

I AM A SOCIAL WORKER WHO WALKS THE PATH OF RECOVERY
I AM A SOCIAL WORKER WHO GUIDES WITH COMPASSION
I AM A SOCIAL WORKER WHO EMPOWERS CHANGE IN SOCIETY
I AM A SOCIAL WORKER WHO BELIEVES IN EQUALITY FOR ALL
I AM A SOCIAL WORKER WHO FIGHTS FOR JUSTICE WITHOUT FEAR
I AM A SOCIAL WORKER WHO FIGHTS FOR ABILITY
I AM A SOCIAL WORKER WHO TEACHES FUTURE SOCIAL WORKERS
I AM A SOCIAL WORKER WHO STRENGTHENS ACCESS TO RESOURCES
I AM A SOCIAL WORKER WHO DRIVES CHANGE WITH VISION
I AM A SOCIAL WORKER WHO CHECKS IN ON NEW POLICIES
I AM A SOCIAL WORKER WHO PROTECTS THE RIGHTS OF CHILDREN
I AM A SOCIAL WORKER WHO LISTENS WITH CARE AND COMPASSION
I AM A SOCIAL WORKER WHO EMBARKS ON A JOURNEY
I AM A SOCIAL WORKER WHO EMPOWERS EVERYONE TO RISE AGAIN
I AM A SOCIAL WORKER WHO BELIEVES IN THE POWER OF HEALING
I AM A SOCIAL WORKER WHO WALKS WITH COURAGE AND PURPOSE
I AM A SOCIAL WORKER WHO GIVES EVERY VOICE A CHANCE TO RISE
I AM A SOCIAL WORKER WHO EMPOWERS HOPE AND HUMAN RIGHTS
I AM A SOCIAL WORKER WHO CHANGES SYSTEMS WITH INTEGRITY

SOCIAL WORK LOBBY DAY FEB. 25 2025



Please register for 2/25/25 Social Work Lobby
Day/Rally in the Rotunda at 1pm EST in
Frankfort, KY!

KENTUCKY SOCIAL WORK LOBBY DAY 2025

TABLE OF CONTENTS

WELCOME LETTER	PAGE 1
LEAD UP TO SOCIAL WORK LOBBY DAY 2025	PAGE 2
SOCIAL WORK LOBBY DAY SCAVENGER HUNT	PAGE 3
SPEAK UP FOR ISSUES YOU CARE ABOUT	PAGE 4
NAVIGATE THE KENTUCKY LEGISLATIVE WEBSITE	PAGE 5
MY LEGISLATIVE WORKSHEET	PAGE 6
TIPS FOR EFFECTIVE CITIZEN LOBBYING	PAGE 7-10
HOW BILLS BECOME LAW IN KENTUCKY	PAGE 11
NASW CODE OF ETHICS	PAGE 12
KENTUCKY SOCIAL WORK ASSOCIATIONS	PAGE 13-15
CAPITOL GROUND WALKING TOUR	PAGE 16-17
KY SENATORS AND REPRESENTATIVES	PAGE 18-22
DC CONGRESSMEN AND SENATORS	
LEGISLATIVE GLOSSARY	PAGE 23-31
I AM A SOCIAL WORKER WHO... THANK YOU NOTE	PAGE 32

Welcome Letter

Welcome to the 2025 Kentucky Social Work Lobby Day! Kentucky Proud. Social workers and students collaborate, network, and empower our profession across Kentucky. Together, we amplify our voices and our vision. Be the change? We are the change!

This annual mini toolkit is designed to support your advocacy efforts as we celebrate Kentucky Social Work Lobby Day. It is critical for social workers and social work students to become familiar with our legislative process and its impact on Kentuckians, both in the classroom and in our communities.

We encourage you to take some time to explore the resources offered in this toolkit. With just a click, you'll easily access vital sections of the Kentucky legislative website, helping you stay informed and engaged in policy and advocacy efforts. In addition to legislative resources, we've included links to professional social work associations in Kentucky and national organizations. Visit the Kentucky Social Work Advocacy Network (KSWAN) YouTube channel at <https://www.youtube.com/@kentuckysocialworkadvocacy3808> for recordings of our virtual lobby day programs and other helpful programs.

Your participation is vital to the success of this event! Please register for 2/25/25 Social Work Lobby Day/Rally in the Rotunda at 1 pm EST.



We look forward to seeing you there! As always, thank you for your commitment to advocacy and for making a difference in Kentucky. Together, we are stronger.

Sincerely,

Planning Committee, 2025 Kentucky Social Work Lobby Day



Complete as many items as possible. Post on social media and use
#KYSWLobbyDay2025

1. Go to your legislative page in your state (KY: www.legislature.ky.gov) and find out who your Representative and Senator are and review their bills. Compose a letter/email to them about an issue that is important to you.
 2. Make your own short video clip of what advocacy means to you!
 3. Go to www.bsw.ky.gov – Kentucky Board of Social Work and post three things you learned about licensure.
 4. Attend one webinar to learn about advocacy. Share one thing you learned from the webinar.
 5. Locate a group on social media that does advocacy work related to your interests and share it.
 6. Attend a meeting or event in your state of a social work association: [NASW-KY](#), [KASWE](#), [KSCSW](#), [NABSW](#), [KASSW](#), and [AASWSW](#).
 7. Share a documentary or movie that speaks to social justice that you would like others to see.
 8. Watch a committee meeting in your state (KET in Kentucky). Share a few thoughts or ideas through the social work lens that you can discuss in class, or in a letter to your legislators.
- BONUS: Take a photo at your university, practicum placement, or professional office. Post it with “I am a Social Worker who...” or “I am a Social Work student who...” (Example: “I am a Social Worker who works in hospitals”. “I am a Social Work student who hopes to have their own therapy practice.”)

1 CEU offered for professionals. For more details, email
brosen.naswky@socialworkers.org



Complete as many items as possible. Post on social media
#KYSWLobbyDay2025. Submit your completed objectives at the NASW table and your name will be entered into a drawing for a prize.

- Selfie with a Legislator:** Find and take a picture with a state legislator or their staff. Bonus if you discuss a key social work issue with them!
- Historic Landmark:** Locate a notable historic feature of the Kentucky Capitol and take a photo. (Example: The rotunda or a specific statue.)
- Advocacy in Action:** Find someone actively advocating for an issue and write down what they are working on.
- Committee Room:** Locate a committee meeting room and take a photo of the sign outside. Bonus if you can name the committee that meets there.
- NASW Table:** Visit the NASW booth and grab one of their handouts. Share one fact you learned.
- Bill Tracker:** Locate a legislative bulletin board or digital kiosk and find the name or number of a bill related to social work.
- Social Work Values:** Identify a piece of artwork, sign, or exhibit in the Capitol that reflects social work values (e.g., justice, dignity, or service). Write down how it connects to those values.
- Policy Poster:** Locate a poster, flyer, or display advocating for a policy or cause. Snap a picture and summarize its key message.
- Networking:** Introduce yourself to someone from another school or organization. Write down their name and what they're advocating for.
- Governor's Office:** Find the Governor's Office and take a selfie with the door or sign.
- Capitol Facts:** Ask a guide or Capitol staff member for one interesting fact about the building's history or architecture.
- Group Picture:** Gather a group of at least 5 participants from different schools or organizations and take a group photo.
- Policy Quote:** Find a quote or inscription on the Capitol grounds that resonates with social work or advocacy. Write it down and explain why it's meaningful.
- Chamber Visit:** Take a peek into the Senate or House Chamber. Bonus if you catch a session in progress.
- Advocacy Swag:** Collect at least one piece of swag (button, sticker, pen, etc.) supporting a cause relevant to social work.
- Meet a Lobbyist:** Speak with a lobbyist and find out which issue they're advocating for that day.
- Social Media Moment:** Post a photo or update on social media about your experience. Use the event hashtag (if applicable).
- Capitol Garden:** Explore the Capitol grounds and find a unique flower, tree, or garden feature. Take a picture and note its location.
- Thank You Note:** Write or deliver a thank-you note to a legislator or staff member, highlighting why their work matters to social workers.
- Photo with Winnie:** Snag a selfie with First Doggie Winnie or her new book she's published.

1 CEU Offered for professionals.

More details at the NASW table or contact brosen.naswky@socialworkers.org

Speak Up for the Issues You Care About: Call the Kentucky General Assembly!



CALL 1-800-372-7181

MONDAY THROUGH FRIDAY 8:00 AM-4:30 PM/EST

****EXCEPT DURING THE LEGISLATIVE SESSION**

7:00 AM-11:00 PM Monday-Thursday

7:00 AM-6:00 PM Friday

Social Work IS Political

Did you know you can call the Legislative Message Center and leave a message of support or opposition for bills? You can even call every day!

