



Welcome to VAHPC 2020 Advocacy Day at the Virginia General Assembly February 13, 2020

A primer for making the day a success

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What we hope to achieve by our presence

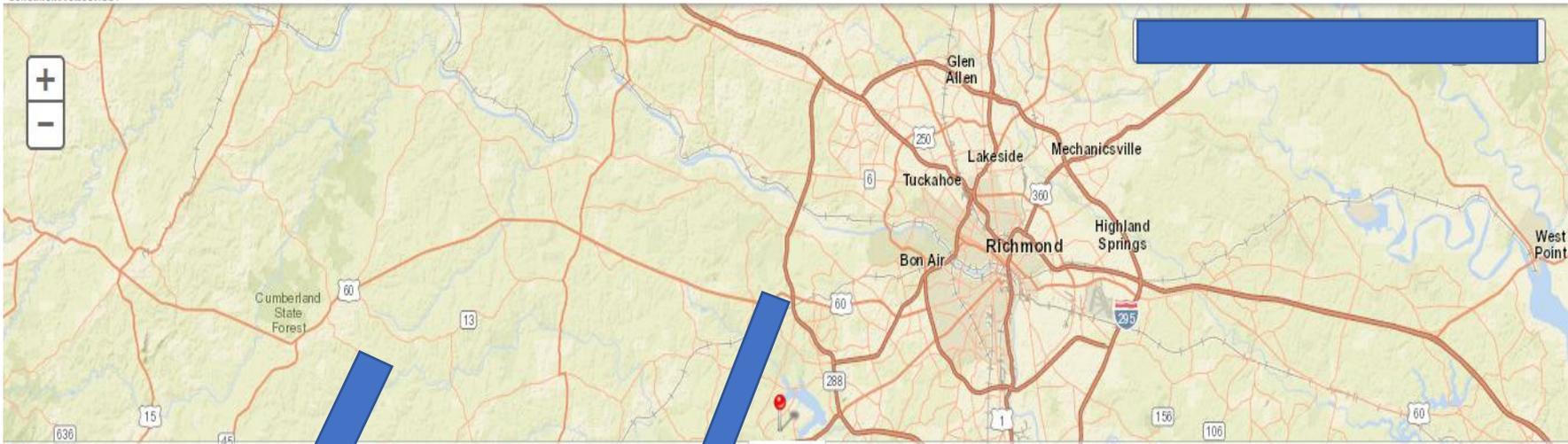
- Increased visibility among Virginia's legislators and their aides
- Better understanding by legislators and aides of the work we do and how we help our clients
- Communication to them about our issues of importance
- Beginning (or continuation) of an ongoing relationship with legislators

What can I do to prepare for VAHPC Legislative Day?

- Make an appointment with your **delegate** and **senator**.
 - [Click here](#) if you do not know who they are and also for information on them and their contact info.
 - Call for your appointment. Use their **capitol telephone number** when making your appointments (the number is found on the legislators' webpages on the [General Assembly](#) website. If you cannot reach them by phone, email them using their **General Assembly email addresses**.
 - If several of you from the same region are planning to attend, coordinate your visits so that all of you visit your legislators at the same time. Power in numbers!
- Know the issues that VAHPC is working on.
- Read through the one-pager “leave behind” that we’ll be using. Think of a story to tell about how you have helped patients and families making transitions. Your job is to better understand hospice services.



Who's My Legislator



State Delegate

R. Lee Ware
District: 65
Party: R
Capitol Phone: (804) 698-1065
District Phone: (804) 598-6696
email | more info

Click to view boundaries

State Senator

Glen H. Sturtevant Jr.
District: 10
Party: R
Capitol Phone: (804) 698-7510
District Phone: (804) 601-4046
email | more info

Click to view boundaries

U.S. Congress

Dave Brat
District: 7
Party: R
more info

Click to view boundaries

U.S. Senator

Mark R. Warner
Party: D
more info

Click to view boundaries

Where do we begin our day?

- Parking is available under the SunTrust Building as well as other nearby garages.
- **We'll meet at 9:30 a.m.**
- We'll hold a briefing session in the cafeteria on the third floor of the SunTrust building at S. 10th and E Main (it's directly across the street from the Pocahontas Building that houses the offices of the General Assembly members).

Where is the Pocahontas Building?

- ▶ At the corner of E Main and N 10th Streets (900 E Main Street).
- ▶ The entrance to the “Poca” Building is on the E Main Street side of the building.
- ▶ You will need to go through Security (like the airport) when entering the Building.
- ▶ Ask the security guards for the elevator bank to take to your senator or delegate’s offices (ask by number and include E or W).

What to expect at the Pocahontas Building

- Chaos (many people wandering the halls doing the same thing we are doing)
- Last minute schedule changes (even if you make an appointment, it may need to be changed)
- Getting lost (although there is fairly adequate signage, sometimes it's hard to find)
- Lots of walking. Wear comfortable shoes.
- An exercise in participative democracy!

What will happen during the morning?

- **9:30 – 9:50:** Briefing at the cafeteria, third floor, SunTrust Building
- **10:00-11:15:** Meet with legislators, attend committee meetings, walk around, get lost, get found, return to the cafeteria for refuge.
- **11:15-11:30:** Debriefing at the SunTrust cafeteria.
- The General Assembly holds its daily session at noon in the Capitol, and the session is open to the public, if you wish to go.

When I get to the legislator's office, what is the protocol?

- Look for the administrative assistant for your legislator and announce who you are and that you have an appointment.
- Understand that you may not see the legislator him/herself because of schedule conflicts. The aide is well-versed and will report back to the legislator.
- Offer your business card if you have one.
- Follow the assistant's instructions. Be kind and courteous (there are lots of people doing the same thing you are doing).

What is the protocol for meeting with the legislator?

- Be on time. If you are going to be late, call the office (make sure you have their capitol number) and offer apologies. Try not to be late.
- Be courteous and polite.
- Deliver your message and ask for the support of your legislator.
- Listen to what is said and ask questions.
- Thank them for their time.
- Offer yourself as a contact person for hospice issues in the district.

What should you do after the meeting?

- **Write a personal letter of thanks when you get home. (very important). Emails are good; handwritten letters are even better.**
- If you learn something that you believe the VAHPC lobbyist should know, email Becky at becky@B2Lconsulting.com with the information.



Thank you for participating
in VAHPC Advocacy Day!!