

COLORADO GENERAL ASSEMBLY

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Sen. Dominick Moreno
Rep. Monica Duran
Sen. Paul Lundeen
Rep. Mike Lynch

STAFF
Natalie Castle, Director



**EXECUTIVE COMMITTEE OF THE
LEGISLATIVE COUNCIL**

ROOM 029 STATE CAPITOL
DENVER, COLORADO 80203-1784
E-mail: lcs.ga@coleg.gov
303-866-3521 FAX: 303-866-3855

January 6, 2023

**Policy of the Executive Committee Pursuant to
Section 2-3-303 (2)(g)(I), C.R.S.**

Regulations for Remote Testimony

Section 1 – Remote Testimony Permitted

These regulations are issued pursuant to Section 2-3-303 (2)(g)(I), C.R.S., which allows the Executive Committee of the Legislative Council to establish policies allowing legislative committees to take remote testimony from government officials as well as other members of the public. This policy is effective January 9, 2023, and supersedes any previous Executive Committee policies on remote testimony.

This policy applies to all legislative committees that take public testimony. Not all legislative committees take public testimony. This policy does not require legislative committees to take public testimony. While these regulations are in effect, members of the public may testify remotely in legislative committees by registering in advance of the hearing. Remote witnesses may provide:

- video testimony through the video conferencing software Zoom; or
- telephone testimony by calling the Zoom call-in option, upon request.

Remote testimony is generally intended for in-state, Colorado witnesses. Remote testimony from out-of-state witnesses is subject to the Chair's discretion.

Section 2 – Registration Process

Advance registration required. In order to testify remotely, witnesses providing remote testimony must register in advance, and must be registered as a remote testimony witness at the time the bill or other hearing item begins. Remote testimony will be available at the time the bill or hearing item is scheduled. Remote testimony registration closes when the hearing begins.

Registration website and required information. Witnesses may register for remote testimony by visiting: <https://leg.colorado.gov/testimony>

To register, witnesses must provide their name, email address, phone number, zip code, position on the bill, and the name of the organization they represent, if any.

Confirmation of registration. After submitting the required information, witnesses will receive an email confirming registration and providing the Zoom meeting link and call-in phone number they can use to connect to the committee hearing. Witnesses who do not receive a confirmation email may contact lcs.committees.ga@coleg.gov or call 303-866-3521 for assistance.

Registered witnesses only. Only registered witnesses will be allowed into the Zoom meeting. Witnesses who connect through a link or phone number shared by another witness will not be permitted to testify. Witnesses should use the same name to join the Zoom meeting that they used to register. Registered witnesses are encouraged to setup Zoom and test audio video settings on their computer before the committee hearing.

Committee schedule and schedule changes. Committee schedules will be published in the House and Senate calendars on a daily basis, and, during the legislative interim, schedules are published on the General Assembly's website. Hearings are often delayed or rescheduled and there is no guarantee a hearing will occur when originally scheduled. For committee changes that occur on the day of a committee hearing, please visit the General Assembly's committee Twitter feed for updates - [@COLCSCCommittees](https://twitter.com/COLCSCCommittees).

Section 3 – Chair's Authority Regarding Testimony and Decorum

Chair's authority regarding testimony. Nothing in these regulations limits or modifies the ability of a committee chair to limit in-person and remote public testimony. For both in-person and remote testimony, the chair may limit testimony to that which, in the chair's opinion, is sufficient for the committee to consider the bill on its merits. The committee chair may limit the total time allotted for testimony, and may limit the amount of time each witness may testify,

regardless of whether the witness is in-person or remote. Remote and in-person witnesses may be called to testify at any point in the bill hearing. Registering to testify remotely or in-person does not guarantee that all registrants will be permitted to testify if the committee chair determines that public testimony must be limited.

Technical issues. Registration for remote testimony does not guarantee that a witness will be able to testify. Witnesses may not be able to testify if there are technical issues with the remote testimony software or issues with the witnesses' computer or internet or telephone connection. When technical issues arise, witnesses may be skipped by the Chair and called upon once the issue has been resolved, if time permits. If technical issues arise that prevent a witness from participating remotely, the witness may submit written testimony at <https://leg.colorado.gov/testimony> until the hearing closes. Any written submission will become part of the public record.

Decorum. Remote testimony witnesses will automatically be muted when they enter the Zoom meeting. Legislative staff will promote witnesses as they are recognized by the committee chair to speak. To prevent delays, witnesses are expected to accept promotion request quickly and be ready to testify. At all times, witnesses will be required to maintain proper committee protocol, which includes being acknowledged by the committee chair before speaking and following the rules for testimony established by the committee chair. Witnesses who fail to follow the rules for testimony established by the committee chair forfeit their opportunity to testify and will be removed from the Zoom meeting. Witnesses who are connecting via video should ensure that they are testifying from a location that does not distract the committee or compromise a witness's ability to testify safely.

Chat. The chat feature of the Zoom conference is to be used solely to provide technical assistance and for the meeting host to share general information about the committee hearing. Witnesses who use inappropriate language in the chat or who use the chat for any other reason, including but not limited to discussing policy or politics or disparaging other witnesses, legislators, or staff, will be removed from the Zoom meeting.

Section 4 – Video and Audio of Legislative Committees

Video of legislative committees conducted with remotely participating government officials and employees and members of the public will not be broadcast or recorded and will only be available to members, staff, registered members of the public, and other entities participating in the live video conference. Live and archived audio of legislative committees will be available on the General Assembly's website.

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Stephen Fenberg

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President Stephen Fenberg, Chair

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Dominick Moreno

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Majority Leader Dominick Moreno

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Paul Lundeen

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Minority Leader Paul Lundeen

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Julie McCluskie

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Speaker Julie McCluskie, Vice-Chair

Monica Duran

Majority Leader Monica Duran

DocuSigned by:

Mike Lynch

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Minority Leader Mike Lynch