

## INSTRUCTIONS FOR PUBLIC PARTICIPATION

**Due to the COVID-19 public health emergency declaration, the Council must alter the hearing process to comply with social distancing and other public health and safety requirements. Therefore, the Council will be conducting its work remotely, including, but not limited to, the use of teleconferencing platforms to hold public hearings.** Written or transcribed testimony from the public regarding agency performance during fiscal years 2021-2022 is **highly encouraged** and will be taken by email or voice mail.

**Voicemail Testimony:** Some committees have a unique voicemail number set up to accept testimony. The voicemail program automatically limits each message to three minutes. At the beginning of the message please state and spell your name clearly, provide the name of the organization you are representing and title (if any), and then begin your testimony. The voicemail program automatically limits each message to three minutes and generates an automated transcript of each message, which will be included as written testimony in the committee hearing record.

**Virtual Meeting Platform:** Each committee will be using either Zoom or WebEx to conduct its hearings. Specific instructions on how each hearing will be conducted is described below. **Some hearings will be broadcast live on DC Council Channel 13 and streamed live at [www.dccouncil.us](http://www.dccouncil.us) and [entertainment.dc.gov](http://entertainment.dc.gov), while others will be streamed live at the link provided. Each hearing in the notice will include the appropriate link to view the hearing live.**

**Interpretation:** Witnesses who anticipate needing spoken language interpretation, or require closed captioning, are requested to inform the Committee conducting the hearing of the need as soon as possible but no later than five (5) business days before the proceeding. The Committee will make every effort to fulfill timely requests; however, requests received in less than five (5) business days may not be fulfilled and alternatives may be offered.

**Committee of the Whole  
Agency Performance Oversight**

**Submitting Testimony:**

- Submit written testimony 24 hours before the hearing by emailing it to [cow@dccouncil.us](mailto:cow@dccouncil.us).
- Voicemail testimony: Testimony may be left by voicemail, up to 3 minutes – which will be transcribed – by calling (202) 430-6948.
- All testimony received will be made part of the official record. Testimony received prior to the hearing can be accessed at <http://www.ChairmanMendelson.com/testimony>. Any prehearing responses from agencies can also be accessed at that website.
- Hearing Record: The record for each hearing will close at 5pm two weeks after the date of the hearing.

**Testifying Live:**

- Those who wish to testify must register at <http://www.ChairmanMendelson.com/testify>
- by 5:00 p.m. on the second business day before the date of the hearing.
- Those who have registered at that website will receive an email after 5:00 pm. On the second business day before the hearing with instructions on obtaining their Zoom link.
- The most up to date witness list for hearings can be found at <http://www.ChairmanMendelson.com/testimony>.

**Viewing Hearings:**

- Hearings can be viewed live at <http://www.ChairmanMendelson.com/live>

**Committee on Business and Economic Development  
Agency Performance Oversight**

**Submitting Testimony:**

- Written testimony: The Committee encourages the public to submit written testimony to be included for the record. Written testimony should be submitted by email to [BusinessEconomicDevelopment@dccouncil.us](mailto:BusinessEconomicDevelopment@dccouncil.us). To be included in the record, please indicate the agency for which the testimony is being submitted in the subject line of the email.
- Voicemail testimony: (202) 656-5139
- All testimony received will be made part of the official record.
- Hearing Record: The record for each performance oversight hearing shall close at 5:00PM on the second business day after the date of the hearing.

**Testifying Live:**

- The Committee invites the public to testify remotely or to submit written testimony regarding the performance of any agency under its purview. Witnesses who testify virtually will be given 3 minutes. Persons wishing to testify must sign up in advance by contacting the Committee by e-mail, at [BusinessEconomicDevelopment@dccouncil.us](mailto:BusinessEconomicDevelopment@dccouncil.us) by 5:00PM on the last business day before the hearing. Witnesses should provide their name, phone number or e-mail address, organizational affiliation (if any), title (if any), and preferred gender pronouns.

- Witnesses are strongly encouraged to electronically submit written testimony in advance of the hearing. Written testimony should be submitted by email to [BusinessEconomicDevelopment@dccouncil.us](mailto:BusinessEconomicDevelopment@dccouncil.us). Public witnesses will participate remotely. The Committee will follow-up with witnesses with additional instructions on how to provide testimony through a web conferencing platform.

