



Hawai'i State Legislature  
Regular Session of 2024

## Legislative Committee Hearings

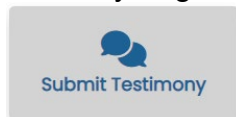
Photo ID is required for entrance to the State Capitol. Building hours are 7am to 5pm, Monday – Friday. This policy is subject to change and may be adjusted based on evolving COVID-19 guidelines.

- **Livestreams.** All Senate and House committee hearings and floor sessions will be streamed live on YouTube. Visit the Legislature's [Live & On-Demand Video webpage](#) to access the House and Senate YouTube channels.
- **Testimony.** House and Senate standing committees are accepting written, in-person, and remote testimony via Zoom.

To testify on a measure scheduled for public hearing, please create an account on the Legislature's website, use the online testimony form, and follow the procedures outlined in this document.

- To register for an account:  
<https://www.capitol.hawaii.gov/account/register.aspx>
- To access the online testimony form: Sign in to your account then click on a testimony button.

Under My Legislature or Participate → Submit Testimony



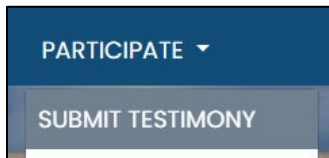
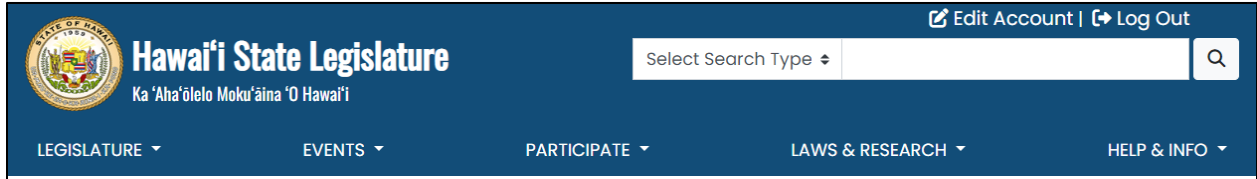
On measure status page:



If you do not have internet access or need assistance to create an account or navigate the testimony process, contact the Legislature's Public Access Room (PAR) at (808) 587-0478 or [par@capitol.hawaii.gov](mailto:par@capitol.hawaii.gov). You can also visit PAR's website (<https://lrh.hawaii.gov/par/>), which has video tutorials, step-by-step instructions, and reference information about the legislative process and how to participate.

To submit testimony, please visit the Legislature's website:  
[www.capitol.hawaii.gov](http://www.capitol.hawaii.gov)

Create a free account, or sign in to an existing account, then click on the "Participate" drop down menu and select the "Submit Testimony" option to get started.



Enter the bill or measure number and click "Continue"

Enter Bill or Measure and click Continue

Examples: HB100 or SB123 (not case sensitive)

sb2005

Double check that the measure number/title and hearing details listed on the right are correct before proceeding.

Upcoming Hearing for SB2005				
Bill	Committee	Room	Date/Time	
2005 SB RELATING TO MENTAL HEALTH.	PSM/HHS	CR 225 & Videoconference	Jan 24, 2024 3:00 PM	<a href="#">View Notice</a>

Confirm that the name you enter in the "Testifier's Full Name" field is accurate and includes your first and last name. The field will initially show the name saved in your account information. Please edit the text if necessary.

Testifier's Full Name  
(First and Last)

Jane Aloha

*\*if planning on testifying via Zoom, this name must match your Zoom name exactly.*

If you are testifying via Zoom, please note that the name in this field must match how you will identify yourself in Zoom.

Select the appropriate radio buttons indicating your position on the measure and whether you are representing an organization.

Position Input

Your position on SB2005

Support

Oppose

Comments Only

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Testifying:

As an individual citizen

On behalf of an organization (name of government agency, organization, or business you are representing)

When prompted, please indicate if you would also like to testify at the hearing in person or remotely via videoconference.

In person & submitting written testimony

Remotely via Zoom & submitting written testimony

Written testimony only

At the bottom of the form, upload your written testimony OR type your comments in the text box provided. Review the information you entered, then click on "Submit."

Please submit your written testimony using ONE of the two options listed below.