Making phone calls can feel intimidating or uncomfortable but leaving a message for your legislator is one of the most direct ways to make your voice heard. Remember, your message doesn't need to be perfect; what matters most is that your legislator hears your perspective on the issue.

Your message can be shared with:

- Your Representative
- Your Senator
- The Committee sponsoring the bill
- OR the entire General Assembly!

TIPS

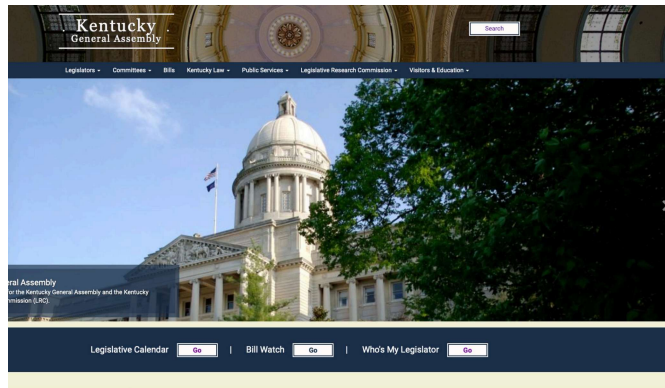
- **Prepare Ahead of Time:** Write down a brief script or key points about what you want to say. For example:
 - "Hello, my name is [Your Name], and I'm a constituent from [City/Zip Code]. I'm calling to express my [support/opposition] to [Bill Number/Name of the Bill]. Thank you for your time."
- **Take Advantage of Staff Assistance:** When you call, you'll speak to a receptionist, not the legislator. They are friendly and there to help relay your message.
- **Keep it Short and Clear:** Every word you say will be recorded exactly as spoken.
- **Be Respectful:** Avoid using foul language or inappropriate remarks.

Not sure how it works? Check out [this video tutorial](#) to see how easy it is to make your voice heard.

Legislative Message Line	1-800-372-7181
Bill Status Line	1-866-840-2835
Calendar (Meetings) Line	1-800-633-9650
En Español Solamente durante la sesión legislativa	1-866-840-6574

Your voice matters—be part of the change!

Navigate the Kentucky Legislative Website



Want to learn how to make your voice heard on issues that matter to you? The Kentucky Legislative website is your one-stop shop for staying informed and taking action: <https://legislature.ky.gov/>

Whether you're a social worker, student, or an engaged voter, understanding Kentucky's legislative process is essential. This site makes it easy to find the information you need to support your advocacy efforts.

Explore Key Sections of the Website

Click on the links below to access specific resources:

- **Bills:** Track the progress of legislation.
- **Kentucky Revised Statutes (KRS):** Understand existing Kentucky laws and how they may affect you.
- **Kentucky Administrative Regulations (KAR):** Learn about the rules and regulations that govern state agencies.
- **Emergency Regulations:** Stay updated on temporary regulations in effect.
- **Registers:** View public records of regulations and their history.
- **Legislators:** Discover the Senate and House leadership.
- **Who's My Legislator:** Find and contact your Representative or Senator.
- **Committees:** Learn about House, Senate, Joint, and Special Committees.
- **Legislative Calendar:** See the daily calendar for today.
- **Session Calendar:** Access this year's Session Calendar
- **Schedules & Calendars:** Access committee meeting schedules and session calendars.
- **Search Tools:** Use the search function to find bills, statutes, or committee details.
- **Public Services:** Tools to make it convenient to help you connect to the legislative process.

Stay Connected and Informed

- **Watch Live:** Stream committee meetings and legislative sessions on **KET** or **YouTube**.
- **Engage on Social Media:** Stay updated by following the **NASW Kentucky Facebook page**.

Need Help Navigating the Site?

Visit <https://legislature.ky.gov/> for more details and direct access to all sections. If you encounter issues, reach out to the Legislative Research Commission for assistance:

- Main Phone: 502-564-8100
- Address: 700 Capital Ave., Frankfort, KY 40601



My Legislative Worksheet

MY LEGISLATORS

To begin, identify your Kentucky legislators:

My Representative (House): _____

My Senator: _____

To find your legislators, visit [KY Legislature's Find Your Legislator Tool](#).

REVIEW OF BILLS

Identify and track the bills you support or oppose:

Bill Number	Support (Yes)	Oppose (No)	Notes

Tips for Effective Citizen Lobbying

Lobbying Tip Sheet

- ➔ Take the long-term view of your relationship with each legislator.
- ➔ Tell personal stories. Why is the issue important to you?
- ➔ Do your homework. You should know the basic facts of the bill, the bill number, who the sponsors are, and where it is in the legislative process.
- ➔ Always be more reasonable than our opponents. Stay calm, cool, respectful and firm.
- ➔ Understand that your job is to educate lawmakers about issues and bills they may not be familiar with.
- ➔ Ask directly for their support. "Will you vote for this bill?"
- ➔ Say thank you, no matter his/her response, and send a note.

- ⊗ Don't make stuff up. If you don't know the answer to a question, say that you will find out. Be sure to follow up!
- ⊗ Don't threaten lawmakers. Don't make disrespectful statements. (Be hard on the issues, not the people.)
- ⊗ Don't assume that lawmakers know every bill or issue.
- ⊗ Don't get discouraged. You have every right to be heard. Your voice and your perspective matter.

Tips for Effective Citizen Lobbying

Calling your Legislator

If you cannot reach the legislator directly, leave a phone number where calls can be returned to and ask to speak to available staff. They will notify the legislator of contact of calls received and are often very helpful.

Before you call, jot down the main points that you want to include in your conversation. Practice what you are going to say.

- Ask to speak directly to the legislator.
- Identify yourself and where you are from (city, county).
- Be brief and concise. State the purpose for your call.
- Express your appreciation if the legislator is supportive of your issue. If the legislator is undecided, offer to provide more information.
- If you know the bill number and title, be sure to refer to it in your conversation.
- Be prepared to spend more time if the legislator wants more information.
- Remember to be courteous and to thank the legislator or staff person for their time.
- Send a follow - up letter restating the substance of the call and the legislator's position on the issue as it was understood (whether there was direct contact with the legislator or with their staff). Again, thank the legislator for their time.

NOTE: The content of a phone call to a legislator is very similar to that of a letter. Be prepared to answer questions and provide additional information. Following is a sample phone call script that you can use as a guide for calling legislators.

Tips for Effective Citizen Lobbying

Sample Letter/Email to a Legislator

Dear Senator or Representative,

As a Social Worker and voter in your district, I welcome you to the [Insert Year] session for the Kentucky General Assembly. I'd also like to take this opportunity to introduce myself.

(Take 1 PARAGRAPH to describe your social work practice or if you're a student, the type of social work practice you're planning to go into). I am a Licensed Social Worker and member of the Kentucky Chapter of the National Association of Social Workers. I provide clinical social work services including therapy with individuals, groups, and families at the XYZ mental health center in Your Town. I have been practicing here since 1990.

(Take 1 PARAGRAPH to describe the most pressing things you see or experience in your practice) While I love the practice of social work, the many hurdles my clients must face in using my services do frustrate me. Sometimes treatment is denied or they cannot utilize their health insurance and must pay out of pocket. It is my hope that we can discuss these issues further.

Please don't hesitate to contact me if I can ever serve as a resource, and I look forward to further contacts with you.

Sincerely,

Jane Addams, MSW, LCSW

Tips for Effective Citizen Lobbying

Sample Letter/Email to a Legislator

Your Address
City, state, zip code
Phone number
Date

The Honorable (full name)
Address

Dear Representative OR Senator (last name):

I am a registered voter in (City, County, District) and I work in the field of (mental health, school social work, public welfare, etc.). It has come to my attention that the KY General Assembly is considering (describe action and give a bill number). I am concerned about the negative impact this action will have on (client/group)...OR, I support this bill (give reasons for support. Also, give cost implications and anecdotal information about client impact.).

These services are critical to my clients and to many others in Kentucky with similar issues.

I realize that you are faced with many tough decisions but providing services to people who desperately need them should be a priority. Have the courage to do the right thing and invest in all our people. Please let me know your position on (your issue).

Sincerely,

Your name, Title, Credentials

How bills become law in Kentucky

1 A bill is introduced

Bills are filed in the House or Senate.



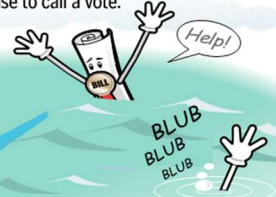
2 To committee

Once filed, a bill gets a number and is referred to a committee that handles similar topics. An anti-pollution bill, for example, would go to the House Natural Resources and Environment Committee. A bill can be amended in committee.



Troubled waters

A bill can be assigned to a committee whose chairman opposes it. The chairman can refuse to schedule the bill for a hearing — known as “stalling” it — or allow a hearing but refuse to call a vote.



