

THE AMERICAN LEGION, DEPARTMENT of MISSOURI
STANDARD OPERATING PROCEDURE

Legislative Assistants Committee

Purpose: The Legislative Assistants Committee is responsible for the oversight of the Missouri American Legion Legislative Program, to include the National American Legion legislative Program and the operation of the program in general. The Legislative Assistants Committee services as the principles advisors to the Department Commander on legislative affairs.

Membership: The Legislative Assistants Committee will consist of six (6) members appointed by the Department Commander with the approval of the Department Executive Committee. Initially, two (2) members will be appointed for a three (3) year term, two (2) members for a two (2) year term and two (2) members for a one (1) year term. Each succeeding commander will appoint two (2) members for a three (3) year term. Each commander will appoint the chairperson of the Legislative Assistants Committee from among the commission members.

Duties

1. The Legislative Assistants Committee will prepare the legislative agenda of Missouri American Legion legislative program and provide the priorities to the Department membership.
2. The Legislative Assistants Committee may select Legislative Award winners from both the Missouri House of Representatives and the Missouri Senate each year to be presented at the Department Convention with approval of the Department Executive Committee. If there are no recommendations, the award(s) does not have to be given.
3. The Chairperson of the Legislative Assistants Committee will serve as the principal legislative contact with the Missouri Association of Veterans Organizations (MAVO) and coordinate the Missouri American Legion agenda with the MAVO Legislative Committee.
4. The Chairperson of the Legislative Assistants Committee will provide a report at all Department Conferences and the Department Convention and will host the Legislative Award winners at the Department Convention. The Chairperson will also prepare a Legislative article for publication in each issue of The Missouri Legionnaire. All reports and articles will cover both State and National Legislation of interest to veterans.

The Chairperson serves as the Liaison with The American Legion National Legislative Commission and includes:

1. Selection for The American Legion National Legislative Liaison Council of the Legislative Liaison for each Missouri Representative and each Missouri Senator serving in Congress in accordance with The National Legislative Commission guidelines.
2. Preparation for the annual Department Legislative Report to The National Legislative Commission.

Prepared by: _____

Reviewed/Approved by: _____

Adopted: _____