



# THE 2019 ENERGY POLICY SUMMIT AND CAPITOL HILL DAY

February 26-28, 2019 / Washington D.C.



REGISTER NOW AT [AABE.ORG/ENERGYPOLICYSUMMIT](http://AABE.ORG/ENERGYPOLICYSUMMIT)

## Frequently Asked Questions

### **What is Hill Day?**

The purpose of the Association's Hill day is for our members to engage with House and Senate members on issues that are important to the Association and the energy industry. Engagement with members of Congress is most effective when you are a constituent of the office you are visiting. With that in mind we will seek to ensure that each participant has an opportunity to meet with their U.S. Senate and House office.

### **Will I be by myself or will I be paired with others?**

Depending on the number registered for Hill Day, participants will travel in groups of 2-4, allowing the group to visit each participant's House or Senate office.

### **Will I receive training or instruction before going to the Hill?**

Yes. Prior to going to the Hill there will be an orientation, instructions, and opportunity to practice meeting with members of Congress and staff.

### **What issues should I talk about when I visit congressional offices, and who will lead our discussion?**

You should expect your meetings to last approximately 15 minutes each, and certainly no longer than 30 minutes. Sometimes, the most successful meetings are concise with limited requests for consideration. The Association recommends you cover three topics: (1) Workforce Development and Supplier Diversity; (2) LIHEAP Funding; and (3) An issue important to your industry consistent with Association principles. Please contact Tracey Woods at [twoods@aabe.org](mailto:twoods@aabe.org) at least one week before Hill Day to identify the issue you want to discuss, and we will prepare the needed information for you to leave with your member of Congress.

**Should I exchange business cards at the meeting and should I leave other information?**

You should bring several business cards for your meetings. That said, you will leave three one-page documents for staff and members of Congress, one for each issue discussed above. The Association will provide copies of needed documents.

**Will my meetings be with a Senator or Representative, or will I be meeting with staff?**

We will do our best to schedule meetings with your Senator or Representatives, however most meetings will be with staff assigned to the relevant issues, and could include the Chief of Staff and Legislative Director. This is not unusual, and you should not feel slighted if you're unable to meet with a Member of Congress. The vast majority of meetings on the Hill are with staff on whom Members rely for advice and counsel.

**Do I have to schedule my meetings?**

The Association will schedule all meetings on your behalf.

**What should I wear?**

Business dress is the general rule, but please ensure you bring comfortable footwear for walking.

**Where do I go for lunch?**

Lunch is on your own. Please see the [Lunch-Link](#) for where to eat in the House and Senate buildings and around the Capitol.

**Important Considerations:**

- Be on time.
- Don't be surprised if members of Congress and/or their staff are not on time. Congressional schedules are demanding, so please be flexible and patient. The Association will schedule your meetings to accommodate possible later start times.
- Be responsive to questions, but if you don't know the answer, there is no harm in letting the office know you will get back with them with the appropriate information. DO NOT WING-IT— this places your reputation and the reputation of the Association on the line.
- Be appreciative and thank your elected official or staff person.
- Following the meeting, send a thank you email to those with whom you met, and if you have an upcoming local chapter event in the district or with your company, consider extending an invitation.