



Anne Tonnon Byers
 SERGEANT AT ARMS
 WISCONSIN STATE ASSEMBLY

Patrick McKee
 ASSISTANT SERGEANT AT ARMS

To: ALL ASSEMBLY LEGISLATORS
From: Anne Tonnon Byers
Date: January 13, 2023
Re: Committee Room Assignments 2023-2024 Session

Tuesday Even		Wednesday Even		Thursday Even	
Energy & Utilities (16) Steffen	225NW	Jobs, Economy & Small Business(12) Gundrum	225NW	Criminal Justice & Public Safety (15) Spiros	225NW
	300NE	Children & Families (12) Snyder	300NE	Environment (9) Oldenberg	300NE
Forestry, Parks & Outdoor Recreation (15) Mursau	328NW	Tourism (12) Magnafici	328NW	Insurance (12) Dittrich	328NW
Labor & Integrated Employment (9) Penterman	400NE	Regulatory Licensing Reform (9) Sortwell	400NE	Consumer Protection (9) Callahan	400NE
Agriculture (15) Tranel	GAR	Sporting Heritage (12) Pronschinske	GAR	Veterans & Military Affairs (15) Edming	GAR
Corrections (15) Schraa	415NW		415NW	Housing & Real Estate (15) Brooks	415NW
Tuesday Odd		Wednesday Odd		Thursday Odd	
Workforce Development & Economic Opportunities (15) Petryk	225NW	State Affairs (14) Swearingen	225NW	Colleges & Universities (15) Murphy	225NW
Campaigns & Elections (9) Krug	300NE	Financial Institutions (10) Duchow	300NE	Rural Development (12) Armstrong	300NE
Mental Health & Substance Abuse Prevention (12) Tittl	328NW	Local Government (12) Novak	328NW	Ways & Means (12) Macco	328NW
Government Accountability & Oversight (7) Knodl	400NE	Family Law (9) Rozar	400NE	Judiciary (7) Tusler	400NE
Transportation (14) VanderMeer	GAR	Health, Aging & Long Term Care (16) Moses	GAR	Education (15) Kitchens	GAR
	415NW		415NW		415NW

Note to Committee Chairs: How the Even/Odd System Works

Assembly leadership has established a system of alternating even and odd weeks for the allocation of committee meeting dates and rooms. This has been done for several reasons. It helps to minimize situations in which members have multiple hearings to attend simultaneously. It also increases our ability to assure that committee chairs will have access to the hearing rooms they need when they want to hold committee meetings.

There are several ways for the committee chair to determine whether a date on which he or she proposes to meet falls within an “even” or “odd” week. Attached to this memo is a calendar of the biennium, indicating which weeks are even and which are odd.

Presumptive Right of Access

There are a number of good reasons for committee chairs to schedule their hearings on their assigned day. The best reason is that, with the exception of certain events sponsored by the Assembly leadership (like party caucuses), a committee chair has bumping rights over other events scheduled in the room assigned to his or her committee – including other committee hearings. So scheduling a hearing on the scheduled day and in the assigned room greatly reduces the chance that the chair will be asked to change rooms or to re-schedule his or her hearing. Our office will also require the permission of the Speaker’s office to schedule hearings for committees outside of their regularly scheduled day.

Why This Room?

Unfortunately, the amount of space available to the Assembly for hearings is limited. In developing these room assignments, we took a lot of different things into consideration including the committees similarities, the number of legislators on each committee, where the committee previously met, the amount of overlap members might experience with other committees, the precious workload of each committee, and the size of the crowds the committee is likely to draw. The assignments have been developed in coordination with the Speaker’s office. Out of fairness to everyone, our inclination is to leave the assignments as unchanged as possible. However should considerable conflicts arise once committees start to meet regularly, we will take those into consideration and make changes as warranted, based on practical experience.

Reserving Your Room

Committee chairs are respectfully asked to contact Pat McKee (237-9624) or pat.mckee@legis.wi.gov to reserve a hearing room for their committees. Rooms may also be requested online by access the Room Management System at <http://rms>. It is imperative that the Sergeant’s office be called to check on room availability before a hearing notice is published. Even though committee chairs have bumping rights in their assigned rooms, it is not safe to assume automatically that a given room is available. A committee’s room may already be reserved for a superseding use, such as a partisan caucus, leadership press conference, or the like. Additionally, we need to make sure the meeting actually gets added to our schedule, so we can assign a messenger to work at the hearing and make sure the room is set up in advance.



Important - Please do not assume that your room is available. The Sergeant’s office should **always** be contacted prior to scheduling a hearing. We would not want a committee clerk, chair, or other committee members to be embarrassed by not having the committee set up or worse yet not having a committee room available at all.

In addition, it is important to notify us if you expect to have an extraordinary large turnout at a committee meeting so that we can try to accommodate all who are in attendance.

Questions?

Please feel free to call me at 237-9623. I can also be reached at atonnon@legis.wi.gov