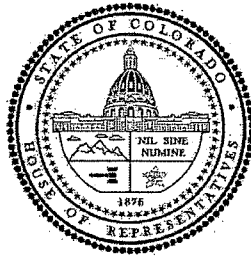


State Representative
ALEX VALDEZ
Colorado State Capitol
200 East Colfax Avenue, Room 307
Denver, CO 80203
Office: 303-866-2925
Cell: 720-515-2539
Email: alex.valdez.house@state.co.us



Chair:
Energy & Environment
Committee
Member:
State, Civic, Military & Veterans
Affairs Committee

COLORADO
HOUSE OF REPRESENTATIVES
State Capitol
Denver
80203

February 24, 2021

Committee on Energy & Environment
Colorado House of Representatives
General Assembly
State Capitol
Denver, CO 80203

RE: Committee Procedure and Rules

Welcome back to the House Committee on Energy & Environment! I am very excited for a productive session and look forward to working with each of you on energy and environment matters brought before the General Assembly. We have legislative oversight of the Colorado Oil and Gas Conservation Commission, certain divisions within the Colorado Department of Public Health and Environment, the Colorado Energy Office, and the Public Utilities Commission. Part of this oversight includes meeting with the Joint Budget Committee regarding these departments. This letter discusses key points to be aware of as we fulfill these obligations.

The committee will be staffed by Andrea Denka of the Legislative Council Staff. In addition to assisting the chair with committee procedure, rules, and votes, Ms. Denka is available to assist committee members with energy and environment policy research requests, and preparing committee amendments, meeting summaries, and committee records.

As chair, it is my goal and responsibility to provide a fair, open, and efficient hearing for each bill referred to the committee and for the public that participate in the legislative process. As such, I intend to adhere to the Rules of the House of Representatives and the following guidelines provided below.

- The committee will meet in LSB-A on Wednesdays upon adjournment and Thursdays at 1:30 p.m. I intend to call the meeting to order within 15 minutes of adjournment on Wednesdays and promptly at 1:30 p.m. on Thursdays.
- Members that are late will either be recorded as absent or excused. Excusals should be made by prior arrangement with the chair. In respect to bill sponsors and witnesses, it is expected that members remain in the room during hearings if at all possible. Excessive absences will be duly noted. Should you need to be absent from or late to a committee meeting, please inform either me or Ms. Denka.

- If you need to leave during a meeting to present a bill before a different committee, please inform Ms. Denka so that you may be called back for votes. Committee members are responsible to ensure they are present for votes.
- Prior to speaking or asking questions, witnesses and members will be recognized by the chair.
- Certain bills will draw large numbers of witnesses to testify, some of whom will have traveled many hours to the State Capitol. All witnesses will be provided a fair and open opportunity to testify before the committee. Committee members are to be courteous to individuals testifying. The purpose of testimony is for the person to say what they believe and want the committee to know. Questions of witnesses for understanding are permissible; questions intended to "make a point" are discouraged. Debate during testimony is discouraged. Arguing with witnesses is strongly discouraged.
- All comments on an amendment or bill must be stated before any motions are made.
- Committee members will need to bring a Computer or iPad for official committee activities (i.e., taking notes on the bills, amendments or testimony, research regarding the bill, etc.). This committee will not use any paper this legislative session, so members will need to utilize iLegislate and the committee box account to access documents.
- Strike-below amendments and amendments over one page in length will only be permitted to be offered if committee members and staff have received copies at least 24 hours in advance.
- Conceptual amendments and verbal amendments will only be permitted in limited circumstances (i.e. technical fixes) at the discretion of the chair.
- Video recording will be permitted during committee, however, equipment must be placed on a tripod and may not be moved or touched during the duration of the committee, with the exception of press who will be allowed to monitor their equipment.
- Witness testimony will be timed for every bill, both for in-person witnesses and witnesses via Webex. If there are less than 20 witnesses signed up to testify on a bill, witnesses will be given 3 minutes to give their testimony. If there are more than 20 witnesses signed up to testify on a bill, witnesses will be given 2 minutes to give their testimony, and the time limits will be strictly enforced.
- If a witness, whether remote or in-person, misses their call to testify, they will not be called on again.
- If testifying in person, witnesses are required to wear masks in the committee room and must wipe down the dias after they are finished testifying.

- Social distancing must be maintained throughout the committee room, both when sitting and when moving around the room.
- Committee members are asked to wear masks at all times.
- Eating is permitted during committee as necessary, however, a mask must be replaced as soon as the member has finished eating & only one member per side of the chair will be permitted to eat at one time.

Should you have questions regarding any of these guidelines, please feel free to contact me at (303) 866-2925, or Ms. Denka at (303) 866-4781. Thank you and I look forward to a productive legislative session.

Sincerely,

Representative Alex Valdez
Chair
House Committee on Energy & Environment