

### THIRD FLOOR

## Arkansas Senate

Suite 320

**501-682-2902 (In Session)**

501-682-6107 (Out of Session)

The Arkansas Senate is located at the south end of the third floor. The Senate gallery, generally available to the public, is located on the fourth floor. Guides are stationed outside the Senate chamber during session.

While Senators are often in the Senate chamber, their offices are scattered throughout the south end of the Capitol.

If you'd like to speak with a senator, ask a guide to send a note into the chamber. If the senator is inside and is free to speak, they should step outside to visit with you.

The Senate generally convenes at 1:30 PM each afternoon unless otherwise specified. A live video stream is available on the Senate website.

Learn more at [senate.arkansas.gov](http://senate.arkansas.gov).

#### SENATE MAKEUP AND LEADERSHIP

- **35 Members:** 28 Republicans, 7 Democrats
- **President Pro Tem:** Senator Jimmy Hickey, Jr. (R-Texarkana)
- **Majority Leader:** Senator Scott Flippo (R-Bull Shoals)
- **Majority Whip:** Senator Mat Pitsch (R-Fort Smith)
- **Minority Leader:** Senator Keith Ingram (D-West Memphis)
- **Minority Whip:** Senator Larry Teague (D-Nashville)

#### CONTACT GOVERNOR ASA HUTCHINSON

The governor's office is on the north end of the second floor. You can call the office at (501) 682-2345, or you can use the contact form found at [governor.arkansas.gov](http://governor.arkansas.gov). You can also tweet at him: @AsaHutchinson. Always be polite.

Social media can be a powerful tool.

### BE POLITE, BRIEF, AND TO THE POINT

## Keys to Connecting

**Legislators are very busy during session.** If the one with whom you want to speak isn't free, don't worry; just be patient. **Here are a few tips for connecting:**

- **Let them know you're coming** with a phone call or email (or both) in advance. Include your name, phone number, and the reason you're coming.

- **Be aware of the times committees and the House and Senate meet.** It can be tougher to speak with a legislator during these times, but you might catch them on their way in or out of a meeting. These times are also great opportunities to watch them in action.

- **Be polite, be brief, and get to your point.**

Legislators are more likely to listen, and they'll appreciate your concern for their time.

- If you're concerned about a specific bill, know the bill number (ex. HB1001, SB1). If possible, have a copy of the bill with you.

- **Leave them with something:** a card, a note, a one-page brief about your position. Include your contact information.

- **Follow up.** Call, send a note, or email. Restate your name and concern, and thank the legislator for their time. Make sure they know you'll continue to follow their actions on the issue.

- **Stay in frequent, regular contact.** If they vote with you, thank them. If they don't, politely express your disappointment.

- **Always be polite and show respect.** They might not be with you now, but you never know when you might be able to win their support—so keep the relationship going.

Follow all posted guidelines and staff requests.

### 2021 SECOND EDITION

## Determined Constituent

### GUIDE TO THE ARKANSAS STATE CAPITOL

The 93rd General Assembly began Monday, January 11, 2021. The session should end sometime in April or May. During session, lawmakers generally meet Monday through Thursday.

The Capitol is located at 500 Woodlane Street, Little Rock, AR, 72201. The Capitol is generally open from 8:00 AM to 5:00 PM weekdays. Parking and other information is available at [sos.arkansas.gov](http://sos.arkansas.gov).

► The Covid-19 pandemic has required changes be made to long-standing committee schedules and room assignments, in addition to requiring safety measures intended to keep the public, staff, and legislators safe. **Wear a mask, and follow all posted guidelines and staff requests.**

## Finding Your Way Around

All visitors must go through security. **Elevators** are found on the east side of the building. Public Wi-Fi is available throughout most of the Capitol.

**Basement:** 500 Grill, **restrooms**

**First Floor:** ATM, Capitol Police, press offices (east lobby), gift shop and post office (rotunda), **restrooms**, House and Senate committee rooms, House and Senate Public Comment Holding Rooms (PCHR), Commissioner of State Lands

**Second Floor:** Senate PCHR, Governor, Secretary of State, Auditor, Treasurer, Lieutenant Governor, Old Supreme Court (OSC)

**Third Floor:** House and Senate chambers, vending

**Fourth Floor:** House and Senate galleries

Find a schedule and more at [www.arkleg.state.ar.us](http://www.arkleg.state.ar.us).

### THIRD FLOOR

## Arkansas House

Suite 350

### 501-682-6211 (In Session)

501-682-7771 (Out of Session)

The House of Representatives is located on the north end of the third floor. The House gallery, generally available to the public, is on the fourth floor. Visitors must sign in to see staff. During session, look for a “Red Coat” for help.