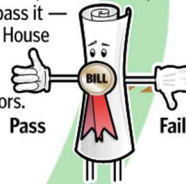
8 A bill becomes law if the governor ...

- ▶ Signs it.
- ▶ Allows it to become law without signing it.
- ▶ Vetoes the bill but the veto is overridden by a vote by a constitutional majority in each chamber — 51 in the House, 20 in the Senate.



3 Floor vote

When a committee passes a bill, it goes back to the House or Senate for a floor debate and vote, where a majority of voting members, in most cases, is enough to pass it — 51 if all 100 House members vote, or 20 of 38 senators.



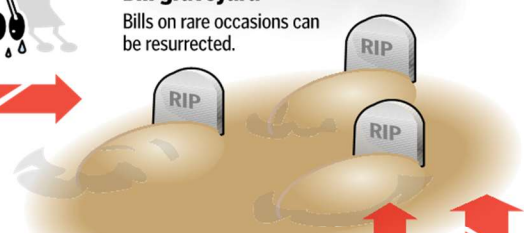
Rescuing a bill

If a majority opposes holding a bill in committee, they can vote to “discharge” it from the committee and send it to the floor. But this rarely happens.



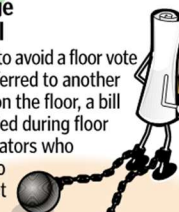
Bill graveyard

Bills on rare occasions can be resurrected.



Adding baggage or gutting a bill

Opponents can try to avoid a floor vote by getting a bill referred to another committee. Once on the floor, a bill can also be amended during floor debates, and legislators who oppose it can try to minimize its impact — known as “gutting” it — through an amendment. Other amendments can improve a bill.



5 Compromise

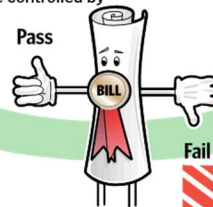
If the House and Senate pass different versions of a bill, each chamber appoints members to a conference committee to work out a compromise. The agreed-upon version then goes back to each chamber for a final vote.

If the conference committee fails to reach a compromise, the bill dies.



4 On to the other chamber

When the Senate passes a bill that was introduced there, it then goes to the House and is referred to a House committee, and vice versa. The bill goes through the same committee and floor vote procedures. In addition to the usual committee and floor debate risks, bills that pass one chamber can run into greater opposition once they go to the other side, especially when the House and Senate are controlled by different political parties.



Bills can be held “hostage” — set aside until the Senate or House acts on bills considered a priority by the other chamber.



Two versions of the same bill

6 Final vote

If the House and Senate accept the compromise, the bill passes and goes to the governor. If either chamber doesn't like the compromise, lawmakers can reject it.



7 Governor

The governor has 10 days to act on a bill after receiving it.



A bill will not become law if ...

- ▶ The governor vetoes the bill and the House or Senate fails to override the veto.

source: Courier-Journal research

By Steve Reed, The Courier-Journal

NASW CODE OF ETHICS: ETHICAL STANDARDS

6.01 SOCIAL WELFARE

Social workers should promote the general welfare of society, from local to global levels, and the development of people, their communities, and their environments. Social workers should advocate for living conditions conducive to the fulfillment of basic human needs and should promote social, economic, political, and cultural values and institutions that are compatible with the realization of social justice.

6.02 PUBLIC PARTICIPATION

Social workers should facilitate informed participation by the public in shaping social policies and institutions.

6.03 PUBLIC EMERGENCIES

Social workers should provide appropriate professional services in public emergencies to the greatest extent possible.

6.04 SOCIAL AND POLITICAL ACTION

(a) Social workers should engage in social and political action that seeks to ensure that all people have equal access to the resources, employment, services, and opportunities they require to meet their basic human needs and to develop fully. Social workers should be aware of the impact of the political arena on practice and should advocate for changes in policy and legislation to improve social conditions to meet basic human needs and promote social justice.

(b) Social workers should act to expand choice and opportunity for all people, with special regard for vulnerable, disadvantaged, oppressed, and exploited people and groups.

(c) Social workers should promote conditions that encourage respect for cultural and social diversity within the United States and globally. Social workers should promote policies and practices that demonstrate respect for difference, support the expansion of cultural knowledge and resources, advocate for programs and institutions that demonstrate cultural competence, and promote policies that safeguard the rights of and confirm equity and social justice for all people.

(d) Social workers should act to prevent and eliminate domination of, exploitation of, and discrimination against any person, group, or class on the basis of race, ethnicity, national origin, color, sex, sexual orientation, gender identity or expression, age, marital status, political belief, religion, immigration status, or mental or physical ability.

KENTUCKY SOCIAL WORK ASSOCIATIONS

Kentucky Social Work Lobby Day is a collaboration between the below social work associations and groups who work together to engage, educate, and empower social workers and students through advocacy, networking, and mentoring. We strive to support each other and our commitment to make a better Kentucky for everyone.

what's
NEW

[Kentucky Society for Clinical Social Work - KSCSW](#)

The Kentucky Society for Clinical Social Work (KSCSW) is committed to promoting a strong professional image for Kentucky clinical social workers, educating its members about legislation that affects their practices, and upholding ethical excellence.

www.kscsw.org



[Home | KASSW](#)

About Us. KASSW is committed to improving the quality of life and education for Kentucky's children by enhancing the professional development of school social workers.

www.kasswky.com

SOCIAL WORKERS
generations
STRONG

For more information about the Kentucky Chapter, please contact:
Brosen.naswky@socialworkers.org

[National Association of Social Workers - NASW Home](#)

Founded in 1955, the National Association of Social Workers (NASW) is the largest membership organization of professional social workers in the world, with more than 120,000 members. NASW works to enhance the professional growth and development of its members, to create and maintain professional standards, and to advance sound social policies.

www.socialworkers.org

KENTUCKY SOCIAL WORK ASSOCIATIONS



South Central Chapter:
Monica.hines@wku.edu

[National Association of Black Social Workers \(NABSW\)](#)

Join the National Association of Black Social Workers . The National Association of Black Social Workers, Inc., comprised of people of African ancestry, is committed to enhancing the quality of life and empowering people of African ancestry through advocacy, human services delivery, and research.

www.nabsw.org

SWARCK
SOCIAL WORK ANTI-RACIST COALITION OF KENTUCKY

[Social Work Anti-racist Coalition of Kentucky](#)

The Social Worker Anti-Racist Coalition of Kentucky believes it is the responsibility of social workers to focus on the elimination of white supremacy in micro, mezzo, and macro levels of practice. Our work is powered by intersectionality, social justice, social action, institutional accountability, practice reform, and policy activism.

<https://www.swarck.com/demands>



[KASWE \(Kentucky Association of Social Work Educators\)](#)

The members of KASWE strive to:

- Promote a better understanding and communication among social work educators, and between social work educators and social work practitioners, and between social work educators and students.
- Facilitate the coordination and linkages of social work education programs within the state of Kentucky.
- Advocate the professional interests of social work educators and of the social work profession.

KASWE also *supports the demands* of the Social Work Anti-Racist Coalition of Kentucky.

www.kaswe.org

KENTUCKY SOCIAL WORK ASSOCIATIONS



[Kentucky Social Work Advocacy Network \(KSWAN\)](#)

Kentucky Social Work Advocacy Network (KSWAN) is a collaboration across all Kentucky Social Work associations and universities, comprised of all Kentucky Social Workers, both students and...