**Viewing Hearings:**

- Hearings can be viewed live at [www.dccouncil.us](http://www.dccouncil.us) or <https://www.kenyanmcduffieward5.com/live>

**Committee on Government Operations and Facilities  
Agency Performance Oversight**

**Submitting Testimony:**

- Written testimony: The Committee encourages the public to submit written testimony to be included for the public record. Copies of written testimony should be submitted by e-mail to [facilities@dccouncil.us](mailto:facilities@dccouncil.us).
- All testimony received will be made part of the official record.
- Hearing Record: The record for each oversight hearing will close five business days following the conclusion of each respective hearing.

**Testifying Live:**

- Anyone wishing to testify must sign up in advance by at <https://forms.gle/UrkJAKXjGWaPaQuD8> or by phone at (202) 741-8593, and provide their name, phone number or e-mail, organizational affiliation, and title (if any) by the close of business two business days before each respective hearing.
- Witnesses are encouraged, but not required, to submit their testimony in writing electronically in advance to [facilities@dccouncil.us](mailto:facilities@dccouncil.us).
- The Committee will follow-up with witnesses with additional instructions on how to provide testimony through a web conferencing platform.
- All public witnesses will be allowed a maximum of four minutes to testify, while Advisory Neighborhood Commissioners will be permitted five minutes to testify. At the discretion of the Chair, the length of time provided for oral testimony may be reduced due to schedule constraints.
- Witnesses who anticipate needing language interpretation, or require sign language interpretation, are requested to inform the Committee of the need as soon as possible but no later than five (5) business days before the proceeding. We will make every effort to fulfill timely requests, however requests received in less than five (5) business days may not be fulfilled and alternatives may be offered.

**Viewing Hearings:**

- Hearings can be viewed live at <https://www.youtube.com/channel/UCPJZbHhKFbnyGeQclJxQk0g/live>

**Committee on Health  
Agency Performance Oversight**

**Submitting Testimony:**

- Written testimony: email Malcolm Cameron at [mcameron@dccouncil.us](mailto:mcameron@dccouncil.us) with “Testimony” in the subject line.
- Voicemail testimony: (202) 350-1828.
- All testimony received will be made part of the official record.
- Hearing Record: The hearing record for each performance oversight hearing will close two weeks after the hearing date.

**Testifying Live:**

- Email: Malcolm Cameron at [mcameron@dccouncil.us](mailto:mcameron@dccouncil.us) or call 202-341-4425 by 5:00 p.m. two business days prior to the hearing and provide your name, organization (if any), email address, device name (if you are using video), phone number, and the specific agency or agencies you wish to discuss.
- A confirmation, hearing link and instructions, and agenda will be sent out via email by 5:30 p.m. on the day prior to the hearing.
- Individuals will be listed in the order they signed up and grouped in panels of four by the agency they are testifying about.
- Witnesses will be limited to 3 minutes to present their testimony.
- Due to technological limitations, only the first eight(8) hours of the hearing will be broadcast, however, the Councilmember will remain via the virtual platform to hear all witnesses who have signed up to testify.

**Viewing Hearings:**

- Hearings can be viewed live at <https://www.youtube.com/channel/UCrLxxgZo-j6S6K6DrxUZUpw/live>.

**Committee on Housing and Executive Administration  
Agency Performance Oversight**

**Submitting Testimony:**

- Written testimony: Email a PDF or word document to [housing@dccouncil.us](mailto:housing@dccouncil.us)
- Voicemail testimony: Call (202) 350-0894 and leave a 3-minute voicemail.
- All testimony received will be made part of the official record.
- Hearing Record: One week following each Public Oversight Hearing.

**Testifying Live:**

- To sign up to testify, members of the public should email [housing@dccouncil.us](mailto:housing@dccouncil.us) or call (202) 724-8198 no later than two business days before the hearing.
- Witnesses will receive a link to the Zoom hearing at least 24 hours prior to the hearing.
- If a witness is unable to testify via Zoom, they may testify by phone.
  - To do this, witnesses should alert the Committee to this as early as possible, providing their name and number and the witness will receive a phone call before they are up to testify.

- All witnesses testifying on behalf of an organization will be given 5 minutes to testify, individual public witnesses will be given 3 minutes to testify.

