



MEETING TIPS

Preparing for your meeting

- [Go to CHCANYS' website for advocacy materials.](#) CHCANYS has information to help you decide on your talking points as well as materials that you can leave with your elected officials.
- Research your elected officials to learn more about the committees they sit on and what their interests are to help tailor your talking points.
- Decide who will attend the meeting, plan out the meeting, and make sure each person has a role.
- Prepare your stories and your talking points. Make sure to prioritize your requests if you have many requests.
- If meeting virtually, share meeting materials in advance of the meeting.
- If meeting in-person, give yourself time to find the office/meeting place.

Sharing your story

"I've learned that people will forget what you said, people will forget what you did, but people will never forget how you made them feel." – Maya Angelou

- Stories are powerful. They help us learn about each other, create shared experiences, and build connections. A compelling story will evoke feelings, influence, and inspire people to act.
- Prepare the story you will be sharing with your elected officials, especially if there will be many participants sharing their story.
- The story should align with the purpose of the meeting.
- The story should have a challenge, a choice, and an outcome. Make sure to paint a vivid picture and provide details.

Meeting with your elected officials and/or their staff

- Introduce yourself and your health center. If there are additional participants, make sure they introduce themselves too.
- Thank them for any support they have shown in the past and/or continue to show.
- Share your story and talking points.
- Be respectful and concise. Clearly state issues in plain language without using acronyms.
- Don't feel compelled to answer questions you don't know. Tell them you don't know but will be happy to follow up.
- Don't be confrontational or argumentative.

After the meeting

- Follow up with any materials or questions discussed during the meeting.
- Thank them again for the meeting.
- Offer a tour of your health center.
- Share with CHCANYS any relevant intel.