

How to Register for Remote Public Testimony for the Task Force on Universal Health Care

In response to the COVID-19 pandemic, the Oregon State Capitol is closed to the public. The Oregon Legislative Assembly has established a process to accept remote public testimony by video or phone during this closure. All meetings of the Joint Task Force on Universal Health Care are held virtually using a program called Microsoft Teams (MS Teams). Regular meetings of the Consumer Advisory Committee and Technical Advisory Groups (TAGs) are also held virtually using Zoom. For information on providing public comment at a CAC or TAG meeting, please see [handout](#).

Subscribe to Receive Updates

Interested parties can sign up to receive updates regarding the Task Force on Universal Health Care Technical Advisory Groups and Consumer Advisory Council.

- Subscribe to receive regular updates for the Task Force, see [link](#)
- Subscribe to receive regular updates for the Consumer Advisory Committee and the Technical Advisory Groups (TAGs), see [link](#).

Public Testimony Options

There are two ways to testify at a Task Force meeting: (a) written testimony or (b) oral testimony.

A. Written Testimony

To submit written testimony to the Task Force, please email your testimony to: jtfuhc.exhibits@oregonlegislature.gov

Testimony submitted to the Task Force is posted online to the Oregon Legislative Information System (OLIS) as part of the legislative record and made publicly available at

<https://olis.oregonlegislature.gov/liz/2019I1/Committees/JTFUHC/Overview>

Comments should be submitted no later than 24 hours in advance of the Task Force meeting to ensure distribution to members. Task Force members will review and acknowledge written testimony at the start of each meeting.

B. Oral Testimony (Live Remotely)

Registration is required to testify by phone or video link. To sign up, either use the online form [link](#) OR call 833-588-4500 for assistance. Registration closes one hour before the meeting start time.

Please note public comment is limited to 3-5 minutes per-person and it is subject to time availability.

Step 1. How to Register for Remote Oral Testimony

You must email to register in advance to provide oral testimony during a meeting. Signing up to testify closes one hour before the start of a meeting. When you email to register to testify, you will receive a link or phone number and access code to join the meeting. This registration process is used to create a public list of who is attending the meeting and wishes to testify. If you register through email and then later decide not to testify, please call **503-986-1522** to remove your name from the list.

Step 2. Before the Meeting

Please join the meeting by clicking on the meeting link or phone up to 15 minutes prior to the time designated for accepting oral testimony. If you are not familiar with MS Teams, please spend a few minutes reviewing the user interface ahead of time.

Step 3. Testifying During the Meeting

When **joining a meeting via a link** on an agenda, please join with your camera off and microphone muted and stay in that mode until you are called on by the Chair to speak. Staff will admit all participants from the virtual lobby before the period designated for public testimony.

Please join the meeting using the first or last name or phone number you provided when emailing your registration request. This is how staff will identify you in the virtual lobby. Only those who follow the registration process above will be admitted from the lobby and allowed to join the meeting. If you have questions or run into technical issues, please call **503-986-1522**.

If you are **calling into the meeting**, you are asked to do so with your phone on mute until you are called on by the Chair to speak. At that time, provide your testimony.

During the meeting, your camera and microphone should be off/muted until you are called upon to testify.

If you do not respond when called on to speak, or you encounter technical difficulties, you may not be able to testify. If this happens, you may submit your testimony in a written format up to 24 hours after the start of the meeting you planned to testify.

When your testimony is finished, you may be asked to stay in the meeting to answer members' questions. When you are done, you may leave the meeting and continue to watch the meeting online. Or you may remain in the meeting to continue listening and watching with your camera and microphone off. If the meeting is at capacity, you may be removed from the meeting upon the conclusion of your testimony to allow others to join.