### **Viewing Hearings:**

- Hearings can be viewed live on Cable Channel 13 (Unless otherwise indicated), D.C. Council Website (Unless otherwise indicated), Zoom, or YouTube at <https://www.youtube.com/channel/UCgy5EojaMYGtwicWSfg9NeA>

## **Committee on Human Services Agency Performance Oversight**

### **Submitting Testimony:**

- Written testimony: [humanservices@dccouncil.us](mailto:humanservices@dccouncil.us)
- Voicemail testimony: 202-350-1927
  - The Committee on Human Services has a unique voicemail number set up to accept budget testimony (202) 350-1927. At the beginning of the message please state and spell your name clearly, provide the name of the organization you are representing and title (if any), the agency you are testifying about, and then begin your testimony. The voicemail program automatically limits each message to three minutes and generates an automated transcript of each message, which will be included as written testimony in the committee hearing record.
- All testimony received will be made part of the official record.
- Hearing Record: The hearing record will close 1 week after the hearing concludes.

### **Testifying Live:**

- If you would like to sign-up to testify, please complete the witness form at <https://www.brianneknadeau.com/testify> or call the Committee on Human Services at 202-724-8170, by close of business 4 days before each hearing date.
- Witnesses may participate by phone or online.
- Representatives of an organization or ANC receive 5 minutes to testify. Other public witnesses (or ANC commissioners not officially designated as a representative of their Commission) receive 3 minutes.
- The Committee will email additional instructions on how to participate to those who have signed up and will be able to participate live. The virtual hearing will be password protected and witnesses may not share the password.

### **Viewing Hearings:**

- Hearings can be viewed live at <http://www.brianneknadeau.com/committee>

## **Committee on the Judiciary and Public Safety Agency Performance Oversight**

### **Submitting Testimony:**

- Written testimony: Please email written testimony regarding agencies under the Committee's jurisdiction to [judiciary@dccouncil.us](mailto:judiciary@dccouncil.us) (pdfs are preferred).
- All testimony received timely will be made part of the official record.
- Hearing Record: The hearing record for all the Committee's performance oversight hearings will close at the close of business on March 4.

### **Testifying Live:**

- **All the Committee's performance oversight hearings will be conducted virtually using the Zoom platform.**
- To register to provide live testimony, witnesses must email the Committee at [judiciary@dccouncil.us](mailto:judiciary@dccouncil.us) **no later than two business days before a scheduled hearing.** Please include your name, telephone number, and organizational affiliation and title (if applicable).
- The Committee will confirm your registration if the time allotted for the hearing permits and provide you with additional information about accessing the hearing through the Zoom platform.
- Witnesses testifying on behalf of an organization will have five minutes for oral testimony. Witnesses testifying on their own behalf, and the second and any subsequent witnesses testifying on behalf of the same organization, will have three minutes for oral testimony. The Committee may reduce witnesses' time to accommodate additional witnesses but will inform those who have registered if it intends to do so.

### **Viewing Hearings:**

- All Committee hearings can be viewed live at <https://www.facebook.com/CMcharlesallen/>. Council "Track A" hearings can also be viewed live on the Council's website (<https://dccouncil.us/council-videos/>) and Channel 13.

## **Committee on Labor and Workforce Development Agency Performance Oversight**

### **Submitting Testimony:**

- Written testimony: Email [labor@dccouncil.us](mailto:labor@dccouncil.us). For individuals testifying live, please submit written testimony by noon on the day before the hearing.
- Voicemail testimony: (202) 455-0153
- All testimony received will be made part of the official record.
- Hearing Record: Will close four business days after the hearing.

### **Testifying Live:**

- Those who wish to testify must sign up no later than 5:00 p.m. two business days prior to the hearing, by providing their information on the online form. The forms are linked at <https://www.elissasilverman.com/performancebudgethearings2022> or below:
  - Jan. 26, 2022, DCHR, OLRCB: <https://forms.gle/HDCNN1Bh2kT5kPWu5>
  - Feb. 4, 2022, PERB, OEA: <https://forms.gle/cXa3EdWiRox419qt7>

- Feb. 10, 2022, WIC: <https://forms.gle/pLTCei6TWMWHZisG9>
- Feb. 14, 2022, DOES\*\*: <https://forms.gle/TbSz7wHSzcT5SW4E6>
- Witnesses who require language interpretation or sign language interpretation are asked to complete the form linked above or email the Labor Committee at labor@dccouncil.us as soon as possible, but no later than 5:00 p.m. five full business days prior to the hearing date, stating their need for interpretation and requested language. The Council's Office of the Secretary will fulfill timely requests for language interpretation services; however, requests received later than 5 full days before the hearing may not be able to be fulfilled due to vendor availability.
- \*\*For the Feb. 14, 2022, hearing with public witnesses regarding DOES, the Committee anticipates taking in-person testimony at the Wilson Building (1350 Penn. Ave, NW) in addition to virtual testimony by Zoom or phone. Please indicate when you sign up if you would like to testify in person if such option is available. Additional instructions will be emailed to those who sign up.
- The day before the hearing, the Committee will email witnesses who signed up by the deadline to testify live with the witness list and details about how to participate in the roundtable. Only witnesses who have signed up by deadline will be permitted to participate.
- Individuals representing organizations will have 5 minutes to testify live and other witnesses will have 3 minutes to testify live.
- Those planning to testify are strongly encouraged to submit an electronic copy of written testimony by noon the day before the hearing so that staff may distribute testimonies to Committee members and staff before the hearing.

