

# **SENATE INDEPENDENT BIPARTISAN CITIZENS COMMISSION**

**September 8, 2021**

## **PROCEDURES FOR PUBLIC HEARINGS**

### **1) Speakers Shall Sign Witness Form**

Each speaker shall sign up on witness forms, which must be fully completed, and must physically appear in person to speak.

### **2) Order of Speakers**

The order of speakers shall be in the order of the completed witness forms handed to Redistricting Office Staff which will number sequentially.

### **3) Witnesses Limited to Five Minutes**

Any witness appearing in person shall be allowed to speak for five (5) minutes unless an extension is granted prior to the beginning of the witness' testimony by agreement of the Chair and Vice Chair or a vote of the Commission. Any witness who has previously appeared before the Commission shall only be allowed to testify after all other witnesses who have not yet testified have been given an opportunity to speak. Any witness appearing in person at a public hearing will be allowed to prove written documents to the commissioners and to use state-provided audio visual equipment or other methods to present visual aids related to their comments and must be submitted in advance to the staff and Commission to allow presentations within the time limit.

### **4) All Materials and Data Posted Online As Soon As Possible**

The Office of Administration will create a website where member of the public can submit written testimony, one submission per person allowed online, find the rules for witness testimony, and see the full list of public hearings for the Commission. Only materials submitted through the Office of Administration or a public hearing will be considered part of the official record of the Commission. All materials, including but not limited to demographic data compiled by the Office of Administration and documents submitted by witnesses, that are submitted through the Office of Administration web portal or at a public hearing to the Commission, by any source shall be posted on the Office of Administration website as soon as reasonably possible after such materials were distributed to the Commissioners. Any such material shall be distributed to the

entire Commission as soon as reasonably possible after they were submitted. Testimony will be accepted by the Office of Administration from October 15, 2021 through November 12, 2021 and will be limited to a length of ten (10) pages including maps, charts or documents. All documents shall be submitted in PDF format and will be 8 ½ by 11 inches in size.

5) Audio Visual Recording and Full Transcripts Made for All Hearings

Any public hearing of the Commission shall be recorded with both video and audio and shall be posted on the Office of Administration website within 24 hours of the end of the hearing. The Commission shall also employ a court reporter and shall have the hearing transcribed in full.