

# 2024 INFORMATION FOR CONFEREES

## House Financial Institutions & Pensions Committee

### RULES

1. Anyone wishing to testify before the committee shall contact the Committee Assistant, Rich Mergen, at 785-296-7689, or email: [H.Financial@house.ks.gov](mailto:H.Financial@house.ks.gov), at least 24 hours in advance of the hearing.
2. All conferees should email a **PDF format copy** of their written testimony (materials) to the Committee Assistant: [H.Financial@house.ks.gov](mailto:H.Financial@house.ks.gov) at least the day prior to the hearing. Monday meetings, written testimony should be submitted the Friday before. No paper copies needed.
3. In the interest of personal safety or convenience, conferees may be allowed to present their testimony via live video conference through **WEBEX**. A link will be provided via email to the conferee to access the meeting.
4. Note that testimony provided by conferees is placed on the Kansas Legislative website. Do not include any personal information (personal address, phone, number, etc.) in your testimony that you do not want available to the public.
5. Conferees should introduce themselves and identify on whose behalf they appear. When applicable, they should identify whether they appear as a **proponent, opponent or neutral party** and should, as briefly as possible, state the reason(s) for their position.
6. If suggested amendment(s) are to be offered, a proposed draft of the amendment(s) must be provided to staff.
7. If a conferee's position has already been presented by a previous conferee, the subsequent conferee should indicate agreement rather than repeating the testimony, and then move to closing statements.
8. Testimony shall relate to the subject matter of the measure under consideration. Conferees testifying on unrelated subjects will be notified and, if unrelated testimony persists, the Chairman may terminate the conferee's testimony.
9. All cell phones and pagers in the committee room shall be in "silent" mode. Talking on cell phones in the committee room is not permitted.
10. There shall be no recording in the committee room or of a live video conference, audibly, by video, photographically, or otherwise of committee voting except by the committee assistant.
11. Food or drinks are not allowed in the committee room by guests, spectators, or conferees.
12. The Chairman reserves the right to take such action as may be necessary to prevent disruptive behavior in the committee room during hearings and deliberations.