

ELIZABETH DUNNE RICHARDSON
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EXPERTISE:

Comprehensive knowledge of federal government affairs across range of domestic and international issues, with particular proficiency in Congressional and Legislative Affairs. Ability to utilize detailed knowledge of congressional procedures, policies, budget and appropriations in order to achieve objectives by communicating in writing and through conversations.

GOVERNMENT AFFAIRS EXPERIENCE:

Alliance for Health Policy

*Executive Assistant to the CEO and President
Liaison for the Board of Directors*

2022-Present

Planned and coordinated the CEO and President's schedule and also responsible for all Board of Director's meetings and activities.

Legislative Consultant

2011-2013

Performed detailed analyses and reports on individual State's implementation of the Patient Protection and Affordable Care Act (PPACA) as an independent contractor working with a Lobbyist whose clients were interested in cultivating PPACA-related new business opportunities.

Department of Housing and Urban Development through NAI

2006-2007

Legislative Specialist, Office of General Counsel

Responsible for research on congressional housing proposals within the Legislation and Regulation Division of the Office of General Counsel (OGC) within the Department of Housing and Urban Development (HUD). Conducted research using key Congressional sources like the Congressional Record, Committee Reports and Thomas, the congressional online legislative tracking service maintained by the Library of Congress. Assisted HUD officials in monitoring legislative schedule, and covering congressional authorizing and appropriations committee hearings on behalf of OGC. Prepared summaries of the congressional hearings with an emphasis on the issues of greatest importance to HUD and the Administration.

Ripon Educational Fund

2004-2005

Policy Director

Developed program for international conferences, including drafting policy proposals, identifying expert U.S. and European speakers from the private and public sectors and coordinating their testimony. As Policy Director, I met with the Hungarian Ambassador to the U.S., and with the Chief of Staff for the U.S. Ambassador to Hungary and held extensive discussions, in person and over the phone with them and their senior staffs, to explain legislative and regulatory issues of mutual interest. Also was responsible for conducting several Washington, DC-based policy programs each year by planning the topic, inviting Members of Congress and corporate expert speakers and writing a summary of each these programs. Programs covered diverse topics including healthcare information technology, hard-versus-soft diplomacy and financing of international terrorism. Performed ongoing legislative research so that policy topics were relevant and timely for the conference host country and Ripon Educational Fund corporate members.

U.S. Representative E. Clay Shaw, Jr.

1999-2002

Senior Legislative Assistant

1985-1990

Earned increasing levels of responsibility, beginning as a Staff Assistant, culminating in assignment as Senior Legislative Assistant (LA) handling the Ways and Means Subcommittee on Health. Throughout my tenure as a LA, I drafted responses to Congressional correspondence and inquiries. Researched legislation and made recommendations, in personal briefings and in writing, to the Congressman on legislation and regulatory matters. Planned and implemented Congressional hearings, town hall meetings and press conferences. Demonstrated ability to draft legislation, speeches, constituent letters, and testimony for hearings, floor statements and newsletter articles. Designed and implemented legislative strategies to help the Congressman get his proposals enacted and funded, including provisions in Anti-Drug Abuse Act of 1988 and the Medicare, Medicaid, and SCHIP Benefits Improvement and Protection Act of 2000.

Bracewell & Patterson, LLP

1996-1999

Legislative Consultant

Provided broad range of lobbying, legislative analysis, policy research and strategic political services to various clients, including the Physician Insurers Association of American. Communicating complex and detailed information on legislation affairs and public policy was my daily responsibility. Cultivated and maintained key Member and staff contacts by initiating meetings and by cosponsoring and attending political functions. Attended hearings and summarized hearing issues, including health care liability reform, nuclear waste and health care reform.

Physician Insurers Association of America

1994-1996

Legislative Liaison

Established governmental relations program for association of physician owned and/or directed medical professional liability insurance companies. As the Legislative Liaison for the Physician Insurers Association of American (PIAA) I initiated and developed special materials including staff papers, charts, graphs, reports and summaries when requested by Members of Congress, their staffs and Congressional Committees. For example, I drafted and produced multiple copies of a Formal Report for the House Budget Committee, which I subsequently used to brief key Members of Congress in both the House and Senate. This report was a compendium of very complex studies written by public and private experts which purported to show how the enactment of medical liability reform would achieve significant federal budgetary savings. Worked closely with the Executive Director and outside Counsel to increase congressional awareness of the PIAA member companies' interests in Federal legislation. Implemented PIAA's federal legislative agenda and served as PIAA representative to the Health Care Liability Alliance and the American Tort Reform Association. Conducted congressional briefings, drafted issue papers and talking points for Members of Congress and their staffs.

U. S. Representative Rob Portman
Senior Legislative Assistant

1993-1994

Served as senior analyst for health care, budget, tax and retirement issues. I drafted responses to Congressional correspondence and inquiries. Reviewed all proposed health legislation on behalf of Rep. Portman, analyzing, evaluating and interpreting legislation and legislative regulations and policies to determine if it was consistent with Rep. Portman's policies and objectives. For each pending bill, prepared briefing materials, detailed analysis and recommendations for Rep. Portman. These analyses included formulating a policy position on each bill, recommendations on pending amendments that would make substantive changes to the underlying legislation, as well as cost estimates. Drafted policy statements, talking points, issue papers, speeches and correspondence. Staffed meetings for Congressman on current and proposed legislation.

Office of National Drug Control Policy
Special Assistant for Congressional Relations

1990-1993

As a Special Assistant for Congressional Relations in the Office of National Drug Control Policy (ONDCP), I represented the agency's interests in meetings, briefings and negotiations with House and Senate staff and other Cabinet Departments, including the Office of Management and Budget, Department of Health and Human Services and the Department of Labor. I periodically attended the weekly ONDCP Senior Staff meeting in order to update the Director and his senior staff (including the Deputy Directors, the Director of Policy, Planning and Budget, the Press Secretary and the Director of Congressional Relations) on my analysis, evaluations and interpretations of regulations and policies impacting drug treatment programs. I also served as contact for individual U.S. Representatives and U.S. Senators offices. I drafted responses to Congressional correspondence and inquiries, as well as, testimony for federal officials for hearings before Congressional committees. Following Congressional hearings, I prepared post-hearing materials, and summary reports. Recommended to the Director of Congressional Affairs legislative strategies on bills and amendments in order to implement Administration policies and positions.

EDUCATION:

Wake Forest University
Bachelor of Arts in Politics, Cum Laude

1984

Congressional Research Service Congressional Institutes
Introductory and Advanced Legislative Institute

1985-1986

AFFILIATIONS AND COMMUNITY SERVICE:

Junior League of Washington
Gonzaga College High School Mother's Club
St. John Academy-Secretary to the Academy's Parent Teacher Organization Executive Committee
St John Episcopal-Altar Guild, Sunday School Teacher
Realtor-Member of National Association of Realtors