

Working with Congress

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Director

Office of Legislative Affairs

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Office of Legislative Affairs

Who are we?

What do we do?

How bills become law?

Where do you fit in?

NOAA's Office of Legislative Affairs

Debbie Larson- Director

Brook Davis- Deputy Director

Howard Marks- Special Assistant



Legislative Affairs Specialists:

Georgia McCarroll & Neal O'Hara

NOAA's Office of Legislative Affairs



Congressional Affairs Specialists:

Oceans Team

Andrew Larkin, April Roberts & Diana Martinez-Fonts

Atmospheric Team

Scott Carter & Craig Montesano

Fisheries Team

Heath Heikkila, Stew Harris, Larissa Nojek & Mike Francisco

Office of Legislative Affairs:

NOAA Office of Legislative Affairs (OLA) is the official liaison between the agency and the United States Congress. The office communicates Administration views to Congress and is pro-active in notifying Congress of important NOAA developments. Conversely, the office keeps senior NOAA management officials informed of critical Congressional information. The office shapes the NOAA Legislative Agenda and develops an action plan to ensure effective implementation.

Office of Legislative Affairs carries out its mission through:

Identifying and tracking all legislation of interest to NOAA, keeping the Office of the Under Secretary and Assistant Administrators informed

Coordinating and communicating NOAA's positions on proposed pending legislation through views letters and Congressional testimony.

Office of Legislative Affairs carries out its mission through:

Being responsive and timely to Congressional inquiries including questions for the record

Managing every aspect of NOAA's participation in Congressional Hearings

Coordinating with NOAA's Budget Office on communicating a clear, concise and consistent message to Congress regarding budget issues

What do Congressional Affairs Specialists do?

Specialists are the “eyes and ears” of the Agency on Capitol Hill

They must effectively communicate and articulate the Administration’s views to advance NOAA’s legislative agenda

What do Congressional Affairs Specialists do?

They gather accurate and timely information from the Hill and communicate it ASAP to the appropriate people in NOAA

They establish and maintain good relationships with Committee and personal staff

They are responsible for preparing NOAA leadership for hearings and covering mark-ups

What do Congressional Affairs Specialists do?

Congressional Affairs Specialists initiate meetings and briefings between NOAA leadership and Program Managers and the Hill (Members, Personal Staff or Committee Staff)

Specialists are constantly responding to questions from Hill staff pertaining to NOAA programs and issues.

What do Congressional Affairs Specialists do?

Congressional Affairs Specialists work with the line offices and program offices to look for opportunities to demonstrate the capabilities of the agency by planning educational visits for Members and staff for a hands-on NOAA experience

NOAA's Connection to Congress:

All 535 Members of Congress are impacted by NOAA

Congress is organized into two chambers: U.S. House of Representatives and the U.S. Senate



Every NOAA facility and office in this country is located in a Congressional district and has at least one Representative and two Senators

How a Bill Becomes Law

HR001 Introduced
in the House



Referred to House
Committee



Referred to House
Subcommittee



Reported by Full
Committee



Rules Committee
Action



Floor Action

**Similar Proposals
Introduced in
Both Houses**



S 002 Introduced in
the Senate



Referred to Senate
Committee



Referred to
Subcommittee



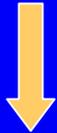
Reported by Full
Committee



Floor Action

How a Bill Becomes Law

House Floor Action



House Debate, Vote on Passage

Senate Floor Action



Senate Debate, Vote on Passage



Conference



White House

Veto



Public Law #

Where you fit in:

Whether you are providing information to respond to a constituent letter or visiting Congressional staff, you are supporting the NOAA mission

Providing accurate information and educating Congress keeps communication lines open and builds Congressional support

Working effectively with Congress

Avoid using acronyms or NOAA jargon

Always be as clear and concise as possible

Be responsive and timely to Congressional requests through OLA

Tone in NOAA's response is important

Know your issue, be prepared

Be brief and stay on message

Do not argue with staff

Don't exaggerate or misrepresent the truth

Working effectively with Congress

Be prepared to meet with a Member of Congress,
don't be disappointed to meet with staff

If you don't know the answer to a question, tell
them you will get back to them ASAP

You want to be remembered as a reliable source,
you want to be trusted

Refrain from asking for support of programs or
requests for views on legislative issues
outside of the Administration's position and
budget