

PACIFIC LAW INSTITUTE

1000 Bishop Street, Suite 808

Honolulu, Hawaii 96813

Tel: (808) 524-4155

Email: pacificlawinstitute.hi@gmail.com

To: All Persons who registered for the seminar on Legislative Advocacy During Covid held on January 8, 2021

From: Bob Toyofuku, President, Pacific law Institute

Date: January 20, 2021

Thank you for registering for the seminar and I hope that you found it helpful. There was a replay on January 15 on ThinkTech and Olelo is also planning to replay the seminar as well. Further, ThinkTech, which provided the technical and production expertise, has posted the recoding of the seminar on YouTube at <https://youtu.be/CREgZ1c0uro> and on Vimeo at <https://vimeo.com/498533939> in order for you to watch it at your convenience.

Questions and Answers: There were many questions submitted during the seminar and although we answered as many as possible, I mentioned that I would review them and send a summary of answers or responses to you. The following is a summary of the more common questions together with the available answers.

1. Q. How do we access the legislative guide that was mentioned?
 - A. *First, go to the legislative website at **capitol.hawaii.gov** and at the top of the page click on the **General Information FAQs** page; this will take you to the **Public Access Room** guide and you click on "View It".*
2. Q. How many bills will be introduced?
 - A. *There is an effort to reduce the number of bill introductions this session because all of the hearings will be done virtually and they do not want to overtax the system.*
3. Q. How do we submit testimony and how do we testify verbally?
 - A. *The legislature recently posted an explanation on the legislative website mentioned above. You can click on "**2021 Remote Testimony Procedures**" and the information therein should answer most of your questions about written and verbal testimony. You should definitely focus on how you need to request to give verbal testimony. Basically after submitting your written testimony which is a prerequisite to verbally testify, you then need to request that you want to testify verbally and you will be sent information on how to do so with a zoom link.*

4. Q. How much time do we have to present oral testimony?
A. *It will depend upon the committee chair. Many chairs have limited the in-person testimony in prior hearings to about two minutes. My suggestion is that you call the committee clerk if a time limit is not indicated on the hearing notice.*

5. Q. What if you just want to stand on your testimony?
A. *My opinion is that you submit your written testimony and do not make a request to present verbally if you **only intend** to stand on your testimony. However, if you want to mention any comment, even though minimal, such as to emphasize a part of the written testimony, you need to request to present verbal testimony. For example, if you wanted to say “Chair. I stand on my written testimony but want to emphasize the importance of the information in the second paragraph”, then you would need to request to present verbal testimony.*

6. Q. Are the new ethical rules available?
A. *Yes they are. You go to the state ethics commission website at **ethics.hawaii.gov**, click on Resources at the top of the page and you will find the Hawaii Administrative Rules for the Ethics commission.*

7. Q. Will individual or small group meetings with legislators be by phone or virtual meetings by zoom?
A. *All legislators are able to set up either type of meetings, by phone or virtually, depending upon their schedule and preference. You should contact their office to make an appointment and mention your preference depending on the circumstances.*

8. Q. Should the department staff be available at the hearing and be prepared to testify in case legislators have questions and how will this be done? In other words, do they have to submit a request to testify in case they need to testify?
A. *My suggestion is that the Director or staff should consult with the chair of the committee in advance of the hearing to determine whether the chair or committee members need to have the staff register to present verbal testimony.*

Additional Comments: There were several questions and comments pertaining to accessibility by disabled individuals to testify. I understand that procedures are being decided upon; i.e., whether testimony can be emailed.

Also, Senator J. Kalani English, one of the panelists and the Senate Majority Leader, wanted to inform you during the seminar of what the Senate was going to focus on during this session. However, because time was limited during the seminar we were not able to do so. You will now be able to review the Senate program on the Legislature website under **2021 Senate Legislative Program**.

Lastly, if you have any questions, please leave a voice message at the office. Thank you.