

Welcome to the Montana Legislature
2012 New Legislator Orientation

(All sessions are in the State Capitol)

WEDNESDAY, NOVEMBER 14, 2012
Capitol Building, Helena

Time	Event	Locations - tent.
8:00 a.m.	Hosted breakfast	3rd Floor, Fan Window
10 a.m.	Senate and House caucuses	1st (2) and 3rd (2) floors
1 p.m.	Welcome Legislative Agencies Introduction - Directors <ul style="list-style-type: none">• Welcome, who is conducting training, role of staff, what to expect: mentor teams Government 101	House chambers
1:30 p.m.	Introduction and Plenary session: <ul style="list-style-type: none">• Pay and Benefits	House chambers
3:15 p.m.	Break	3rd Floor Snack Bar
3:30 p.m.	Computer IT Services Intro - Support, Security, and IT Allowance	House chambers
4:15 p.m.- 5:00 p.m.	Mentor Teams - Discussion on division roles - Who we are? How can we help you?	Home Rooms - 7 on first floor
5:30 p.m.	Dinner (and photos)	Gateway Center

THURSDAY, NOVEMBER 15, 2012

Time	Event	Location
6:30 - 8:30 a.m.	Health Screening/Flu Shots	Room 165 (Legislative Audit Division Conference Room)
7:30 - 8:30 a.m.	Breakfast	3rd Floor Snack Bar
8:30 - 10:30 a.m.	Introduction/Morning sessions (2): each session approximately 1 hour; participants attend both with presenters rotating. Questions in mentoring groups. (catch-up photos) • Bill Drafting (and Mechanics) (1 hour) • Rules, Decorum, Civility (1 hour)	Room 317 - classroom style/ Room 303
10:30 a.m.	Break	3rd Floor Snack Bar
10:45 - 12:00 p.m.	Mentor Teams - Meet with Mentors in small groups - staff agencies and follow-up on morning sessions (LSD, bill draft requesting, mechanics, and rules, ethics, and decorum)	1st floor Home Rooms
12:00 - 1:00 p.m.	Lunch	Rotunda
1:00 - 2:00 p.m.	Introduction to "Committees" - session, interim, decorum, committee video	House chamber
2:00 - 3:00 p.m.	Mentor Teams - describe role of committees and public participation (1,2,3, types of policies or agencies, help fill out committee preference forms)	1st floor Home Rooms
3:00 - 3:30 p.m.	Break	3rd Floor Snack Bar
3:30 - 5:00 p.m.	General Budget Overview • Staff • Resources	House chambers5
5:00 - 6:30 p.m.	Reception	Montana Historical Society

FRIDAY, NOVEMBER 16, 2012

Time	Event	Location
7:30 - 8:00 a.m.	Breakfast	3rd Floor Snack Bar
8:00 a.m.	Senate, House Facilities and Staff (Plenary)	House Chamber
8:30 a.m.	Public Access & Media Relations	House Chamber
9:30 a.m.	Short break (with H/S staff and media)	House anteroom
9:45 a.m.	Improve Your Communications → Improve Your Impact -- Bill Graham -- Courtesy of CSG-West Westrain Speaker Bureau	House Chamber
11:45 a.m.	Meet in caucuses to discuss bill requests, leadership direction	1st (2) and 3rd (2) floors
12:00 noon	Adjourn	
1 to 3 p.m.	Leadership Orientation	TBD

**New Legislator Orientation is sponsored by the
Montana Legislative Council**

A special thanks to all the staff of the Montana Legislative Branch
that helped to put this event together.

- On **Tuesday, November 13, 2012:**

PEW Research will conduct an information session on Pensions in Montana:

Room 317 - Session will be broadcast on TVMT and audio and videostreamed from our website.

- On **Thursday, November 15, 2012:**

- from 4:30 to 6:30 p.m., the Montana Historical Society will hold a reception for you and your spouses after the training.
- at 6:30 p.m. the Districting and Apportionment Commission is tentatively planning on holding a public hearing on the pairing of house districts into senate districts and the assignment of holdover districts for the new legislative district plan that will be presented to the 2013 Legislature.