

February 18, 1986

MEMORANDUM

TO: Regional Vice President
Regional Directors

FROM: Cathey Yoe

RE: Rollcall Votes

Just a reminder that we need copies of all rollcall votes on all bills of interest to the Tobacco Institute and its members. This request for rollcalls was made at the lobbyist meetings last fall. Two of our member companies have strongly expressed their need for this information, and I have only been able to partially respond.

Floor votes are, of course, most important, but committee rollcalls should also be reported, when available.

Please send to me by mail a copy of the rollcall in whatever format is most convenient for you. This may be a page from the House or Senate journal, a newspaper clipping or a computer printout from the clerk's office. Just make sure that these points are clear:

- o the bill number
- o the motion being decided
- o the body voting
- o the date of the vote
- o votes for all members

Committee votes may be sent on the electronic Legis-Trac if there are only a handful of members and it is convenient for you. Otherwise, do not take time to retype a rollcall vote that the lobbyist has sent you in another form.

Do not hold rollcall votes until you prepare a full after-action report; send them to my attention by regular mail as soon as possible. Rollcall votes on significant bills and compiled voting records for individual legislators are available on line to the companies and field offices through NEWINF -- but only if you report them.

cc: State Activities Headquarters Staff