<https://www.facebook.com/groups/3949197731781127>

Additional Resources for Social Workers

Kentucky Board of Social Work	https://bsw.ky.gov/Pages/index.aspx
Association of Social Work Boards	https://www.aswb.org/
Council on Social Work Education	https://www.cswe.org/

ACKNOWLEDGEMENTS

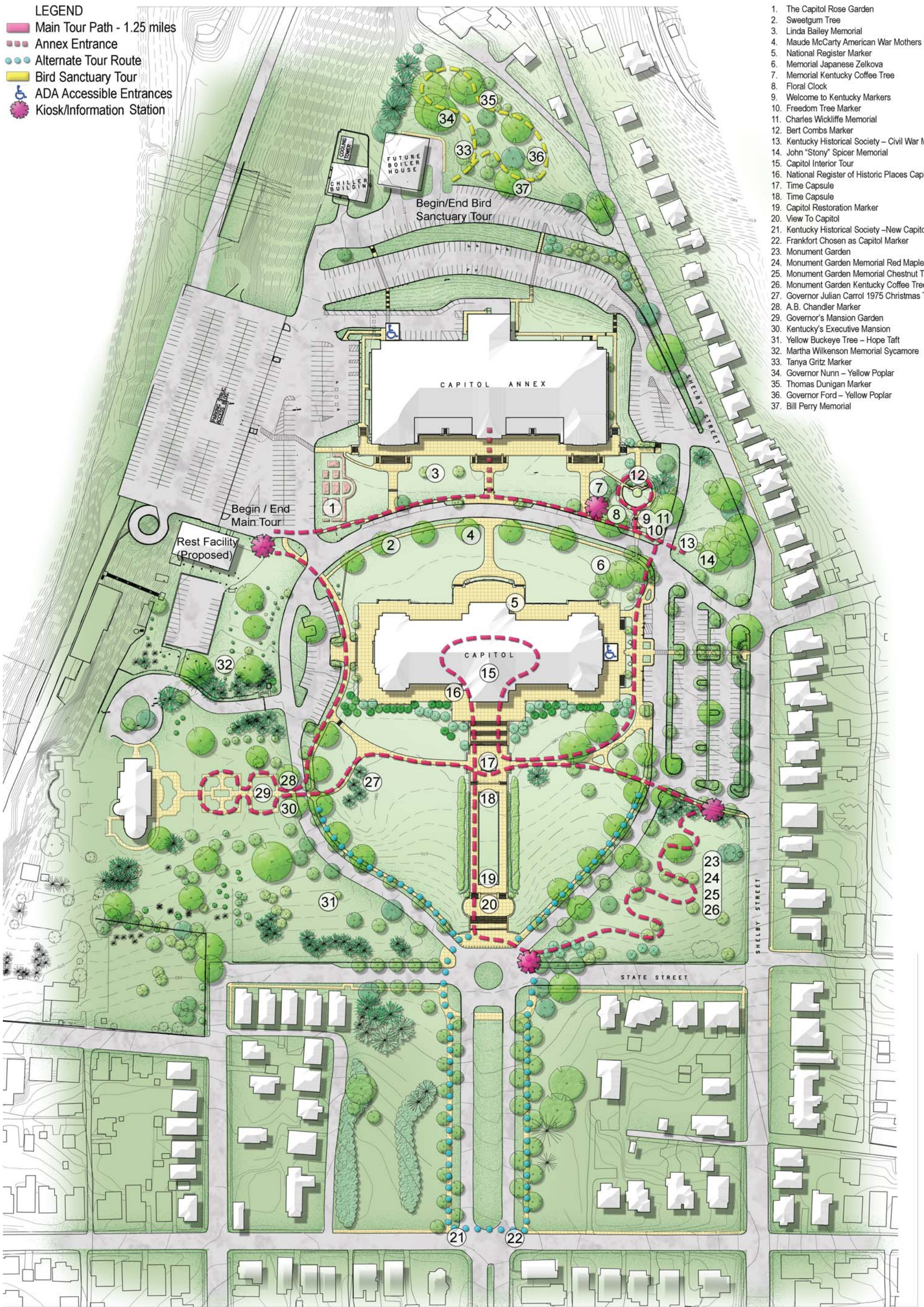
With gratitude and acknowledgement for the Social Work Lobby Day Toolkit:

- The **Kentucky Legislative Research Commission** for the www.legislature.ky.gov website and the extraordinary work they do to keep citizens updated daily.
- **Kate Mitchum**, MSW practicum student with KSCSW, for her outstanding work on revitalizing the entire SWLD toolkit. Thank you for your creativity and IT genius!
- **Ondine Quinn, MSW, CSW**, who created the original toolkit in 2018, and Tips for Effective Lobbying
- **Courier-Journal.com** (1.6.2008): How bills become law in Kentucky
- **Emi Rameriz, MSSW, JD**: Mini-Toolkit Updates
- **Advocacy Action Network/Kentucky Voices for Health**: Kentucky General Assembly 2024 Accessibility
- **Emma Dickinson, MSW**: Legislative Glossary
- **Eddie Escamilla, MSW, CSW**: How to Get Licensed as Social Worker in Kentucky

LEGEND

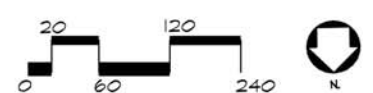
- Main Tour Path - 1.25 miles
- - - Annex Entrance
- - - Alternate Tour Route
- Bird Sanctuary Tour
- ADA Accessible Entrances
- Kiosk/Information Station

1. The Capitol Rose Garden
2. Sweetgum Tree
3. Linda Bailey Memorial
4. Maude McCarty American War Mothers Memorial
5. National Register Marker
6. Memorial Japanese Zelkova
7. Memorial Kentucky Coffee Tree
8. Floral Clock
9. Welcome to Kentucky Markers
10. Freedom Tree Marker
11. Charles Wickliffe Memorial
12. Bert Combs Marker
13. Kentucky Historical Society – Civil War Marker
14. John "Stony" Spicer Memorial
15. Capitol Interior Tour
16. National Register of Historic Places Capitol Marker
17. Time Capsule
18. Time Capsule
19. Capitol Restoration Marker
20. View To Capitol
21. Kentucky Historical Society –New Capitol Marker
22. Frankfort Chosen as Capitol Marker
23. Monument Garden
24. Monument Garden Memorial Red Maple
25. Monument Garden Memorial Chestnut Tree
26. Monument Garden Kentucky Coffee Tree
27. Governor Julian Carroll 1975 Christmas Tree
28. A. B. Chandler Marker
29. Governor's Mansion Garden
30. Kentucky's Executive Mansion
31. Yellow Buckeye Tree – Hope Taft
32. Martha Wilkenson Memorial Sycamore
33. Tanya Griz Marker
34. Governor Nunn – Yellow Poplar
35. Thomas Dunigan Marker
36. Governor Ford – Yellow Poplar
37. Bill Perry Memorial



Tour Route

Capitol Grounds Walking Tour



Capitol Grounds Walking Tour

In January 1905, a special session of the Kentucky Legislature was called to consider a site for a new State Capitol building, due to the rising need for more space as well as space with modern technologies. An appropriation of \$40,000 was allotted for the purchase of the land and preparation for the new building. The site chosen was known in Frankfort as the "Hunt Place," a farm containing 33 acres in South Frankfort. The amount expended on the purchase of the grounds for the site and the work done thereon, performed by day labor, totaled \$100,000. The setting was a naturally picturesque location. Frank M. Andrews, the architect whom the commission selected to build the new Capitol, stated that "Nature herself fixed the site."

Source: C.M. Fleenor, *Kentucky's New State Capitol And its Construction*, 1910, Historic Frankfort, Inc.

The Kentucky State Capitol Grounds was one of the few state capitol ground sites designed by the Olmsted brothers, a team including step-brothers John Charles Olmsted and Fredrick Law Olmsted Jr. The brothers formed their partnership in 1898 and followed in the footsteps of their father, the notable Frederick Law Olmsted, the nation's first landscape architect. Not only did the Olmsted Brothers carry on the ideals and characteristics of their father, but they also were outstanding leaders in advancing landscape architecture to a status of honor and recognition among professions. The two brothers were among the founding members of the American Society of Landscape Architects and played an influential role in creating the National Park Service. Their notable Commissions include the United States Capitol and White House grounds, Great Smoky Mountains and Acadia National Parks, Yosemite Valley, Central Park in New York City, Atlanta's Piedmont Park, as well as entire park systems in cities such as Seattle, Boston, and Louisville.

1 Rose Garden

Created in 1961, the Rose Garden is a colorful spot on the Capitol grounds boasting many varieties of beautiful roses.

2 Sweetgum Tree

The Sweetgum Tree, also known as red gum, southern gum, American Sweetgum and American red gum, is one of the most important timber trees in the United States. It is often used for sliced veneer and furniture stock, and its even texture allows it to be stained or painted easily.

3 Linda Bailey Marker

A memorial plaque and tree are dedicated to Linda Bailey, a respected employee that began working for the state in 1967 and ended her career as Personnel Branch Manager for the Finance Cabinet. She was born in 1949 and died in 1990.

4 American War Mothers Marker (Bridge-Capitol Avenue)

Organized in 1917 in response to a call from the national government for food conservation, the American War Mothers grew rapidly in 1919, and received a national charter in 1925. The Kentucky State Chapter was organized in 1919, and multiple branches exist in the state.

5 National Register of Historic Places

The Kentucky State Capitol was built in 1910 and placed on the National Register of Historic Places in 1973.

6 Japanese Zelkova

This tree is an Asian cousin to America's native elm tree, and is popular because of its resistance to Dutch elm disease and its tolerance of urban conditions.

7 Kentucky Coffee Tree Marker

A long debate over whether the Tulip Poplar or the Kentucky Coffee Tree should serve as the Commonwealth's tree lasted from 1956 to 1994. The Tulip Poplar was victorious in the first and final outcome. Today the Kentucky Coffee Tree serves as the official State Heritage Tree.

