

## **Guidelines for Connector Authority Public Hearings**

- Each participant will have up to five (5) minutes to speak, unless it appears that the numbers of people wanting to testify will exceed the time allotted for the hearing. The hearing Chair will have discretion to limit the amount of time that speakers have to provide their testimony.
- Before testifying, each participant must sign-in and provide contact information. The Connector will not accept advance sign-ups.
- Participants should not provide individual visual handouts during oral testimony. Participants may provide large visual posters or charts that the Board, Connector staff, and the public may view together. Participants may provide paper copies of their visuals after their remarks for the board's later review.
- The audience should not applaud or react to testimony during the hearing so that the Connector can ensure that everyone can be heard.
- Participants may speak in a panel format, but should keep panels to five individuals or fewer.
- Please state your name prior to testifying, as well as any organization or business you may represent.
- Organizations or businesses should submit ten binder-clipped copies of their written testimony. Individuals may submit one copy of their binder-clipped written testimony.
- If you need an interpreter or other assistive device, please provide 48 hours advance notice (not including weekends) to the Connector stating your request and the reason for your request.
- Neither organizations nor individuals, other than the Connector, may distribute or provide flyers or other documents to hearing attendees within the hearing space.
- If no other participants have signed up to testify, the hearing Chair has discretion to adjourn the hearing prior to the scheduled ending time. Members of the public should arrive at the beginning of each scheduled hearing and sign up to testify in order to ensure that all who want to be heard will have the chance to testify.