

REVIEW IMMEDIATELY

LWVSC PROGRAM PLANNING MATERIALS FOR 2019-2021

1) GUIDE TO PROGRAM PLANNING FOR LOCAL LEAGUE LEADERS, - 5 pages

\Read immediately to help plan your local League's Program Planning meeting.

2) RESPONSE FORM (Each Local League returns one response form) - 3 pages

We suggest you copy on a different colored paper for each meeting attendee to use during the meeting **but complete only one with your League's responses to send to LWVSC by March 1, 2019**

3) CURRENT STATE LEAGUE POSITIONS - 17 pages

We suggest you provide copies on colored paper for each person attending your meeting.

QUESTIONS? PLEASE CONTACT SALLY HUGULEY at 803-360-2951 OR LYNN TEAGUE at 803-556-9802. Email to: shuguley@sc.rr.com or [Teague L@bellsouth.net](mailto:Teague_L@bellsouth.net)

THIS INFORMATION WILL BE AVAILABLE ON THE LWVSC WEBSITE at <http://www.lwvsc.org/issuesandaction.html>



LEAGUE OF WOMEN VOTERS OF SOUTH CAROLINA

PO Box 8453, Columbia, SC, 29202, (803) 251-2726, www.lwvsc.org

TO: Local League Presidents and Member-at-Large Unit Chairs

FROM: Holley Ulbrich and Christe McCoy-Lawrence, Co-Presidents
Lynn Teague, Issues and Action Vice President
Sally Huguley, State Issues Director

RE: **Leader's Guide to 2019 LWVSC Program Planning**

In odd-numbered years, local Leagues participate in the LWVSC Program Planning process by reviewing existing League positions and making recommendations for the future. One of the highlights of the May 2019 state convention will be the adoption of changes to our state program that will set our course for advocacy and education in South Carolina. In recommending changes and selecting areas for the next two years, you can ensure that the League will impact significant policy issues facing our state.

In order to guarantee that our program planning is genuinely grassroots, it is important to encourage maximum participation in the process. Local program planning meetings invite every member to review existing public policy positions and select the issues in which the League will invest time, talent, energy and money. Based on local League responses (see the attached **2019 Program Planning Response Form**), the state Board will develop a proposed program to be discussed, debated, revised, and adopted at the state convention in May.

The Leader's Guide is designed to provide information on the program planning process. We are asking for your input on all LWVSC positions. We also are asking you to recommend any new studies and/or update any areas that you would like to see the LWVSC focus on for educational programming during the 2019-2021 biennium.

In an effort to make the program planning process as easy as possible for you, this Guide, the Proposed Concurrence document, along with the Response Form, will be available to local Leagues online at the LWVSC website <http://www.lwvsc.org/>. In addition, a hard copy will be mailed to you.

The website also includes the **2017-2019 Agenda for Action** in its entirety, so League members can read the LWVSC public policy positions in-depth before their respective meetings.

The League's program planning process reflects the grassroots influence of all League members. With distribution of the **2019 Leader's Program Planning Guide** and the **2019 Program Planning Response Form**, local Leagues then meet during January and February to discuss, debate, and come to agreement on educational program recommendations for the next biennium. Leagues often combine their state program planning meetings with planning for local League studies and action.

Once the local Leagues complete their program planning response forms, these are sent to LWVSC, which compiles the results. Based on this information, the state board makes recommendations for the upcoming biennium programming. The state board recommendations are sent to League delegates at least six weeks before the state convention. At our May 4-5, 2019 convention in Charleston, delegates will vote on program-related issues, including the state board recommendations and any non-recommended items approved by the convention for consideration.

Please take note of the timeline for the program planning process on page 5 of the Leader's Guide. We look forward to receiving your recommendations and working together to create the L WVSC program for 2019-2021.

THE PROGRAM PLANNING MEETING

- Have fun and increase member awareness of current L WVSC positions.
- Engage in a lively discussion to identify and recommend any positions that need to be dropped or updated; make suggestions for issues that require new studies.
- Discuss concurrence items, if applicable.
- Prioritize areas in which League in South Carolina should be most active in educational programming for 2019-2021.

