



CONVENTION *of* STATES ACTION

TEXAS

DRAFT CHARTER

Legislative Action Coalition Leadership Team

PURPOSE

To ensure that the Texas state legislative agenda, the Bills that are passed, and the Legislators themselves are in alignment with COS Principles.

FOCUS

Strategies and implementation using trained Coalition Volunteer Activists (VAs) to drive COS outcomes in the following areas:

1. Build relationships with state legislators and educate them about COS and our legislative agenda.
2. Closely monitor progress of COS-supported senate and house bills, senate and house joint resolutions, senate and house concurrent resolutions, and senate and house resolutions as they move through the legislative process.
3. Lead the strategic planning process with COS Coalitions to develop new resolutions as the need arises.
4. Work with COS Legislative Liaison Team to monitor and grade the performance of legislators to assure adherence to party platform.

TEAM SPONSOR

State Director

TEAM LEADER

Legislative Action Coalition Director

TEAM MEMBERS

- Legislator Outreach Coordinator
- Strategy Planning Coordinator
- Legislation Tracking Coordinator
- Legislator Monitoring Coordinator
- Communications Coordinator

KEY ACTIVITIES / DELIVERABLES

Team Building

- Develop comprehensive communication tools that effectively outline the Legislative Action mission and a Call to Action to motivate COS VAs to participate in the Coalition.
- Complete onboarding process for Legislative Action Leadership Team Coordinator positions.
- Work with DCs to build awareness of the Legislative Action Coalition to turn Volunteer Interests into Coalition VAs.

Legislator Outreach

- *Legislator Outreach Coordinator* to develop training plan, secure training resources and onboard Coalition VAs.
- Team to prepare a communication document for one-on-one presentation to Target Legislators that outlines COS positions on key issues.
- Team to prepare a meeting schedule and perform direct one-on-one with each target Legislator.
- Team to develop/acquire position papers/voting records and background information on each Legislator who will be contacted.
- Team to work with the Legislative Liaison Team to develop a scoring system to rate the performance of each Legislator and identify those who need extra training or replacement.

Strategy Planning

- *Strategy Planning Coordinator* to develop a list of key legislative issues arising from the activities of the COS Coalitions.
- List to be compiled through meetings with COS Legislative Liaison Team, State Leaders and Coalition Directors representing the COS Coalitions.
- Strategy planning meetings to be held with COS Coalition/State leaders to prioritize the issues and develop the best path for passage through the legislature.

Legislation Tracking

- *Legislation Tracking Coordinator* to work with COS Legislative Liaison Team to develop a tracking system for bills and resolutions passing through the State Legislature that is of interest to COS.
- Reports to be issued to all COS Coalition Directors and COS State Leaders regarding the status and recommended actions needed to advance stalled or slow-walked legislation.

Legislator Monitoring

- *Legislator Monitoring Coordinator* to work with COS Legislative Liaison Team to develop/acquire tools to track the performance of Legislators against party platform and COS expectations and identify violators of Rule 44.
- Ensure Rule 44 of the RPT is vigorously upheld by County Executive Committees and that those committees are made aware of violators.

Communications

- *Communications Coordinator* to facilitate communication among Coalition Coordinators, the COS Legislative Liaison Team and State Leaders including:
 - Facilitating meetings within the Legislative Action Coalition, and among the other COS Coalitions.
 - Representing the Legislative Action Coalition on state and national conference calls.
 - Keeping the legislative calendar on bills and resolutions of interest to COS.
 - Assisting in preparation of presentations for the Legislative Action Coalition Leadership Team.

KEY INTERFACES

- State Director
- State Coalitions Director/Advisor
- HD District Captains
- COS Legislative Liaison Team
- Legislative Action Coalition Director/Coordinators
- State Grassroots Coordinators
- All State Coalition Directors
- Texas State Legislators/Staff

PERFORMANCE)

All Coalition members will have shared goals and a shared understanding of the key COS Principles they will follow to advance the purpose stated in the Legislative Action Coalition charter. Working leadership team with the five operational Coordinators to be fully functioning, developing plans, and adding Coalition VAs.

MEASURES (Early Stage First 3-6 Months)

Team Building

- *Legislative Action Coalition Director* to identify and onboard the five operational Coalition VAs to serve as Coordinators within the Leadership Team within the first three months of startup.

Legislator Outreach

- *Legislator Outreach Coordinator* to add at least two VAs to the group and to develop a communications document for use with Legislator interviews within the first three months after onboarding.
- Develop plans in concert with the COS Legislative Liaison Team to identify and contact all key legislators after completion of the communications document within the first five months after onboarding.

Strategy Planning

- *Strategy Planning Coordinator* to add two VAs to the group and meet with all Texas COS Coalition Directors to identify key issues of legislative interest within the first four months of onboarding.

Legislation Tracking

- *Legislation Tracking Coordinator* to compile list of key bills and resolutions currently moving through the legislature that are of interest to COS and develop the reporting protocol that will be used to inform the COS organization of each bill or resolution within the first four months of onboarding.

Legislator Monitoring

- *Legislator Monitoring Coordinator* to add two VAs to the group to assist in the monitoring process and develop/acquire the performance tracking tools within the first four months of onboarding.
- Develop working relationships with target RPT County Executive Committees within the first six months of onboarding.

Communications

- *Communications Coordinator* to add two VAs to the group to assist in developing the communications plan for the Coalition within the first three months of onboarding.
- Develop working relationships with all Texas COS Coalition Directors, the Legislative Liaison Team and key COS State Leaders.
- Facilitate the first Legislative Action Coalition Leadership Team meeting within the first month of onboarding.

WORK PROCESSES

The *Legislative Action Coalition Team* will draw its support from VAs residing within the House Districts and will intentionally work the District Captains to convert Volunteer Interests to Volunteer Activists for the purpose of joining this Coalition.

Success will depend upon maintaining both an internal focus on the issues arising within the COS Coalitions and the external focus on the Legislative Process and the Legislators themselves.

This Coalition must work closely with the State COS Legislative Liaison group and the HDs to ensure COS one-on-one communication with Legislators is closely coordinated. This communication is a vital function that permits COS to identify Legislators for Rule 44 sanctions, retraining or replacement and represents the highest purpose of this Coalition.

MEETINGS

The *Legislative Action Coalition Leadership Team* will meet bi-monthly via a dedicated Legislative Action Slack Channel, Zoom or other communication means to review progress within each Coordinator’s area, share learnings and improvement opportunities and develop/revise plans for the next three rolling months. Weekly communication will occur among Coordinators, VAs and other Key Interfaces via phone, Slack, ZOOM and email.

APPROVED _____
State Coalition Director/Advisor

Date _____

APPROVED _____
State Director

Date _____

ABBREVIATIONS IN ORDER OF APPEARANCE

VAs – Volunteer Activists (COS active volunteers)

HDs – House Districts (COS District Captain districts)

Legislative Action Coalition Leadership Team

