



## Agency Bill Drafting Workshop Agenda

May 11, 2026

9:30 a.m. to 12:00 p.m.

Room 172 (*rescheduled from Room 317*), State Capitol Building and Zoom

- 9:30 a.m. Introductions
- 9:40 a.m. The Art & Science of Bill Drafting
- \* Overview of the art & science of bill drafting – Todd Everts
  - \* Constitutional & legal considerations – Jaret Coles
  - \* Overview of the legal review note process – Todd Everts
  - \* Bill drafting & technical rules – Julie Johnson
  - \* The anatomy of a bill – Laura Sankey Keip
  - \* Drafting aids & tools of the trade  
& the Bill Drafting Manual – Rachel Weiss
  - \* Bill drafting macros – Julie Johnson
- 11:00 a.m. BREAK
- 11:10 a.m. \* Searching the Montana Code Annotated on Folio – Jaret Coles
- 11:25 a.m. \* Legislative Branch Website Bill Explorer Abbreviated  
Tutorial -- Rachel Weiss
- 11:40 a.m. Agency Bill Drafting Deadlines – Todd Everts & Rachel Weiss
- New Deadlines for Agency Bill Draft Submission
    - Tips: Getting Members Signature on Preintroduction Form
      - Appropriation Bills Need a House Member
  - Agency Bills vs. Bills Sponsored by a Member
  - Communication with Bill Drafter Assigned to the Draft -- Point of Contact
- 11:50 a.m. Wrap-Up - Questions
- 12:00 p.m. Adios - Evaluations for the Workshop

Please Contact Jaret Coles at least 24 hours prior to the meeting if you desire the Zoom link:  
[jaret.coles@legmt.gov](mailto:jaret.coles@legmt.gov)