What to Do

- Set a date in January or February for your Program Planning Meeting.
- Invite members to participate. Provide them with information on the L WVSC public policy positions. Notify members that they can review the **Leader's Guide and Report Form and Agenda for Action** at <http://www.lwvsc.org/issuesandaction.html>
- Ask a League member to facilitate your program planning meeting and share with her/him this **Guide to L WVSC Program Planning**. In some Leagues, the Program Vice President is assigned this responsibility.
- In order to have a brisk and interesting meeting, you might assign board members to review and make recommendations in the L WVSC program areas: Child Welfare; Criminal Justice; Education; Natural Resources; State and Local Government; State and Local Taxation; Transportation. These assignments should be made well in advance of the meeting.
- Discuss the L WVSC positions and recommend whether each should be retained as is, reconsidered, or dropped. Assign a recorder to complete the Report Form for your League. Each member can use a response sheet during the meeting, but please complete only one response form to send to L WVSC to record your local League's wishes. Please provide a rationale for any "drop" or "reconsider" you recommend.
- Discuss the proposed concurrence with the Florida L WV position on open primaries. (See attached fact sheet and proposed language.) Determine whether or not there is a consensus on this question from your local league.
- Use the "Recommendations for New Study" section to make suggestions for League program, such as a new study to be undertaken by the consensus or concurrence method. Provide supporting information on study scope and resources available or required. New studies should reflect a need for significant change or additions to existing national or state position statements in order to support state educational and advocacy efforts.
- Use the "Recommendations for Educational Programming Priorities" section to identify the educational programming priorities that you want to L WVSC to address during 2019-2021.
- Report consensus and concurrence items to the state board.

Mailing Instructions

Return the attached Response Form to the LWVSC by the postmark deadline of **March 1, 2019**, either by postal mail or e-mail. Be sure to note your League's name.

Send to: LWVSC, PO Box 8453, Columbia, SC 29202

E-mail to: shuguley@sc.rr.com or Teague_L@bellsouth.net

Important Resources

- LWVSC public policy positions are published in **Agenda for Action 2015-2017** and can be found at <http://www.lwvsc.org/issuesandaction.html>
- **Dimensions of a League Study**, a guide to the study process, is at <http://www.lwvsc.org/issuesandaction.html>

Questions or comments? Contact Lynn Teague at 803-556-9802 or Teague_L@bellsouth.net

Sample Agenda

Here is a suggestion for how a local League might organize its Program Planning Meeting. This gathering can combine business with a shared meal. Adapt to the needs of your League.

- Sign-in and chat – 15 minutes
- Welcome and overview of meeting and program planning process – 10 minutes
- Discussions on retain, drop, reconsider – 30 minutes (Use a flip chart for a visual.)
- Discussions on consensus and concurrence items.
- Break for lunch or dinner (Potluck or delivery pizza works really well.) – 30 minutes
- Discussions on new study and action possibilities – 15 minutes
- Close

What to consider in Program Planning

1. Which LWVSC policy positions should be retained, dropped, or reconsidered
2. New issues for study
3. Existing Umbrella Positions (e.g. Child Welfare, Natural Resources) for educational program focus.

Definitions:

- **Retain**--Members are committed to the position and will be involved in supporting League efforts to pursue position's goals.
- **Drop**--Position is no longer useful in its present form or is not supported by members. Action on this position will end. Any future action will require adoption of a new study.
- **Reconsider**--A study of limited scope is needed to evaluate a position in light of new information, changed circumstances, and/or conflict with another position. The aim is to consider position change.

What to consider regarding current LWVSC positions:

- Have our goals been reached or is further action needed?
- Are there “gaps” in the position that will limit the League’s effectiveness in advocating for it?
- Is the issue timely today?
- Is there need for LWVSC oversight?
- Is member interest and understanding sufficient to continue the item?
- How might an updated position further the League’s mission? This is an opportune time to discuss your League’s view of the League in the 21st century, where we are headed, and what positions will help us to fulfill our mission.

When considering whether to recommend a new study, please keep the following questions in mind. The LWVSC Board will use the same questions to make recommendations to Convention.

- Would a study on this issue result in a position that is needed to support educational programming and legislative action at the state government level?
- Is there sufficient member interest in this issue?
- Can the League make a unique contribution by adopting this issue as a program item?
- Is it feasible to adopt it as a program item: Do we have knowledgeable leadership for statewide study? Do we have local League leadership to conduct study on that level?
- Are we ready to commit financial resources to this study?
- Do we have the personnel to conduct the study? Keep in mind that a study takes a great deal of time from a dedicated study committee. A study has a greater chance of success if some commitment from members is obtained to serve on the study committee before the study is proposed.

