



## 2022 Legislative Session – Protocols & Guidelines - Testimony and Witness Sign Up

Monday, January 10<sup>th</sup>, 2022

### **Maryland General Assembly Website / MY MGA Portal:**

Due to ongoing health and safety concerns regarding COVID-19, the Maryland General Assembly Leadership has issued protocols for the next 90-days in Annapolis. As a result, it has forced everyone (once again) to participate virtually during committee bill hearings, in both the House and Senate.

Due to the reinstated protocols, the conventional methods of collecting written testimony, support letters, and witness sign up for hearings are centralized through the Maryland General Assembly's portal called, "MY MGA".

*Please be aware that these protocols are subject to change contingent upon the Senate & House Leadership.*

**MY MGA is located on the main web page for the Maryland General Assembly, top right-hand corner, at:**

➤ <https://mgaleg.maryland.gov/mgawebsite/>

Legislative Services | Legislature | Audit

Search i.e. Bill search, keyword

MEMBERS COMMITTEES MEETINGS LEGISLATION BUDGET LAWS FLOOR ACTIONS SEARCH & ARCHIVES

House Session on 1/29/2021 will be a Pro Forma Session

DEPARTMENT OF LEGISLATIVE SERVICES  
ANNOUNCEMENT

Updated 1/25/2021 - COVID-19 Data Dashboards  
Click the link above for COVID-19 Data Dashboard document

MGA YouTube channels (Icon in upper right corner of MGA homepage)

Evaluation of Emergency Procurement

Updated 1/25/2021 - COVID-19 Data Dashboards

January 13, 2021 - Joint Covid-19 Response Legislative Workgroup Meeting

Video Tutorials for MyMGA-Online Witness Signup and Testimony Upload

Report of the Senate President's Advisory Workgroup on Equity and Inclusion

Session Information

Status

Senate  
Convened  
Tuesday, January 26, 2021  
at 11:03 AM

House  
Adjourned  
until Friday, January 29, 2021  
at 10:00 AM

Legislation

Senate Bills Introduced

Senate Synopsis of New Legislation

Bills Passed by Both Chambers

- **MGA Profile Set-Up & Witness Testimony.** The link below provides video tutorials for witnesses to use the MY MGA portal and witness sign up and testimony submission.

**I HIGHLY RECOMMEND THAT YOU VIEW THESE TUTORIALS FOR THEY WILL GUIDE YOU ON HOW TO SUBMIT YOUR TESTIMONY AND PARTICIPATE DURING THE VIRTUAL HEARINGS.**

➤ <https://mgaleg.maryland.gov/mgawebsite/Information/VideoTutorials>

- **Committee Witness Guidelines and Committee FAQs.** Each Standing Committee has provided *additional* instructional guidance to assist witness navigate through the process of testifying. These materials have not been updated for the 2022 legislative session, but will be available in the coming days by viewing the “COMMITTEES” table located on the MGA website (*See Below*).

The screenshot shows the Maryland General Assembly website. The top navigation bar includes links for MEMBERS, COMMITTEES (circled in red), MEETINGS, LEGISLATION, BUDGET, LAWS, FLOOR ACTIONS, and SEARCH & ARCHIVES. A search bar is located in the top right corner. Below the navigation bar, the 'Ways and Means Committee' page is displayed. The page features a sidebar with links for Charts, Senate, House (selected), Other, Publications, Related Links, and About. The main content area includes a photo of Delegate Vanessa E. Atterbeary, her contact information (Chair, Vice Chair, Address, Phone, Contact), staff information, and issue areas. The 'Witness Guidelines and Committee FAQs' link under 'Further Information' is circled in red. A YouTube subscribe button is also visible at the bottom of the page.

**PERCY PUBLIC AFFAIRS will be monitoring the MGA website daily for these materials and will distribute them to you immediately.**

**Again, I HIGHLY RECOMMEND THAT YOU VIEW THESE DOCUMENTS.**

## **Senate & House Protocols for the 2022 Session**

Similar to the 2021 session, the Senate and House Leadership published documents outlining the various safety protocols for members, staff, and the general public. These protocols cover meeting requests with members, reception/committee dinners, floor sessions, committee hearings/briefings – most importantly, instructions on how & when to submit testimony and witness sign up for bill hearings.