While House members are often in the House chamber, their individual offices are located throughout the Capitol.

If you’d like to speak with a representative, ask a Red Coat to send a note into the chamber. If the legislator is inside and is free to speak, they should step outside to visit with you.

The House generally convenes at 1:00 PM each afternoon unless otherwise specified. A live video stream is available on the House website.

Learn more at [arkansashouse.org](http://arkansashouse.org).

#### HOUSE MAKEUP AND LEADERSHIP

- **100 Members:** 78 Republicans, 22 Democrats
- **Speaker:** Rep. Matthew Shepherd (R-El Dorado)
- **Speaker Pro Tem:** Rep. Jon Eubanks (R-Paris)
- **Majority Leader:** Rep. Austin McCollum (R-Bentonville)
- **Majority Whip:** Rep. John Payton (R-Wilburn)
- **Minority Leader:** Rep. Tippi McCullough (D-Little Rock)
- **Minority Whip:** Rep. Denise Garner (D-Fayetteville)

#### SEND A MESSAGE TO MEMBERS

Call the in-session phone numbers for the chambers to leave a message for a legislator, and a “pink slip” (a note) is left on their desk. A stack of them can send a real message.

Social media can be a powerful tool.

### FIRST FLOOR AND “BIG MAC”

## House Standing Committees

The House has 10 standing committees split into five “A” and five “B” committees. Due to Covid-19 protocols, long-standing schedules have changed. Unless otherwise specified, “A” committees meet at 9:30 AM or **2:00 PM** Tuesdays and Thursdays, while “B” committees meet at 9:30 AM or **2:00 PM** Mondays and Wednesdays. Committees can (and often do) meet at other times, particularly near the end of session. Meetings are always livestreamed.

If you wish to speak at a committee hearing, you must sign in. Ask staff for guidance.

Due to Covid-19 protocols, long-standing room assignments have changed. Most House committees now meet in the Multi-Agency Complex located immediately to the west of the Capitol. The building is referred to as “Big MAC.” “Public Comment Holding Rooms” have been established for overflow capacity.

#### HOUSE “A” COMMITTEES - Room (Holding Room)

Education	Rm 151 (149)
Judiciary	MAC A (Lobby)
Revenue and Taxation	MAC C (4 <sup>th</sup> floor)
Public Health, Welfare, and Labor	MAC C (4 <sup>th</sup> floor)
Public Transportation	Rm 151 (149)

#### HOUSE “B” COMMITTEES - Room (Holding Room)

Aging, Children and Youth, Legislative, and Military Affairs	MAC A (Lobby)
Agriculture, Forestry, and Economic Development	Rm 151 (149)
City, County, and Local Affairs	MAC C (4 <sup>th</sup> floor)
Insurance and Commerce	MAC C (4 <sup>th</sup> floor)
State Agencies and Governmental Affairs	Rm 151 (149)

Always check the schedule before traveling.

### FIRST AND SECOND FLOORS

## Senate Standing Committees

The Senate has nine standing committees: four “A,” four “B,” and one “C.” Due to Covid-19 protocols, long-standing schedules have changed. Unless otherwise specified, “A” committees meet at 9:30 AM or **2:00 PM** Mondays and Wednesdays, while “B” committees meet at 9:30 AM or **2:00 PM** Tuesdays and Thursdays. The “C” committee meets at 9:30 AM on Tuesdays and Thursdays. Committees can (and often do) meet at other times, particularly near the end of session. Meetings are always livestreamed.

If you wish to speak at a committee hearing, you must sign in. Ask staff for guidance.

Due to Covid-19 protocols, long-standing room assignments have changed. All Senate committees meet in the Capitol. “Public Comment Holding Rooms” have been established for overflow capacity.

#### SENATE “A” COMMITTEES - Room (Holding Room)

Education	OSC (272)
Judiciary	Rm 171 (207)
Revenue and Tax	OSC (272)
Public Health, Welfare, and Labor	Rm 130 (138)

#### SENATE “B” COMMITTEES - Room (Holding Room)

Agriculture, Forestry, and Economic Development	Rm 130 (138)
City, County, and Local Affairs	Rm 171 (207)
Insurance and Commerce	Rm 171 (207)

State Agencies and Governmental Affairs OSC (272)

#### SENATE “C” COMMITTEE - Room (Holding Room)

Transportation, Technology, and Legislative Affairs	OSC (272)
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