

6:15 p.m.

Meet in the Lobby of The DoubleTree Hotel for Shuttle to Downtown Santa Rosa

6:30 – 9:00 p.m.

**Reception and Dinner Hosted by Thomson Reuters**

*Location: La Rosa Tequileria & Grille  
500 4<sup>th</sup> Street  
Santa Rosa, CA 95401*

**Tuesday, September 22**

8:00 – 8:30 a.m.

**Breakfast at The DoubleTree Hotel**

*Location: Sonoma/ Santa Rosa Rooms*

**Tuesday, September 22 (Continued)**

8:30 – 11:00 a.m.

**Larry & Meagan Johnson – Grab a Generational Jump-Start!**

When one generation is not enough, Meagan & Larry bring you two generational perspectives! Based on their bestselling book *Generations Inc.*, Meagan and her Baby Boomer dad Larry present the generational differences and solutions from both sides of the generational coin. Do not miss this opportunity to witness two generations Duke It Out!

11:00 – 12:00 p.m.

**Facilitated Discussion by Trainers**

12:00 – 1:00 p.m.

**Working Lunch / Business Meeting (*Committee Members Required*)**

*Location: Bacchus Patio*

- Vice Chair election
- Selection of venue and date of next LSA/RD Meeting
- Topics for next meeting

1:10 – 2:45 p.m.

**Ethics Presentation and Discussion**

The topic of ethics in legislatures is in the news daily, and not usually in a positive way. It is important to think about the values that guide your life and your profession, as well as your staff. In this session, we will explore the topic of ethics and include several real life case studies.

Discussion Leads:

- **Mark Quiner**  
Vice Chair, LSA/RD Committee  
Former Assistant Director, Wyoming Legislative Service Office

Case Studies Presented By:

- **Raul Burciaga**  
Director, New Mexico Legislative Council Service
- **Fred Messerer**  
Principal Deputy Legislative Counsel, Legislative Counsel Bureau, California

2:45 – 3:00 p.m.

Break

## **Tuesday, September 22 (Continued)**

3:00 – 4:30 p.m.

### **Succession Planning**

This session will address best practices related to succession planning. Discussion points will include how to identify candidates, creating a plan for their development, and managing a successful transition.

#### **Discussion Leads:**

- **Pam Varni**  
Executive Director, Alaska Legislative Affairs Agency
- **Eric Milstead**  
Director, Idaho Legislative Services
- **Mike Christensen**  
Director, Office of Legislative Research & General Counsel

4:30 p.m.

Evaluations

4:45 p.m.

### **Meeting Adjourn**

6:00 – 6:30 p.m.

Meet in the Lobby of The DoubleTree Hotel for bus transfer to dinner.

6:30 – 9:30 p.m.

### **Reception and Dinner Hosted by LexisNexis**

Location: Paradise Ridge Winery  
4545 Thomas Lake Harris Drive  
Santa Rosa, CA 95403

## **Wednesday, September 23**

11:00 a.m.

Depart for Wednesday optional activity

*Pre-registration is required for tour*

12:00 p.m.

Check out of hotel

4:00 p.m.

Return to hotel from optional activity