- Acceptable document filetype extensions: .doc, .docx, .pdf, .rtf, .txt, .odt
- Attachments 20MB max
- Attachments will NOT be saved and must be attached at time of submission
- If file is password protected, we may not be able to process your testimony

File Upload:  No file chosen

-- OR --

Your testimony/comments on SB2005

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Characters (with HTML): 0/20000

Once you submit, you are no longer able to edit testimony.

Any personal information that is contained within the testimony will not be redacted or otherwise altered and will be published to the Website.

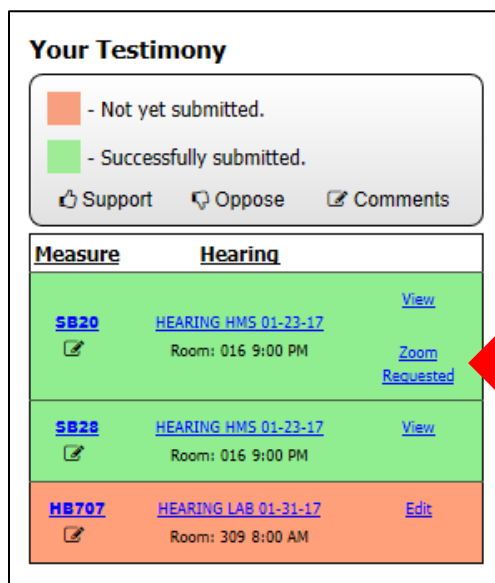
Please note the following:

- The website will automatically log you out of your account after 60 minutes of inactivity.
- All testimony received by the Hawai'i State Legislature is posted on our website and will be available to the public. Please do not include information that you do not want disclosed publicly.
- The number of testifiers and/or time allotted to each testifier may be limited by the Chair when necessary to adhere to the committee hearing schedule. Committees will accommodate as many oral testimony requests as reasonably possible during the time allotted for the hearing. However, we cannot guarantee that everyone who requests to testify orally will have an opportunity to speak during the hearing.
- In the **Senate**, you must submit your request to testify remotely at least 24 hours prior to the start of the hearing. Late requests to testify remotely via Zoom may be made by contacting the [committee](#) directly. Late requests will be handled on a case-by-case basis.
- In the **House**, submission of testimony and requests to testify remotely 24 hours prior to the start of the hearing is strongly encouraged.

## VIDEOCONFERENCE TESTIMONY PROCEDURES

### After You Submit Your Request to Testify Remotely

When logged in to your account on the Legislature's website, you should see a note in the green "Your Testimony" section that says, "Zoom requested." This confirms that both your written testimony and your request to testify remotely have been submitted to the committee.



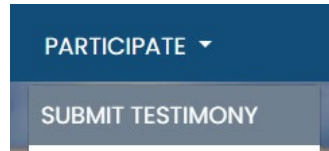
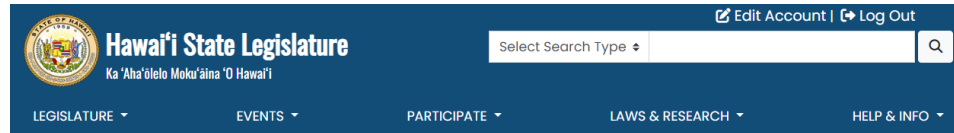
**Your Testimony**

■ - Not yet submitted.  
■ - Successfully submitted.

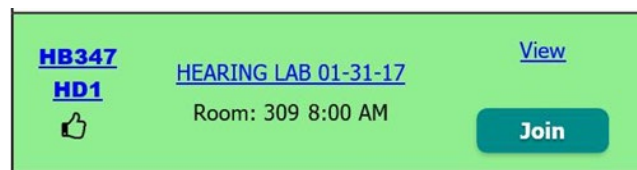
Support Oppose Comments

Measure	Hearing	
<a href="#">SB20</a>	<a href="#">HEARING HMS 01-23-17</a> Room: 016 9:00 PM	<a href="#">View</a> <a href="#">Zoom Requested</a>
<a href="#">SB28</a>	<a href="#">HEARING HMS 01-23-17</a> Room: 016 9:00 PM	<a href="#">View</a>
<a href="#">HB707</a>	<a href="#">HEARING LAB 01-31-17</a> Room: 309 8:00 AM	<a href="#">Edit</a>

- If we can accommodate your request to testify via Zoom, you will receive access to the Zoom link for the hearing three (3) hours before the hearing begins.
  - To access the link, you will need to log in to your account on the Legislature's website, then click on the "Participate" drop down menu and select the "Submit Testimony" option to get started.



