



GOVERNMENT AFFAIRS

BILL REVIEW PROCESS

Revised and Approved by CPA Council, October 2001

A. Standard Procedure for non-emergency situations:

1. Staff reads all bills and screens those CPA may wish to follow.
2. Where a bill is on a subject where federal activity or activity in other states is likely to be occurring, staff to contact APA to find out what is happening nationally.
3. Staff refers bills, the referral form will sometimes have a recommended position, and will have a required response date.
4. If responses from bill readers all agree, the item will be placed on the consent calendar. If they do not agree, the bill will be placed on the agenda of the Government Affairs committee for discussion, and the GA committee will adopt positions on all bills which it determines do not require council or executive committee action. The GA committee will refer to Council (or Executive Committee if Council is not meeting within 2 weeks) any measures which are sufficiently controversial or which require direction on a significant policy issue not previously decided by the Council.

B. Emergency Procedure:

NOTE: This emergency procedure is to be used when a position must be taken on a bill, or, in many cases, amendments to a bill which substantially change the bill, and relevant legislative deadlines are such that CPA must take a position prior to the next meeting of the Government Affairs Committee.

In emergency situations, staff and the chair of the Government Affairs Committee will FAX or E-mail the bill (or a summary if the bill is too long to FAX, or a statement of the issue when it is a policy decision that doesn't require staff to supply the actual bill language) to the members of the Government Affairs Committee [and Executive Committee] [and Council members]. In appropriate situations, the FAX will also be sent for comment to bill readers from the relevant standing committee. The transmittal memorandum will have a recommended position, the reason for that recommended position, and the date by which committee members must respond to concur or not concur, or to supply further information which will support the recommended position. If a committee member does not respond, that will be deemed concurrence in the recommendation. If there is a substantial difference of opinion, a conference call of the Executive Committee and appropriate representatives of the Government Affairs Committee will be held.