It is important to note that the Senate and House Chambers' protocols slightly differ from each other. **These safety protocols are attached for your review and consideration.**

For the purposes of witness testimony, here are the rules governing these procedures in the Senate & House:

### **SENATE Procedures:**

*As was required during the 2021 Session, all witnesses, including sponsor witnesses, must create a "MyMGA" account and sign up to testify through the MGA website.*

***Until February 14<sup>th</sup>, witness sign up will be two (2) business days in advance of a scheduled hearing and will be open from 10:00 am – 3:00 pm.** All selected witnesses will receive the Zoom login information the night before the hearing. Witnesses can't designate someone else to take their slot.*

***Beginning February 14<sup>th</sup>, witness sign up will begin the business day before the hearing at 4:00 pm and continue until the morning of the hearing at 10:00 am.***

*Witnesses who only want to provide written testimony must also create a "MyMGA" account and submit testimony through the website.*

**Note:** *If you're a "Sponsor Witness", you should indicate that you are providing written testimony only and should NOT sign up as providing oral testimony.*

### **HOUSE Procedures:**

*Witness sign-up. If you want to testify on a bill, you must sign-up. **You testify online.***

- *Witness sign-up will be opened on the **MGA website 48 hours before the bill hearing.***

- o *Witnesses can sign up from **8am until 3pm.***

- o *Witnesses can sign up on:*

- o *Thursdays for Monday hearings.*

- o *Fridays for Tuesday hearings.*

- *Committees hear testimony on different bills each time they meet. The **day before the hearing, you will receive a Zoom link to the hearing,** and you can look on the MGA website to see what order the bills will be discussed. If a bill hearing is scheduled for a Monday, the Zoom link is sent and hearing order posted on Friday.*

**2022 Session Dates of Interest - Opening Day, Wednesday, January 12<sup>th</sup>, 2022**

**JANUARY:**

- **January 12<sup>th</sup> - GENERAL ASSEMBLY CONVENES (noon, Wednesday)**
- 18<sup>th</sup> - *(7th Day of Session)* — SENATE AND HOUSE BILL DRAFTING REQUEST GUARANTEE DATE
- **19<sup>th</sup> - Final date for Governor to introduce budget and capital budgets**
- 24<sup>th</sup> - *(13th Day of Session)* — Administration bills introduced in the Senate after this date referred to Senate Rules Committee.
- **TBA Governor delivers the State of the State Address (noon)**

**FEBRUARY:**

- February 4<sup>th</sup> - *(24th Day of Session)* — HOUSE BILL INTRODUCTION DATE “Hopper” will close at 5 P.M. on February 4 House bills introduced after this date referred to the House Rules and Executive Nominations Committee
- 7<sup>th</sup> - *(27th Day of Session)* — SENATE BILL INTRODUCTION DATE Senate bills introduced after this date referred to the Senate Rules Committee
- **25<sup>th</sup> - (45th Day of Session) — HALFWAY POINT**

**MARCH:**

- **March 7<sup>th</sup> - (55th Day of Session) — Final date for introduction of bills without suspension of Rules**
- 15<sup>th</sup> - (63rd Day of Session) — Committee Reporting Courtesy Date Each Chamber’s committees to report their own bills by this date
- **21<sup>st</sup> - (69th Day of Session) — Opposite Chamber “Bill Crossover” - Date Each Chamber to send to other Chamber those bills it intends to pass favorably Opposite Chamber bills received after this date subject to referral to Rules Committees (Senate Rule 32(c), House Courtesy Date)**

**APRIL:**

- April 4<sup>th</sup> - (83rd Day of Session) — Budget bill to be passed by both Chambers
- **11<sup>th</sup> - (90th Day of Session) — ADJOURNMENT “SINE DIE” (Monday)**

**MAY:**

- May 11<sup>th</sup> - Final date for an extended session (Wednesday)

**POST-SESSION - Dates of Interest:**

- April 30<sup>th</sup> - Final date for presentment of bills to Governor
- May 30<sup>th</sup> - Governor to sign/veto bills by this date