

**Hartford Scholar Policy Leadership Institute
Orientation Call for Scholars
Monday, September 12, 2011
3 pm (EDT)**

NOTES

Institute Leadership team:

Brian Lindberg, Public Policy Advisor

Laurie Lindberg, Consultant

Pat Archbold, Building Academic Geriatric Nursing Capacity

Penny Roberts, Building Academic Geriatric Nursing Capacity

Linda Harootyan, Geriatric Social Work Initiative

Julia Meashey, Geriatric Social Work Initiative

Agenda

1. Introduction of the leadership team (Julia)
2. Welcome & comments re: geriatric nurse program (Pat)
3. Logistics; intended outcomes (Julia)
5. Institute Overview and Hill visits (Brian)
6. Questions from scholars

Welcome remarks & introduction of “the team” (Julia)

Welcome remarks from HGNI (Pat Archbold)

Institute Logistics (Julia)

- The bulk of the e-mail correspondence regarding logistics has already gone out. Be sure to refer to the Institute webpage for the information on upcoming deadlines, and to access materials for pre & post Institute work.

Intended Outcomes

- Stronger understanding of the connections between research, academic, practice, and policy arenas.
- Recognition of the value of building relationships with congressional staff/elected officials before you need them.
- Enhanced understanding of the full extent of public policy opportunities.
- Development of practical advocacy skills, including communicating with policy makers, media, allies, etc., building coalitions, and developing rapport with staff/elected officials.

- Ideas for future growth and learning opportunities for individuals and for the Hartford Scholars Program.
- In other words, the program will focus on the skills needed to make public policy a part of your academic life.

Institute Overview & Hill Visits (Brian)

Institute Overview

Pre-institute Preparation

- Orientation/materials/setting up hill appt's; background research on legislators interests (and how they mesh with yours)

Wednesday, 10/19 Receive Materials
Reception and Dinner

Thursday, 10/20 Meeting Format/Schedule
Speakers

Friday, 10/21 On Capitol Hill

Policy Institute Overview

- To give you a flavor for DC, we will start out the institute with dinner at a well-known Capitol Hill restaurant. A speaker will offer his insights on what happened in Congress this year and what might happen in aging policy the next year.
- The next morning, we will start with a speaker who will inspire us to make policy advocacy a bigger part of our otherwise full schedules.
- Then we will do an interactive session to help us frame our complex research topics into more usable messages for everything from cocktail parties to meetings on Capitol Hill.
- We'll spend some time talking about giving testimony and how to get comfortable with meeting with Congress and their staff. And we'll have a practice session.
- In between all of that, you'll hear from colleagues who have already done policy advocacy and have survived.
- The last day, we will be up on the Hill with a briefing on how Congress really works and then off to our own meetings with congressional staff or Members of Congress.

Your Hill Visits

- The speeches and workshops during the institute will help to prepare you for one of the most important and rewarding activities of the institute - your visit to Capitol Hill, which will take place on Friday, 21st.
- You will receive an e-mail regarding setting up meetings with the staff of the U.S. Senators and member of the House of Representatives from your university's district and/or your home district in order to introduce yourself and your work.
- Please remember that this is not a high-pressure meeting, but just a chance to introduce yourself and your work to the people who represent you in Congress (or their staff), and to offer yourself as a resource in the future.
- **Now is a great time to set up these Hill appointments.** They should be scheduled at least a couple of weeks *before* you arrive in D.C.!
- Today's call is to give you a chance to discuss this with us and to ask any questions that you may have regarding the Policy Leadership Institute or the Capitol Hill visits.
- Also, if it makes sense to team up on visits, we should do that today if possible.
- Brian's phone number: 202-789-3606. Please feel free to call if you have any questions or need technical assistance.

Questions/Answers

How many meetings usually take place during the time slot on Friday?

It depends on a couple of factors (i.e. if you can arrange to meet with everyone you would like to meet with). We suggest you meet with both of your Senators and your House Rep. That should be 3 meetings, but it could be different if the congressional district you live in is different from the one you work in. It is possible that there may be a congressional member from where you live that is on an important committee (if so, you might want to arrange a meeting). If you work in one state, but live in another, then you have a whole new set of possibilities. If your meetings are 15-30 minutes long then you could get a lot of meetings in that day if you can arrange it appropriately. Sometimes meetings are less than the amount of time you have scheduled, and sometimes they go on and on (an hour or more). If you have a great meeting that is going on too long, the

staffers will understand if you need to leave (for another appointment) and you can always follow-up later.

Has anyone ever met with Congressional Members or staff before?

One scholar, Noell Rowan, has met with local congressional staff at home in Kentucky.

What time does the Institute programming end on Friday?

The final meeting of the Institute will be held on Friday from 4-5 pm back at the Marriott Metro Center.

Additional Questions:

If you have additional questions about the Hill visits or the Institute programming, please contact Brian Lindberg at 202-789-3606 or brian@consumers.org.

If you have questions about logistics (travel, hotel, etc.), please contact Julia Meashey at jmeashey@geron.org or 202-587-2837.