

## House Transportation & Energy Committee Information and Procedures

**Meetings and attendance.** The House Transportation & Energy Committee meets on Wednesday afternoons at 1:30 p.m. and Thursday mornings upon adjournment of the House floor session. The committee's designated meeting room is HCR 0112. In some instances, the committee must meet in a different room to accommodate larger crowds or the needs of other committees. Schedule changes and other information will also be broadcast via Twitter by the committee staff. The Twitter feed will be displayed on the committee's webpage or you can follow the committee on Twitter at: <http://twitter.com/COTransportComm>.

**Committee staff.** The Legislative Council Staff person for the House Transportation & Energy Committee is Kelli Kelty. She is available to answer any questions regarding committee business. She can be reached at (303) 866-3518 or [kelli.kelty@state.co.us](mailto:kelli.kelty@state.co.us).

**Committee hearings.** Committee meetings are broadcast over the internet. Interested persons who are not able to attend the meeting in person can listen live over the internet. To access the live feed, go the General Assembly's main page at <http://leg.state.co.us>. At the top of the page is a link to audio broadcasts of current proceedings. Individual committee hearings can be accessed by clicking on the House Transportation Committee link.

**Testifying before the committee.** Individuals who wish to testify before the committee are asked to sign-up prior to the start of the meeting on the designated sign-up sheets. There will be a separate sign-up sheet for each bill the committee is hearing at each meeting. Individuals are asked to sign in on the sheet pertaining to their bill of interest.

The chair of the committee, Representative Max Tyler, is responsible for overseeing public testimony and will recognize those on the sign-up sheets in an order most conducive to the business before the committee. With rare exception, everyone signed up to testify will be called upon. Because the meetings are taped and broadcast over the internet, individuals who are testifying are asked to wait to be recognized by the chair prior to beginning their testimony. The appropriate manner of address to the committee chair is "Mister Chair." The appropriate manner of address to House committee members is "Representative."

Once witnesses have been recognized by the chair, they may begin their testimony by giving their name and the organization they represent, if any. Committees are subject to tight deadlines and busy schedules. As a courtesy to the legislative members as well as those in the audience waiting to testify, witnesses are asked to keep their testimony concise, relevant to the bill, and, to the extent possible, to not repeat testimony that may have already been provided to the committee. Witnesses may distribute copies of handouts and written testimony to the committee. Witnesses who wish to distribute materials to the committee are asked to bring 14 copies - one for each member of the committee, as well as a copy for the committee's official record. Please hand any materials to the committee staff person, who will distribute the materials to the committee members.

Witnesses are asked to observe professional decorum during the committee meetings. Clapping, booing, or otherwise disruptive behavior is not permitted. In addition, witnesses are asked to avoid any personal attacks or other emotional outbursts. Finally, all individuals present in the committee room are asked to silence all cell phones and electronic devices prior to the start of the meeting.