



What to expect at the Workshop

The chair will call the meeting to order to start the meeting, and the Commissioners will provide any opening remarks. The Commissioners will then request that commission staff provide an overview of the agenda, participant instructions to all attendees, and any other introductory comments. The agenda may include presentations from utilities, stakeholders, or other participants.

When the open discussion begins, please follow the directions provided by commission staff, which may include directions to indicate your interest in speaking in the chat box or unmuting yourself to speak. Before you begin your comments, please state your name and organization, if applicable, clearly. The commissioners or staff may ask you questions at the end of your comments. Please remember to place your microphone or phone back on mute when you are done speaking.

Commission staff will adjourn (end) the meeting after providing any applicable next steps, including future comment periods or workshops. Any next steps will also be noticed to the docket(s) associated with the workshop. A recording of the workshop will be posted to the commission's website for public access.

Best practices for addressing the commission

While many commission proceedings are formal in nature, there are no expectations that you use formal or technical language when addressing the commissioners. Following are a few best practices:

- Provide your name before starting your comments.
- Speak clearly and respectfully.
- Try to reduce background noise so the commissioners and others can hear you clearly.
- Request accommodations or translation services if you need them in advance of the meeting. The commission is committed to providing reasonable accommodations and resources.
- If using an interpreter, speak only a few sentences at a time to allow the interpreter to relay your message as clearly and accurately as possible.
- Do not interrupt other members of the public, organizations, or utilities during their time to speak.