

Managing Congressional Member Data

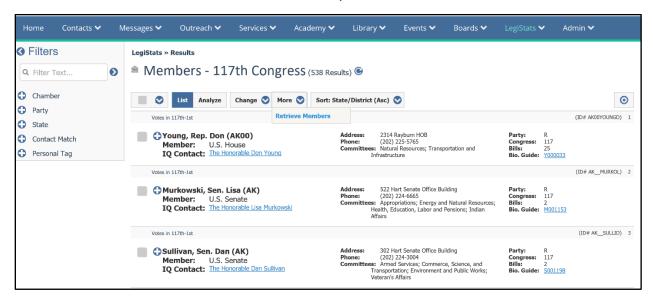
Market: House, Senate

Description: These instructions teach users how to manage congressional member information

stored in IQ.

Retriveing Member Information

- 1. Navigate to LegiStats > Members, Votes, or Actions > Members- Current Congress.
- 2. Click More > Retrieve Members. IQ updates all Member Data.



Creating IQ Contacts for Members

- 1. Navigate to LegiStats > Members, Votes, or Actions > Members- Current Congress.
- 2. Click More > Retrieve Members.
- **3.** Select the row of the Member's record. Click **Change** > **Match with Contacts**.

Match Members to Existing IQ Contact Records				
Member	Possible Contact Matches Uncheck All			
	STI STIESTON			
Adams, Alma [D-NC12]	No matches found.			
Amash, Justin [R-MI03]	No matches found.			
Amodei, Mark [R-NV02]	No matches found.			
Ayotte, Kelly [R-NH]	No matches found.			
Baldwin, Tammy [D-WI]	No matches found.			
Barber, Ron [D-AZ02]	No matches found.			
Barletta, Louis [R-PA11]	No matches found.			
Barr, Andy [R-KY06]	No matches found.			
Bass, Karen [D-CA37]	No matches found.			
Beatty, Joyce [D-OH03]	No matches found.			
Becerra, Xavier [D-CA34]	The Honorable Xavier Becerra, 1119 Longworth Hob			
Benishek, Dan [R-MI01]	No matches found.			
Bentivolio, Kerry [R-MI11]	No matches found.			
Bera, Ami [D-CA07]	No matches found.			
Bilirakis, Gus [R-FL12]	The Honorable Gus Bilirakis, 1630 Longworth Hob			
Black, Diane [R-TN06]	No matches found.			
Blumenthal, Richard [D-CT]	No matches found.			
Blunt, Roy [R-MO]	No matches found.			
Bonamici, Suzanne [D-OR01]	No matches found.			
Booker, Cory [D-NJ]	No matches found.			
Boustany, Charles [R-LA03]	The Honorable Charles Boustany Jr., 1117 Longworth Hob			
Brat, Dave [R-VA07]	No matches found.			

- **4.** After matching the Member's information with existing IQ Contact records, click **Change> Create Contacts**.
- 5. Click Save.
- **6.** Repeat the same steps for **Add Affiliation**, **Update Address** and **Update Committee** to update your Member of Congress Contact record.

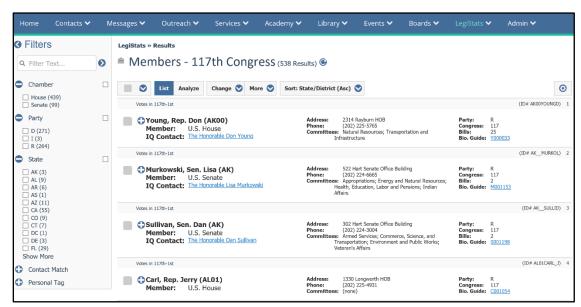


Member		Member Record	Update
	Contact Record		Un-check All
Alexander, Rodney [R-LA05]	316 Cannon Hob	316 Cannon HOB	✓
Andrews, Robert [D-NJ	01] 2439 Rayburn Hob	2265 Rayburn HOB	✓
Bachmann, Michele [R-MN06]	412 Cannon Hob	2417 Rayburn HOB	✓
Bachus, Spencer [R-AL06]	2246 Rayburn Hob	2246 Rayburn HOB	✓
Barrow, John [D-GA12]	213 Cannon Hob	2202 Rayburn HOB	✓
Barton, Joe [R-TX06]	2109 Rayburn Hob	2107 Rayburn HOB	✓
Bennet, Michael [D-CO] 702 Hart Senate Office Building	458 Russell Senate Office Building	✓
Bishop, Rob [R-UT01]	124 Cannon Hob	123 Cannon HOB	✓
Bishop, Sanford [D-GA	02] 2429 Rayburn Hob	2429 Rayburn HOB	✓
Bishop, Tim [D-NY01]	225 Cannon Hob	306 Cannon HOB	✓
Blackburn, Marsha [R-TN07]	509 Cannon Hob	217 Cannon HOB	✓
Blumenauer, Earl [D-OR03]	2267 Rayburn Hob	1111 Longworth HOB	✓
Boehner, John [R-OH08	1011 Longworth Hob	1011 Longworth HOB	✓
Bonner, Jo [R-AL01]	422 Cannon Hob	2236 Rayburn HOB	✓
Rordallo Madoloino	427 Cappon Hob	DAA1 Payburn HOR	



Searching for Members

When you click on the **Members - Current Congress** or **Members - Prior Congresses** links in the **LegiStats** module, IQ takes you to a list of all downloaded members for the Congress selected in your User Preferences. You can filter based on information such as Chamber, Party, State, Member Name, Congress, Party, or Committee.



Clicking the connext to a Member's Name will expand **LegiStats** data collected for that member, including links to Congressional Bills sponsored by that Member of Congress.



(ID# HI_SCHATB) 154

Schatz, Sen. Brian (HI) Member: U.S. Senate

IQ Contact: The Honorable Brian Schatz

Address: 722 Hart Senate Office Building
Phone: (202) 224-3934
Committees: Appropriations; Banking, Housing, and Urban
Affairs; Commerce, Science, and Transportation;
Ethics; Indian Affairs

 Party:
 D

 Congress:
 117

 Bills:
 4

 Bio. Guide:
 5001194

Bills Sponsored:
5.120 A bill to prevent and respond to the misuse of communications services that facilitates domestic violence and other crimes. (Introduced: 1/28/2021. Last major action: Introduced in Senate - 1/28/2021.)
5.190 A bill to authorize the Director of the Centers for Disease Control and Prevention to award grants to eligible State, Tribal, and territorial public health agencies to develop and administer a program for digital contact tracing for COVID-19, and for other purposes. (Introduced: 2/3/2021. Last major action: Introduced: 2/3/2021.)

5 204 A bill to establish the Office of Press Freedom, to create press freedom curriculum at the National Foreign Affairs Training Center, and for other purposes. (Introduced: 2/3/2021. Last major action: Introduced in Senate -

SRES 54 An original resolution authorizing expenditures by the Committee on Indian Affairs. (Introduced: 2/12/2021. Last major action: Reported to Senate - 2/12/2021.)

LegiStats Demographics Sen. Schatz on IQexpress.com