- The **Join** meeting link will be available to you in the green "Your Testimony" section on the left side of your testimony page.



- If we are not able to accommodate your request to testify, you will not receive access to the Zoom meeting link and the committee will notify you via email.
- If you requested to testify remotely but you are no longer able to attend the hearing via Zoom, please contact the [committee](#) directly to notify them.
- Zoom Meeting Schedules: There will be one Zoom meeting scheduled per committee timeslot. Therefore, the Zoom meeting link you use to testify remotely may apply to more than one "agenda" or hearing notice.
  - Click [here](#) for the **Senate** Committee Hearing Schedule.
  - Click [here](#) for the **House** Committee Hearing Schedule.

### **Before the Hearing**

The Zoom meeting will begin 15-20 minutes prior to the scheduled start time for the hearing. Please join the meeting early so we can admit all participants from the waiting room before the hearing begins.

- Please join the Zoom meeting using the first and last name you provided when submitting your written testimony via the Legislature's website. This is how we will identify you in the waiting room. Only testifiers who follow the registration process outlined above will be allowed to join the Zoom meeting.

If you're not familiar with Zoom, please spend a few minutes reviewing the user interface ahead of time. This link may be helpful: [Joining a meeting](#)

## **During the Hearing**

All testifiers must utilize their **computer audio** to participate and we strongly encourage you to share your video when testifying.

- This [link](#) explains how to test your computer speaker and microphone
- Please make sure your **CHAT PANEL IS OPEN** for the duration of the hearing and check it often.
  - Legislative staff will use the chat function to communicate with you during the hearing.
  - If you have questions or run into technical problems, you can use the chat feature to send a message to the host of the meeting.
  - Please keep the chat traffic to a minimum and limited to technical questions only. No comments about the subject matter, please. Our staff will do their best to assist you but may not be able to respond to all chat messages.
- During the hearing your mic and video camera should be muted/stopped unless it is your turn to testify. Legislative staff may mute participants or stop your video as necessary.
- Testifiers will not be allowed to testify while driving.
- When it is your turn to testify:
  - You will receive a request to share your video shortly before it is your turn. Please accept the request.
  - When the Chair calls on you, please unmute your microphone, pause for a moment, then begin addressing the committee.
- If you do not respond or encounter technical problems when the Chair calls on you, you may not be able to testify.

## **Additional Tips and Reminders**

- To help ensure successful participation in the hearing, please test your audio and video before joining the meeting and check the chat panel frequently until it is your turn to testify.
- Your internet speed will affect the quality of your audio and video in the meeting. The Legislature will not be responsible for users' connection issues and technical problems. We recommend joining the meeting from a hard-wired broadband internet connection whenever possible.
- To prevent audio feedback, the sound for any livestream or cable broadcasts of the hearing you have running in the background must be turned off or muted when it is your turn to testify (There will be a 20 to 30 second delay from the Zoom meeting to the livestream).
- You are participating in a public event that is being broadcast live. The Zoom audio/video of the hearing will be part of the public cable broadcast and/or

livestream via the internet. Please minimize background noise and consider what is visible in the background of your webcam.

- Please do not use a background, whether actual or virtual, showing any material that may be copyrighted, including material to which you own the copyright. Any such backgrounds may be in violation of YouTube policies and will result in your video being turned off or not allowing you to testify.

### **Help and Support**

- For general help with navigating the legislative and committee hearing process, please contact the Public Access Room at (808) 587-0478 or [par@capitol.hawaii.gov](mailto:par@capitol.hawaii.gov) or visit PAR's website at <https://lrb.hawaii.gov/par/>.
- For special assistance: If you need an auxiliary aid/service, other accommodation, or are unable to submit testimony via the website due to a disability, please contact the committee directly: <https://www.capitol.hawaii.gov/legislature/committees.aspx?chamber=all>