8 Floral Clock Marker

Dedicated in 1961 as a project of the Commonwealth and the Garden Club of Kentucky, Kentucky's floral clock is the perfect photo opportunity. Boasting immense hands and a face 34 feet across, the clock is one of the largest of its kind in the world and is planted seasonally with more than 10,000 plants grown in the Commonwealth's greenhouses.



9 Welcome to Kentucky Marker

This marker highlights Kentucky's recreational opportunities, including the Kentucky State Park System.

10 Freedom Tree Marker

This tree honors those Prisoners of War who served during the Vietnam War from Kentucky.

11 Charles Wickliffe Marker

A marker and tree are dedicated in memory of Charles D. Wickliffe, general counsel and procurement law expert for the Finance and Administration Cabinet from 1966-1995.

12 Bert Combs Marker

Bert T. Combs was an important political figure in Kentucky. His political career is highlighted on this marker.

13 A Civil War Reprisal KHS Marker

The Civil War was one of the most divisive, bloody, and tragic times in our country's history, especially in the state of Kentucky.

14 John "Stony" Spicer

Marker honors John "Stony" Spicer, who died in 1993. Stony was a long time director of the Physical Plant, which is a part of the Finance and Administration Cabinet.

15 Capitol Interior-Rotunda Statuary

Beginning in 1911 with Abraham Lincoln and finished in 1963 with Alben Barkley, the Capitol's Rotunda Statuary is a fascinating chronicle of Kentucky's history and is part of the guided interior tour of the Kentucky State Capitol.



16 National Register of Historic Places

National Register of Historic Places designation plaque adorns the north entrance vestibule of the Kentucky State Capitol.

17 Time Capsule

This capsule was placed on the Capitol Grounds to be opened in the year 2076, marking the 300th year anniversary of our nation's founding.

18 Time Capsule

A time capsule was buried as part of the 75th birthday celebration of the Capitol. Its opening on June 1, 2060 will mark the 150th birthday of the State Capitol Building.

19 Restoration Marker

A major restoration of the Kentucky "New" State Capitol was undertaken during 1986-1987.

20 View of Capitol

This vantage point affords one with a picturesque view of the Capitol building and its promenade.

21 New Capitol KHS Marker

Marker describes the New Capitol's construction, funding, and architectural style.

22 Frankfort Chosen as Capitol KHS Marker

This marker chronicles the events and happenings in the history of Frankfort and its destiny as the Capital of Kentucky.

23 Landscape Garden

An area to relax, reflect and gather at the west side of the Capitol building. Future development of this area will feature walkways, benches, beautiful flowers, and areas for markers and monuments reflecting Kentucky's rich heritage.

24 Red Maple Tree

The Red Maple tree, also known as the Swamp Maple or Soft Maple, is one of the most common and widespread trees of the eastern half of North America.

25 Chestnut Tree

The American chestnut tree was once used in Kentucky for a variety of purposes, and keeping it planted is vital to not only Kentucky's forests but also to its heritage and culture.

26 Kentucky Coffee Tree

Kentucky Coffee Tree is the official State Heritage Tree.

27 Governor's Christmas Tree 1975 and Julian Carroll Marker

In 1975, Governor Julian Carroll planted a Christmas tree in honor of the first child to be born to a Governor while in office to reside at the Governor's Mansion.

28 A.B. "Happy" Chandler

This marker given by the Kentucky Chapter of the American War Mothers, honors A.B. "Happy" Chandler, who served as governor of Kentucky from 1935 to 1939 and 1955-1959.

29 Governor's Mansion Garden

The current Governor's Mansion garden, intended to convey the feel of a formal French garden, was completed during the John Y. Brown Administration as part of a major renovation from 1982-1983 of the Governor's Mansion.

30 Kentucky's Executive Mansion

The history of Kentucky's second Governor's Mansion, built in 1914, is explained on this marker by the Kentucky Historical Society. The executive residence was placed on the National Register of Historic Places in 1972.



31 Yellow Buckeye from Hope Taft

A Yellow Buckeye tree was planted as part of a state tree exchange between Ohio and Kentucky, given by First Lady of Ohio Hope Taft in 2006.

32 Sycamore Tree from Martha Wilkinson

A Sycamore tree was planted by Martha Wilkinson, the First Lady of Kentucky from 1987 to 1991, wife of Wallace G. Wilkinson.

33 Tanya Gritz Marker

A Dogwood Tree was planted in the bird sanctuary in memory of Tanya Maria Gritz in 1995.

34 Yellow Poplar from Governor Nunn

A Yellow Poplar Tree, also known as the Tulip Poplar Tree was planted by Governor Louie B. Nunn in the bird sanctuary in 1970.

35 Thomas Dunigan Marker

Bird sanctuary marker in memory of Thomas L. Dunigan who served the Commonwealth as a Finance employee from 1963 to 1999.

36 Yellow Poplar from Governor Ford

A Yellow Poplar or Tulip Poplar, the official State Tree of Kentucky was planted by Governor Ford in the bird sanctuary in 1972.

37 Bill Perry Marker

Bird Sanctuary marker in memory of Bill Perry, a former employee with the office of Controller from 1990 to 2005.

*****ONE OF THE BEST WAYS TO CONTACT YOUR ELECTED OFFICIALS IS:
<https://5calls.org/>**

KENTUCKY SENATORS AND CONGRESSMEN CONTACT INFORMATION:

Senator Mitch McConnell
DC: 202-224-2541
Louisville: 502-582-6304
Lexington: 859-224-8286
Ft Wright: 859-578-0188
London: 606-864-2026
Bowling Green: 270-781-1673
Paducah: 270-442-4554

Senator Rand Paul
DC 202-224-4343
Bowling Green: 270-782-8303

CONGRESSMEN:

Thomas Massie
DC: 202-225-3465
Crescent Springs: 859-426-0080
Lagrange: 502-265-9119

James Comer
DC: 202-225-3115
Madisonville: 270-487-9509
Paducah: 270-408-1865
Tompkinsville: 270-487-9509
Danville: 859-439-5844

Andy Barr
DC: 202-225-4706
Lexington: 859-219-1366

Hal Rogers
DC: 202-225-4601
Somerset: 606-679-8346
Prestonsburg: 606-886-0844
Hazard: 606-439-0794
Ashland: 606-467-6211

Morgan McGarvey
DC: 202-225-5401
Louisville: 502-582-5129

Brett Guthrie
DC: 202-225-3501
Bowling Green: 270-842-9896

2025 KENTUCKY SENATORS & REPRESENTATIVES NAMES AND EMAILS

Senators	Legislator Email
Adams, Julie Raque	Julie.Adams@kylegislature.gov
Armstrong, Cassie Chambers	Cassie.Armstrong@kylegislature.gov
Berg, Karen	karen.berg@kylegislature.gov
Boswell, Gary	gary.boswell@kylegislature.gov
Carpenter, Jared	jared.carpenter@kylegislature.gov
Carroll, Danny	danny.carroll@kylegislature.gov
Deneen, Matthew	mathew.deneen@kylegislature.gov
Douglas, Donald	donald.douglass@kylegislature.gov
Elkins, Greg	greg.elkins@kylegislature.gov
Funke Frommeyer, Shelley	shelley.funkefrommeyer@kylegislature.gov
Girdler, Rick	rick.girdler@kylegislature.gov
Givens, David	david.givens@kylegislature.gov
Herron, Keturah	keturah.herron@kylegislature.gov
Higdon, Jimmy	jimmy.higdon@kylegislature.gov
Howell, Jason	jason.howell@kylegislature.gov
Madon, Scott	scott.madon@kylegislature.gov
Mays Bledsoe, Amanda	amanda.maysbledsoe@kylegislature.gov
McDaniel, Christian	christian.mcdaniel@kylegislature.gov
Meredith, Stephen	stephen.meredith@kylegislature.gov
Mills, Robby	robbymills@kylegislature.gov
Nemes, Michael J.	michael.nemes@kylegislature.gov
Nunn, Matt	matt.nunn@kylegislature.gov
Rawlings, Steve	steve.rawlings@kylegislature.gov
Reed, Aaron	aaron.reed@kylegislature.gov
Richardson, Craig	craig.richardson@kylegislature.gov
Smith, Brandon	brandon.smith@kylegislature.gov
Stivers, Robert	robert.stivers@kylegislature.gov
Storm, Brandon J.	brandon.storm@kylegislature.gov
Tichenor, Lindsey	lindsey.tichenor@kylegislature.gov
Webb, Robin L.	robin.webb@kylegislature.gov
West, Stephen	stephen.west@kylegislature.gov
Wheeler, Phillip	philip.wheeler@kylegislature.gov
Williams, Gex	gex.williams@kylegislature.gov