**Viewing Hearings:**

- Hearings can be viewed live at <https://www.facebook.com/CMElissaSilverman>

**Committee on Recreation, Libraries, and Youth Affairs  
Agency Performance Oversight**

**Submitting Testimony:**

- Written testimony can be emailed to [rya@dccouncil.us](mailto:rya@dccouncil.us)
- Verbal testimony can be recorded by calling 202-417-7996
- All testimony received will be made part of the official record.
- The Hearing Record closes on the close two business days after the hearing.

**Testifying Live:**

- Due to the imminent threat to the health, safety, and welfare of District residents posed by the spread of the coronavirus, the Council has adapted the methods by which committees may hold public hearings and hearings to comply with social distancing, large public gatherings, and other public health and safety requirements. Therefore, the Committee on Recreation, Libraries, and Youth Affairs' performance oversight and budget oversight hearings will be held remotely through the Zoom teleconferencing platform. The Committee on Recreation, Libraries, and Youth Affairs invites the public to testify remotely or to submit written testimony.

- Anyone wishing to testify must sign up using the following hyperlink at <https://tinyurl.com/RLYAd> or by phone at (202) 417-7996, and provide their name, phone number or e-mail, organizational affiliation, and title (if any) by the close two business days after the hearings.
- Witnesses are strongly encouraged, but not required, to submit their testimony in writing electronically in advance to [rya@dccouncil.us](mailto:rya@dccouncil.us). Witnesses will participate remotely via Zoom.
- The Committee will follow-up with witnesses with additional instructions on how to provide testimony in advance of the proceeding.
- All public witnesses appearing on their own behalf will be allowed a maximum of three (3) minutes to testify and public witnesses appearing on behalf of a bona fide organization will have a maximum of five (5) minutes to testify. At the discretion of the Chair, the length of time provided for oral testimony may be reduced.

#### **Viewing Hearings:**

- Hearings can be viewed live at <http://www.facebook.com/trayon.white>

### **Committee on Transportation and the Environment Agency Performance Oversight**

#### **Submitting Testimony:**

- **Written testimony:** If you are unable to testify at the public hearing, written statements are encouraged and will be made a part of the official record; testimony may be submitted to [abenjamin@dccouncil.us](mailto:abenjamin@dccouncil.us). Testimony received prior to the close of the record will be made part of the official record.
- **Voicemail testimony:** The public may also leave voicemail testimony for the Committee by calling (202) 350-1344, which will be transcribed and made part of the hearing record. Members of the public leaving voicemail testimony should speak slowly and clearly, state their full name and the organization they represent, if any, and note the name of bill, roundtable, or agency that they are submitting testimony on. Members of the public are asked to not provide an e-mail, phone number, or other person contact information in voicemail testimony.
- **Hearing Record:** The hearing record will close 14 days after the hearing date.

#### **Testifying Live:**

- Due to the imminent threat to the health, safety, and welfare of District residents posed by the spread of the coronavirus, the Council has adapted the methods by which committees may hold public hearings and hearings to comply with social distancing, large public gatherings, and other public health and safety requirements. Therefore, the Committee on Transportation and the Environment's performance oversight and budget oversight hearings will be held remotely through the Zoom teleconferencing platform.
- Anyone wishing to testify should contact Ms. Aukima Benjamin, Staff Assistant to the Committee on Transportation and the Environment, at least one business day prior to the



start of the hearing, at (202) 724-8062 or via e-mail at [abenjamin@dccouncil.us](mailto:abenjamin@dccouncil.us); witnesses will receive information on how to join the hearing at that time.

- Witnesses who anticipate needing language interpretation, or requiring sign language interpretation, are requested to inform the Committee of the need as soon as possible but no later than five business days before the hearing. We will make every effort to fulfill timely requests, however requests received in less than five business days may not be fulfilled and alternatives may be offered.

**Viewing Hearings:**

- Hearings may be viewed live at <https://www.facebook.com/cmmarycheh/>