

GUIDELINES FOR CONFEREES APPEARING BEFORE THE SENATE PUBLIC HEALTH & WELFARE COMMITTEE

1. Cell phones and pagers with audible tones must be turned off or disabled while in the Committee room.
2. Individuals wishing to appear and provide testimony before the Committee will contact the Committee Assistant at least two (2) days prior to the Committee meeting stating whether the Conferee will appear as a proponent, opponent or neutral party and the reason(s) for their position and if they will appear in person or remotely.
3. *Conferees are required to email an electronic copy in pdf format to the Committee Assistant at donola.fairbanks@senate.ks.gov. **at least 24 hours in advance of the hearing.***
4. Testimony provided by Conferees will be placed on the Kansas Legislative website. Do not include any personal information (address, phone number, etc.) in your testimony that you do not want open to the public.
5. Testimony shall be submitted by individual or organization who will be testifying.
6. Conferees should introduce themselves to the Committee and identify on whose behalf they appear. They should not read their testimony. Rather, testimony should be presented in summary fashion.
7. If suggestions for an amendment(s) are to be offered, a proposed draft of the amendment(s) must be provided to the Committee Staff.
8. Testimony shall relate to the subject matter of the measure under consideration. Conferees testifying on unrelated subjects will be admonished and, if unrelated testimony persists, the Chairperson may terminate the Conferee's testimony.
9. The Chairperson reserves the right to take action as necessary to prevent disruptive behavior in the Committee room during hearings and deliberations.
10. There shall be no recording (audibly, photographically, or otherwise) of Committee voting except by the Committee Assistant.
11. Conferees attending from out-of-town, upon request of the chair, may provide testimony first.
12. A time limit per conferee may be necessary, dependent on number of conferees scheduled.