Wilson, Mike	mike.wilson@kylegislature.gov
Wise, Max	max.wise@kylegislature.gov
REPRESENTATIVE	LEGISLATOR EMAIL
Aull, Chad	Chad.aull@kylegislature.gov
Baker, Shane	shane.baker@kylegislature.gov
Banta, Kim	kim.banta@kylegislature.gov
Bauman, Jared	jared.bauman@kylegislature.gov
Bivens, Ryan	ryan.bivens@kylegislature.gov
Blanton, John	john.blanton@kylegislature.gov
Bojanowski, Tina	tina.bojanoswki@kylegislature.gov
Bowling, Adam	adam.bowling@kylegislature.gov
Branscum, Josh	josh.branscum@kylegislature.gov
Bratcher, Steve	steve.bratcher@kylegislature.gov
Bray, Josh	josh.bray@kylegislature.gov
Bridges, Randy	randy.bridges@kylegislature.gov
Brown Jr., George	george.brown@kylegislature.gov
Burke, Lindsey	lindsey.burke@kylegislature.gov
Callaway, Emily	emily.callway@kylegislature.gov
Calloway, Josh	josh.calloway@kylegislature.gov
Camuel, Adrielle	adrielle.camuel@kylegislature.gov
Chester-Burton, Beverly	beverly.chesterburton@kylegislature.gov
Clines, Mike	mike.clines@kylegislature.gov
Decker, Jennifer	jennifer.decker@kylegislature.gov
Dietz, Stephanie	stephanie.dietz@kylegislature.gov
Doan, Steven	steven.doan@kylegislature.gov
Donworth, Anne	anne.donworth@kylegislature.gov
Dossett, Myron	myron.dossett@kylegislature.gov
Dotson, Ryan	ryan.dotson@kylegislature.gov
Duvall, Robert	robert.duvall@kylegislature.gov
Elliott, Daniel	daniel.elliott@kylegislature.gov
Fister, Daniel	daniel.fister@kylegislature.gov
Flannery, Patrick	patrick.flannery@kylegislature.gov
Fleming, Ken	ken.fleming@kylegislature.gov
Frazier Gordon, Deanna	Deanna.Gordon@kylegislature.gov
Freeland, Chris	chris.freeland@kylegislature.gov
Fugate, Chris	chris.fugate@kylegislature.gov
Gentry, Al	al.gentry@kylegislature.gov
Gooch Jr., Jim	jim.gooch@kylegislature.gov
Griffiee, Peyton	peyton.griffiee@kylegislature.gov

Grossl, Vanessa	vanessa.grossl@kylegislature.gov
Hale, David	david.hale@kylegislature.gov
Hancock, Erika	erika.hancock@kylegislature.gov
Hart, Mark	mark.hart@kylegislature.gov
Heavrin, Samara	samara.heavrin@kylegislature.gov
Hodgson, John	john.hodgson@kylegislature.gov
Holloway, Kim	kim.holloway@kylegislature.gov
Huff, Thomas	thomas.huff@kylegislature.gov
Imes, Mary Beth	MaryBeth.Imes@kylegislature.gov
Jackson, Kevin	kevin.jackson@kylegislature.gov
Johnson, DJ	dj.johnson@kylegislature.gov
King, Kim	kim.kong@kylegislature.gov
Koch, Matthew	mathew.koch@kylegislature.gov
Kulkarni, Nima	nima.kulkarni@kylegislature.gov
Lawrence, William	william.lawrence@kylegislature.gov
Lehman, Matthew	mathew.lehman@kylegislature.gov
Lewis, Chris	chris.lewis@kylegislature.gov
Lewis, Derek	derek.lewis@kylegislature.gov
Lewis, Scott	scott.lewis@kylegislature.gov
Lockett, Matt	matt.lockett@kylegislature.gov
Maddox, Savannah	savannah.maddox@kylegislature.gov
Marzian, Mary Lou	marylou.marzian@kylegislature.gov
Massaroni, Candy	candy.massaroni@kylegislature.gov
McCool, Bobby	bobby.mccool@kylegislature.gov
McPherson, Shawn	shawn.mcpherson@kylegislature.gov
Meade, David	david.meade@kylegislature.gov
Meredith, Michael	michael.meredith@kylegislature.gov
Miles, Suzanne	suzanne.miles@kylegislature.gov
Moore, Adam	adam.moore@kylegislature.gov
Moser, Kimberly Poore	kimberly.moser@kylegislature.gov
Neighbors, Amy	amy.neighbors@kylegislature.gov
Nemes, Jason	jason.nemes@kylegislature.gov
Osborne, David W.	david.osborne@kylegislature.gov
Payne, J.T.	jt.payne@kylegislature.gov
Petrie, Jason	jason.petrie@kylegislature.gov
Pollock, Michael Sarge	michael.pollock@kylegislature.gov
Proctor, Marianne	marianne.proctor@kylegislature.gov
Rabourn, Felicia	felicia.rabourn@kylegislature.gov
Raymer, Rebecca	rebecca.raymer@kylegislature.gov

Riley, Steve	steve.riley@kylegislature.gov
Roarx, Rachel	rachel.roarx@kylegislature.gov
Roberts, T.J.	tj.roberts@kylegislature.gov
Rudy, Steven	steven.rudy@kylegislature.gov
Sharp, Scott	scott.sharp@kylegislature.gov
Smith, Tom	tom.smith@kylegislature.gov
Stalker, Sarah	sarah.stalker@kylegislature.gov
Stevenson, Pamela	pamela.stevenson@kylegislature.gov
Tackett Laferty, Ashley	Ashley.TackettLaferty@kylegislature.gov
Tate, Nancy	nancy.tate@kylegislature.gov
Thomas, Walker	walker.thomas@kylegislature.gov
Thompson, Aaron	aaron.thompson@kylegislature.gov
Tipton, James	james.tipton@kylegislature.gov
Truett, Timmy	timmy.truett@kylegislature.gov
Upchurch, Ken	ken.upchurch@kylegislature.gov
Watkins, Joshua	joshua.watkins@kylegislature.gov
Wesley, Bill	bill.wesley@kylegislature.gov
Whitaker, Mitch	mitch.whitaker@kylegislature.gov
White, Richard	richard.white@kylegislature.gov
Williams, Wade	wade.williams@kylegislature.gov
Willner, Lisa	lisa.willner@kylegislature.gov
Wilson, Nick	nick.wilson@kylegislature.gov
Witten, Susan	susan.witten@kylegislature.gov

A

- **ABSENCE, EXCUSED** - Not present, with consent of body.
- **ACTS** - The volume of bills enacted at one session; published by the Legislative Research Commission.
- **ACTUARIAL ANALYSIS (AA)** – An attachment to a bill indicating changes to benefits, participation in benefits, or the actuarial accrued liability of any state administered retirement system.
- **ADJOURN (motion to)** - An action to discontinue proceedings for the day; a privileged motion non-debatable, not subject to amendment, and requires for its adoption the assenting votes of a majority of the members present and voting.
- **ADJOURNMENT SINE DIE** - Adjournment without a day. This action ends a session, since no time is set for reconvening.
- **ADMINISTRATIVE REGULATION** - An enactment of law by an executive branch agency or department, under authority granted by the General Assembly.
- **ADMINISTRATION BILL** - Legislation introduced at the behest of the Governor, usually sponsored by the majority floor leader.
- **ADOPTION** - Approval or acceptance; usually applied to resolutions or amendments
- **AMEND (motion to)** - An action to modify the contents of a bill or question under consideration; the motion to amend is in order at any time prior to final passage, unless the previous question has been ordered.
- **AMENDMENT** - Any alteration made or proposed to be made in a bill, motion or clause thereof, by adding, substituting or deleting.

C

- **CHAMBER** - A legislative, judicial or deliberative assembly.
- **CLINCHER** - Procedural act by which a chamber agrees that it shall require the consent of a majority of its members to reconsider a just-adopted bill. "I move the clincher" is an abbreviated way of saying: 'I move that the vote by which House Bill 100 was adopted be reconsidered, and that the motion to reconsider be laid upon the table. Since the rules require a majority of the members elected (20 in the Senate, 51 in the House) to bring a motion off the table, the clincher helps assure that the just-adopted bill will not be reconsidered.
- **COMMITTEE** - A group of legislators, usually members of the same house, assigned to consider some issue or question and submit a report on its recommendations for action by the body which created it.
- **COMMITTEE AMENDMENT** - An amendment to a bill which is attached to the bill by a committee and made a part of the committee's report on the bill.
- **COMMITTEE CHAIR** - The presiding officer of a committee.
- **COMMITTEE, CONFERENCE** - A joint committee of senators and representatives directed to reach agreement on legislation on which the two house are unable to agree.
- **COMMITTEE, INTERIM JOINT** - A committee composed of all members of a Senate standing committee and all members of a House standing committee, which meets between sessions as a subcommittee of the Legislative Research Commission.
- **COMMITTEE REPORT** - The document by which a committee submits its recommendations to its parent body.

