


## 2023 Maryland General Assembly Witness Testimony Guidelines

SENATE STANDING COMMITTEES									
Committee		Deadline	Bill Order Posted	Oral Testimony	Sponsor Witnesses	Time Limit	Zoom Details	Q&A	
<a href="#">B&amp;T</a> <a href="#">YouTube</a>	<a href="#">Budget &amp; Taxation</a> 3 West Miller 410.841.3690	3 pm on the day before the hearing  Monday hearings sign up on Friday before 3pm, Tuesday hearings sign up on Monday before 3pm, etc.  (see chart below)	By noon on the day of the hearing	Witnesses are strongly encouraged to provide in-person oral testimony  Witnesses must designate whether they will testify in person or by Zoom Witnesses may not change their oral testimony designation (virtual or in-person) after the sign-up system closes, even if they are not selected for virtual testimony  Audio-Visual presentations should be uploaded as written testimony	Sponsor is responsible for bringing panel up with them to the table  Sponsor witnesses must also sign up via myMGA  Up to 14 virtual witnesses will be allowed per bill, cannot guarantee selection – preference is to come in person	Two minutes	Will receive link from noreply@mlis.state.md.us by noon on day of the scheduled bill hearing  When signing in, Zoom name must match sign up name – First and Last  Cannot designate someone else to take your spot or use zoom link  Camera must be on  Follow along with YouTube link (see first column of this chart) while you’re in waiting room – CLOSE OUT OF YOUTUBE IMMEDIATELY when let into Zoom room – if you don’t, your audio will not work properly	Committee members will ask questions after the conclusion of a witness’s testimony  However, any changes to this format are at the discretion of the Committee Chair	
	<a href="#">Education, Energy, &amp; the Environment</a> 2 West Miller 410.841.3661 1.800.492.7122 x5400					Two and a half minutes			
	<a href="#">FIN</a> <a href="#">YouTube</a>					<a href="#">Finance</a> 3 East Miller 410.841.3677			Two minutes
	<a href="#">JPR</a> <a href="#">YouTube</a>					<a href="#">Judicial Proceedings</a> 2 East Miller 410.841.3623			Two minutes

	<u>Monday Hearing</u>	<u>Tuesday Hearing</u>	<u>Wednesday Hearing</u>	<u>Thursday Hearing</u>	<u>Friday Hearing</u>
Oral Witness Sign-up & Written Testimony Submission	Friday from 8AM - 3PM	Monday from 8AM - 3PM	Tuesday from 8AM - 3PM	Wednesday from 8AM - 3PM	Thursday from 8AM - 3PM

**STAY UP TO DATE ON COUNTY NEWS AND POLICY:**



**WEBSITE:** [www.mdcounties.org](http://www.mdcounties.org)  
**BLOG:** *Conduit Street* (<http://conduitstreet.mdcounties.org>)  
**e-NEWSLETTER:** *This Week on Conduit Street* ([avalliant@mdcounties.org](mailto:avalliant@mdcounties.org) to subscribe)  
**TWITTER:** @MDCounties (<https://twitter.com/MDCounties>)  
**FACEBOOK:** [www.mdcounties.org/Facebook](http://www.mdcounties.org/Facebook)  
**PODCAST:** [www.mdcounties.org/Podcast](http://www.mdcounties.org/Podcast)

*PLEASE NOTE: MACo has provided this information, but it is subject to change at any moment. Please always check the individual committee witness guidelines on the [MGA website](#) for the most updated policies and procedures.*

**HOUSE STANDING COMMITTEES**

Committee		Deadline	Bill Order Posted	Oral Testimony	Sponsor Witnesses	Time Limit	Zoom Details	Q&A
<a href="#">APP</a> <a href="#">YouTube</a>	<a href="#">Appropriations</a> House 121 410.841.3407	2 business days before hearing, between 8 am-3 pm	Day before the hearing (or on Fridays for Monday hearings)	Max 50 witnesses per bill  No presentations or PowerPoints – may upload as PDF with written testimony  If you choose to testify virtually, you MUST enter a valid email address that you can access, because this is how you will receive the Zoom link to get into the hearing to testify.  There is NO switching from in-person to virtual or vice versa once the sign-up period has closed.  No panels will be offered.	No info	No sponsor time limit 2 minutes per witness, at discretion of Chair	When signing in, Zoom name must match sign up name – First and Last  Cannot designate someone else to take your spot or use zoom link  Camera must be on  Follow along with YouTube link (see first column of this chart) while you’re in waiting room – CLOSE OUT OF YOUTUBE IMMEDIATELY when let into Zoom room – if you don’t, your audio will not work properly.  You will be admitted at start of hearing unless large number of witnesses, then in groups of 5. You will be removed after your bill is heard.	No info
<a href="#">ECM</a> <a href="#">YouTube</a>	<a href="#">Economic Matters</a> House 231 410.841.3519	Monday hearings sign up on Thursday,			No info	4 min for sponsor; 2 min per witness, may be reduced – Chair will announce at beginning of hearing		
<a href="#">ENT</a> <a href="#">YouTube</a>	<a href="#">Environment and Transportation</a> House 251 410.841.3990	Tuesday hearings sign up on Friday  (see chart below)			No info	4 min for sponsor; 2 min per witness, may be reduced – Chair will announce at beginning of hearing		
<a href="#">HGO</a> <a href="#">YouTube</a>	<a href="#">Health &amp; Government Operations</a> House 240 410.841.3770				Sponsor may cede their time to another witness	No sponsor time limit 2 min per witness, though may be reduced to 1 min – Chair will announce at beginning of hearing		
<a href="#">JUD</a> <a href="#">YouTube</a>	<a href="#">Judiciary</a> House 101 410.841.3488				No info	3 min for sponsor; 2 min for other witnesses, though may be reduced– Chair will announce at beginning of hearing		
<a href="#">W&amp;M</a> <a href="#">YouTube</a>	<a href="#">Ways &amp; Means</a> House 130 410.841.3469				No info	2 min per witness, though may be reduced to 1 min – Chair will announce at beginning of hearing		

**HOUSE BILL HEARING TIMELINE**

<b>HOUSE</b>	<b>Monday Hearing</b>	<b>Tuesday Hearing</b>	<b>Wednesday Hearing</b>	<b>Thursday Hearing</b>	<b>Friday Hearing</b>
<b>Witness &amp; Testimony Sign Up Window</b>	Thursday, 8 am – 3 pm	Friday, 8 am – 3 pm	Monday, 8 am – 3 pm	Tuesday, 8 am – 3 pm	Wednesday, 8 am – 3 pm
<b>Zoom Link Sent</b>	Friday	Monday	Tuesday	Wednesday	Thursday