Considerations for educational programming priorities:

- Can this issue be addressed most effectively through state (rather than federal or local) government?
- Does this issue relate to the core mission of the League, especially as outlined in LWVSC positions and the national goal of “Making Democracy Work?”
- Are members well informed about this issue/position, or should LWVSC work to ensure that they become better informed?
- Is this issue of current interest to members and the public?

The LWVSC Board will consider the above factors in developing action priorities for State House advocacy, along with the following:

- Can League make a real contribution or will it duplicate the work of others?
- If we could make a contribution, is this an issue in which the LWVSC should take the lead, or is it an issue in which we should participate in a coalition led by other organizations?
- Can League handle this issue effectively and productively, given the demands of other advocacy priorities and available time and resources?
- Will timing and political realities permit League to be effective on this issue? Is it an issue that the General Assembly and other relevant state entities are considering?

If your League wants to propose a new study:

To propose a new study, you need to fill out that section of the Report Form with a brief description of the scope and intent of the study. Additional suggestions on methods of conducting the review and/or study would also be helpful.

If your League wants to lobby other Leagues in support of a position for update and review or study and action:

Reach out to other Leagues that may have similar interests. You can contact other Leagues that you know are interested in a particular issue. Or you may want to directly lobby other Leagues. For contact information for local Leagues in South Carolina, check the *LWVSC Leaders Directory* or go to <http://www.lwvsc.org/localleagues.html>

TIMELINE FOR STATE LEAGUE PROGRAM PLANNING AND ADOPTION

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| ➤ November 2018 | League leaders receive Program Planning Leader's Guide |
| ➤ January 3, 2019 | Individual Leagues determine what program planning activities they will conduct. |
| ➤ January-February 2019 | Leagues conduct meetings to provide opportunities for participation in program planning. |
| ➤ March 1, 2019 | All report forms are due to LWVSC. |
| ➤ March 14, 2019 | LWVSC board reviews Report Forms and approves a Proposed Program for the 2019-2021 biennium. |
| ➤ April 1, 2019 | Proposed Program is sent to all local Leagues. Leagues review proposed program. |
| ➤ May 4-May 5, 2019 | At LWVSC Convention in Charleston, delegates adopt 2019-2021 LWVSC program after debate and discussion of proposed program, as well as any non-recommended items granted consideration by the convention. |
| ➤ May 2019-April 2021 | LWVSC board implements the adopted program. |

LWVSC BYLAWS REGARDING PROGRAM PLANNING AND ADOPTION

ARTICLE X - Principles and Program

Sec. 1. Principles. The Principles are concepts of government adopted by the national convention and supported by the League as a whole. They are the authorization for adoption of national, state and local program.

Sec. 2. Program. The program of the LWVSC shall consist of action to implement the Principles and those state governmental issues chosen by the convention for concerted study and action as follows:

- a) Local League boards and MAL units may make recommendations for state program to the state board provided they are submitted at least eight weeks before the convention.
- b) If a local League has studied a local issue and adopted a position that might be applicable to other communities in the state, the League should appropriately reword their position so that it would apply to other communities and recommend it to the state board for concurrence by submitting it to the state board at least eight weeks before the convention.

- c) The state board shall consider these recommendations and formulate a proposed program which shall be sent to the presidents of local Leagues and the chairs of MAL units at least four weeks before the convention.
- d) Changes in the proposed program, because of altered conditions, may be recommended by local League boards and MAL units up to two weeks before the state board acts upon the proposed changes, allowing local League boards and MAL units to respond before the state board meeting.
- e) The convention shall adopt a program by a majority vote. Program recommendations submitted to the state board but not proposed by the board may be adopted by the convention only if they were submitted at least eight weeks before the convention and provided consideration is ordered by a majority vote and adoption is voted on a following day. A two thirds vote is required to amend or adopt a state League position by concurrence on the floor of convention.

Sec. 3. Program Action. Local Leagues, MAL units, and MALs not in units may act on state program in the name of the LWVSC only with approval of the state board.