- **COMMITTEE, SPECIAL** - A committee established to consider only one issue, and which ceases to exist after submitting its report.
- **COMMITTEE, STANDING** - A committee established to function for the entire session, to consider any questions the body cares to submit to it.
- **COMMITTEE SUBSTITUTE** - A bill offered by a committee in lieu of a bill it has considered; technically, the committee substitute is an amendment to the original bill.
- **COMMITTEE OF THE WHOLE** - Resolution of the entire house membership into a single committee.
- **COMPANION BILL** - A bill which is identical to a bill having been introduced in the opposite house.
- **CONCUR** - Action by one house to agree to modifications of its legislation by the opposite house.
- **CONFLICT OF INTEREST** - Threat to the public interest by a private interest; usually the position of a legislator unable to vote impartially due to some personal interest in a legislative matter.
- **CONSENT CALENDAR** (or consent orders) - A list of bills having had one (or two) reading(s), and on which members in attendance are presumed to vote yes unless they indicate a negative vote prior to the call of the roll.
- **CONSTITUENT** - A citizen who resides in the district of a legislator.
- **CONSTITUTION** - A written instrument defining and limiting the duties and powers of a government, and guaranteeing certain rights to the people who are subject to the edicts of such government.
- **CONSTITUTIONAL AMENDMENT** - A proposal to modify a constitution in some manner.
- **CONSTITUTIONAL CONVENTION** - An assemblage convened for the purpose of writing or rewriting a Constitution.
- **CONSTITUTIONAL MAJORITY** - One more than half of the members of a deliberative body.
- **CONSTITUTIONAL OFFICER** - An officer selected by a legislative body in compliance with a constitutional provision that it do so; in Kentucky these officers are clerk, assistant clerk, enrolling clerk, sergeant at arms, doorkeeper, cloakroom keeper, janitor and page.
- **CONTESTED SEAT** - Assertion by two or more persons of the right to represent a given district in a legislative assembly.
- **CONTINGENCY FUND** - Money appropriated (to the governor in Kentucky) to meet expenses which are unforeseen at the time of budget preparation.
- **CONVENE** - The assembly or meeting of a legislative body, on the periodic basis provided by law.
- **CORRECTIONS IMPACT STATEMENT (CI)** - An attachment to a bill indicating its impact to incarceration at local and state correctional facilities, supervision, or treatment services provided by the Department of Corrections.
- **CO-SPONSOR** - A sponsor of a bill or resolution who is not the principal sponsor.

D

- **DEBATE** - Discussion or a question according to parliamentary rules.

- **DEFICIENCY APPROPRIATION** - An appropriation to compensate for an impending deficit in an account budgeted for the preceding time period.
- **DILATORY** - Designed to cause delay.
- **DISCHARGE PETITION** - A notice filed one day in advance of an attempt to take a bill or resolution from a committee.
- **DISSENT** - Disagreement, or the cast of a negative vote.
- **DISTRICT** - The area or division of the governed territory which is represented by an individual member of its legislative body.
- **DIVISION** - A method of voting by way of a show of hands or by standing; provides a count without a roll call.
- **DIVISION OF A QUESTION** - The separation of one item to be voted on into two or more items to be voted on

E

- **EFFECTIVE DATE** - The date on which a legislative measure begins to function as a part of the law; in Kentucky, most legislation becomes effective 90 days after sine die adjournment.
- **ELECTION** - The process of selecting a person to occupy an office, by way of balloting.
- **EMERGENCY CLAUSE** - Provision in a bill that it become effective immediately upon approval by the governor rather than 90 days after adjournment.
- **ENABLING ACT** - Legislation permitting an entity which depends upon the legislative body for its power to take a certain action.
- **EN BLOC VOTING** - To consider several questions in a single vote; or to vote as a unit on a particular question, as when all senators present are presumed to vote yes enbloc on consent bills.
- **ENACTING CLAUSE** - The clause preceding any legislative measure which expresses formally the legislative sanction of the body promulgating the enactment.
- **ENGROSSMENT** - The act of perfecting an item of legislation in accordance with any amendments which have been adopted to it since its origin.
- **ENROLLMENT** - The act of comparing a printed bill to be transmitted to the governor with the original introduced bill with all amendments, so as to ascertain their identical form.
- **EXECUTIVE ORDER** - Action by the governor in implementing executive authority under the law
- **EXECUTIVE SESSION** - A meeting of any deliberative body which excludes from attendance any person who is not a member of the body or one of its essential staff.
- **EX OFFICIO** - The holding of an office or assumption of a duty by virtue of holding a particular office, as when the majority floor leader is by virtue of that office an ex-officio member of the Legislative Research Commission.
- **EXPUNGE** - Action to delete certain portions of the official record of a governmental body.

F

- **FILE** - A collection of documents belonging in the same or similar category; or the act of presenting a paper or document to an official entity such as a court or legislative body.

- **FISCAL NOTE** - An attachment to a bill or resolution indicating its impact on state finances.
- **FLOOR** - The area of a legislative chamber which is occupied by the members and staff of the body.
- **FLOOR AMENDMENT** - An amendment filed with the clerk to be considered on third reading of the bill to which it has been filed.
- **FISCAL IMPACT STATEMENT** - An analysis and summary of a bill's impact on revenues and expenditures within certain areas. There are five types of fiscal impact statements: Fiscal Note, Actuarial Analysis, Corrections Impact Statement, Mandated Health Benefit, and Local Government Mandate.

G

- **GALLERY** - The area of a legislative chamber from which the proceedings may be viewed by spectators; usually a balcony or other raised area.
- **GENERAL ORDERS** - A list of measures eligible for debate, amendment and voting on a given day without reference to a particular time of day or place in the order of business.
- **GERMANENESS** - The relevance or appropriateness of a particular question, usually an amendment.
- **GERRYMANDERING** - The act of drawing legislative district boundaries so as to gain partisan or fractional political advantages.
- **GOVERNOR'S PROCLAMATION** - The document issued by the governor to convene an extraordinary session of the legislative body.
- **GRANDFATHER CLAUSE** - Exemption from regulation for certain persons having engaged in the regulated activity for a specified period of time prior to the effective date of the regulatory legislation.

H

- **HEARING** - A meeting, usually of a committee, at which testimony on a question or issue is accepted, whether from the public generally or from invited witnesses.
- **HOPPER** - Colloquial name given the repository for bills awaiting introduction; in Kentucky such bills are filed with the clerk.
- **HOUSE** - One body of deliberation in a legislature; customarily a shortened name for the House of Representatives.

I

- **IMMUNITY** - Constitutionally, legislators are privileged from arrest, except for certain offenses, and may not be brought to question for remarks made in speech or debate on the floor.
- **IMPEACHMENT** - A legal procedure, originating in the legislative branch of government, by which public officials may be removed from office by reason of misconduct.
- **INITIATIVE** - A procedure by which the general public may present and require consideration of legislative proposals.
- **INTERIM** - The period of time between sessions of a legislature.

- **INTRODUCTION** - The presentation of a bill or resolution to the legislative body for its consideration.
- **INVOCATION** - The prayer preceding each daily session of a legislative body.

J

- **JOINT SPONSORSHIP** - A procedure in the Kentucky House of Representatives whereby several members may sponsor legislation without one being a principal sponsor, and each bearing equal responsibility as endorsing the measure.
- **JOURNAL** - The official, written record of the proceedings of a legislative body.

K

- **KENTUCKY REVISED STATUTES (KRS)** - The official title of statute law in Kentucky; each bill creates, amends, or repeals a section of the KRS.

L

- **LAY ON THE CLERK'S DESK (motion to)** - An action to place a measure in a position of temporary postponement.
- **LAY ON THE TABLE (motion to)** - An action to declare a measure defeated.
- **LEGISLATIVE ADVOCATE OR AGENT** - A person, usually under hire, engaged in representing a particular interest or group of interests before the legislature; commonly referred to as a lobbyist.
- **LEGISLATIVE ANALYST** - A staff person engaged to determine the effects of legislation, and assist a committee in its deliberations.
- **LEGISLATOR** - A member of the legislature
- **LEGISLATURE** - A deliberative, representative assembly formed by constitution to enact change in statute law; usually the term legislature refers to the state level of government.
- **LOBBYIST** - See Legislative advocate.
- **LOCAL GOVERNMENT MANDATE (LM)** - An attachment to a bill indicating its estimated impact of the bill's changes to local governments' revenues or expenditures.

M

- **MAJORITY CAUCUS CHAIRMAN** - A member affiliated with the majority party, who is responsible for convening the caucus of one party, and presiding over its deliberations.
- **MAJORITY FLOOR LEADER** - A member affiliated with the majority party, designated to act for the party during the proceedings on the floor.
- **MAJORITY PARTY** - The political party whose members occupy at least one more than half of the total membership of the body.
- **MAJORITY WHIP** - A member affiliated with the majority party, designated to assist the floor leader during proceedings on the floor.
- **MANDATED HEALTH BENEFIT (HM)** - An attachment to a bill indicating its impact on health benefit plans.
- **MASON'S MANUAL** - A volume of parliamentary law and procedure providing a basis for ruling on questions of order in the General Assembly.

- **MEMBERS-ELECT** - Persons having been elected members of a legislative body, but not yet having been sworn into office.
- **MEMORIALIZE** - To address or petition another agency or entity of government.
- **MESSAGE** - An official communication from beyond the body which is read into and made a portion of its journal.
- **MINORITY FLOOR LEADER** - The minority party officer corresponding to the majority floor leader.
- **MINORITY REPORT** - A report filed by those members of a committee in the minority relative to the decision of the majority of the committee; the minority report may be adopted in lieu of the majority report.
- **MINUTES** - The written record of proceedings of a deliberative body.
- **MOTION** - A proposal, usually oral, made to the presiding officer calling for specific action by the body; the motion is the principal tool used to conduct legislative business.

N

- **NOMINATION** - The placement of a person's name in consideration for election or appointment to an office.
- **NON-DEBATABLE** - Those subjects or motions which under parliamentary rules may not be discussed or debated.

O

- **OATH OF OFFICE** - Oath or vow taken by public officials prior to being seated and taking up their official duties.
- **OMBUDSMAN** - An official, usually appointed, charged with the duty of receiving and investigating public complaints, and directing action thereon by the responsible agency.
- **ORDER OF BUSINESS** - The defined routine of procedure in the legislative body each day; may be deviated from only by suspension of the rules.
- **ORDERS OF THE DAY** - A list of bills and resolutions scheduled for third reading, debate, amendment and vote on a particular day.
- **OUT OF ORDER** - The offer of an improper motion, amendment or question to a deliberative body.
- **OVERSIGHT COMMITTEE** - A committee, usually legislative, created to maintain a review of some aspect or operation of government, usually related to the executive branch.

P

- **PAIRS, OR PAIRINGS** - An arrangement between two members by which they agree to be recorded as voting on opposite sides of an issue, and be absent when the vote is taken.
- **PARLIAMENTARY INQUIRY** - A question posed to the presiding officer for clarification of a particular point in the proceedings.
- **PASSAGE** - The approval of a bill or resolution by way of an affirmative vote.
- **PER DIEM** - A basis of compensation for services, from day to day.
- **PETITION** - A formal, written request submitted by an individual or group to some official body or agency.

- **PINK SHEET** - The colloquial term applied to the form used for technical or typographical changes to bills in Kentucky without benefit of amendment; this form originates in the Legislative Research Commission.
- **POINT OF ORDER** - The calling of attention to a breach of order or the rules.
- **POINT OF PERSONAL PRIVILEGE** - Defense of the rights, reputation or conduct of a legislator in his or her official capacity.
- **POSTPONE INDEFINITELY (motion to)** - Action to prevent consideration of a measure for the remainder of the session, unless a constitutional majority sustains a motion to reconsider the matter.
- **POSTPONE TO A FIXED TIME (motion to)** - To defer consideration of a question until a time specified in the motion.
- **PRECEDENT** - Previous evidence or example for action or decision of a question.
- **PREFILED BILL** - A bill filed prior to the session, for public discussion and printing.
- **PRESIDENT** - The presiding officer in the Senate.
- **PRESIDENT PRO TEMPORE** - The Senator, elected by the Senate, chosen to preside in lieu of the President when such officer is absent or unable to preside.
- **PRESIDING OFFICER** - The person designated to preside over the proceedings of a legislative body.
- **PRESSURE GROUP** - A group or organization which attempts to influence action on legislation.
- **PREVIOUS QUESTION (motion for)** - Action to prevent additional debate on or amendment of a question, and to cause an immediate vote on the matter at issue.
- **PRIVILEGED MOTION** - motions to which a special status is applied, whereby such take precedence if offered while other matters are pending.
- **PRIVILEGE OF THE FLOOR** - Authorization for members of the general public to visit the floor, granted usually for the day.
- **PROCEDURE** - Rules and traditional practices of the respective houses of the legislature.

Q

- **QUORUM** - The number of members of a legislative body which must be present to transact business.
- **QUORUM CALL** - Action to require a call of the roll to determine the presence of a quorum.

R

- **RATIFY** - To approve and make valid.
- **READING** - Each bill to be enacted in Kentucky must have three readings, at length, in each house.
- **REAPPORTIONMENT** - Redrawing legislative district boundaries so as to provide equality of representation.
- **RECALL** - To cause removal of a legislative enactment or public official by popular action.
- **RECEDE** - To undo action previously taken.
- **RECESS** - Intermission during a daily session, usually for caucus or committee meetings.

- **RECOMMIT (motion to)** - Action to send a measure to committee after it has been previously reported.
- **RECONSIDER (motion to)** - Action to re-take a vote; the motion may be offered only by a member having voted previously on the prevailing side.
- **REFER** - To send a measure or question to committee.
- **REFERENDUM** - Submission of a question to decision by the electorate.
- **RESCIND** - To annul or undo an action previously taken.
- **REPEAL** - To delete and make of no effect.
- **REPORT** - To communicate opinion or recommendations.
- **RESOLUTION, CONCURRENT** - Expression of opinion or request by both houses of a legislature, without the force of law.
- **RESOLUTION, JOINT** - To enact matters of law not to be made a portion of the statutes.
- **RESOLUTION, SIMPLE** - Expression or request by one house.
- **RESOLVING CLAUSE** - Language in a resolution defining the action taken.
- **REVENUE** - The yield of taxes and other sources of public moneys.
- **REVISION** - The process of inserting the enactments of a session into existing statute law.
- **RIPPER BILL** - A colloquial term applied to legislation designed to harm a particular person or bill.
- **ROLL CALL** - To determine a vote on a question by taking of names in favor and opposed.
- **RULES** - A code of procedure adopted by each house of a legislature to govern its operations.
- **RULING OF A CHAIR** - A decision by the presiding officer concerning a question of order or procedure.

S

- **SECTION** - A division of a bill or statute, separated according to topic covered or action taken.
- **SENIORITY** - Length of service as bearing on duties or functions.
- **SESSION, EXTRAORDINARY** - A session convened by call of the Governor; Usually called a "special session".
- **SESSION, REGULAR** - A session convened on a regular basis by way of constitutional provision as to its date and length.
- **SIMPLE MAJORITY** - A majority of those voting on a question.
- **SINE DIE** - See ADJOURNMENT.
- **SPEAKER** - The presiding officer of the House of Representatives.
- **SPEAKER PRO TEMPORE** - The member of the House of Representatives elected to preside in the absence or inability of the Speaker.
- **SPECIAL ORDER** - An action predetermined to occur at a specific time on a specific date.
- **SPONSOR** - The legislator responsible for presenting an item of legislation to the body
- **STATIONERY ALLOWANCE** - each member is given an allowance per session for the purchase of stationery.

- **STOPPING THE CLOCK** - An occasional tactic on the final evening of a regular session whereby the proceedings continue into the following day, with the clock and journal continuing to indicate occurrences of action on the preceding day.
- **SUNSET LEGISLATION** - A law requiring termination of a particular agency or program on a predetermined date, unless justification for continuance is presented to the legislature prior to such occurrence.
- **SUSPEND THE RULES** - Action to negate the application of a particular rule of procedure; the rule and purpose must be stated in the motion to suspend.

T

- **TERM OF OFFICE** - The period of time for which a person is elected or appointed to occupy an office or position.
- **TITLE** - A caption indicating the subject matter of a bill or resolution, required by the Constitution.

U

- **UNANIMOUS CONSENT** - A vote, by voice, expressing adoption of a question without dissent or objection.
- **UNICAMERAL** - A legislature composed of one house.

V

- **VETO** - Rejection of an enactment without authority to modify; usually the prerogative of the Governor.
- **VETO OVERRIDE** - Authority of the legislature to overturn a rejection of legislation by the Governor.
- **VOICE VOTE** - A method of voting whereby only a vocal response to a question is indicated.
- **VOTE** - A decision on a question by a member of a deliberative body, either affirmative or negative.

W

- **WITHDRAW** - To recall, remove or delete a question from consideration.

Y

- **YIELD** - A parliamentary term referring to the cession of the floor by one member to another.

I AM A SOCIAL WORKER WHO.....

THANK YOU!