Presiding Officer’s

Text for Conducting a Rulemaking Hearing

**Ballast Water Management and Noise Control Regulation**

Introductions Presiding officer – Rian Hooff (Ballast Water Program)

 Other Staff Present – (Air Quality Program)

Logistics Sign up sheet

* Every person who attends the meeting must sign in on the sign in sheet
* For anyone testifying, presenting comments by phone, they must identify themselves and hearing officer should sign that person in on the sign in sheet
* Those not wishing to make oral comments may submit hand written comments by completing the **Comment Sign-up/Comment Card.**

My name is Rian Hooff, and I will be serving as the Department’s hearing officer. The purpose of this hearing is to take public comment on the proposed action to adopt/amend/repeal PROPOSED RULES by DEQ, concerning Ballast Water Management and Noise Control Regulations.

The **Proposed Rulemaking Announcement** provides a link to DEQ’s rulemaking website. If you want to receive future email notices about this or any other DEQ rulemaking you can sign up for the GovDelivery email notification service on the web page for this rulemaking. All documents related to this rulemaking, including the staff report that will be submitted to the EQC, will be posted on the web site for this rulemaking. We are trying to reduce paper usage and encourage people to use email for submitting comments and the DEQ website for reviewing documents.

All rulemaking documents are available on the web page for this rulemaking (post sign with link address).

Any person can submit comments about this rulemaking through DEQs online public comment web page for this rulemaking. (post sign with link address).

Those participating via phone that would like to provide testimony today, please let us know and provide your name, affiliation, and email address when commenting. You can also submit comments by email or in writing as indicated in the rulemaking **Announcement**. (I) will sign up on the sign in sheet for anyone who testifies by phone.

The agency will review issues raised during the public comment period, and the hearing officer’s report will contain responses. In addition to the opportunity to present oral comments at this hearing, anyone may submit written comments until 4 p,m. on Wednesday May 25th, which is the close of the public comment period. DEQ will not review or consider comments received after that time unless the agency decides to extend the comment period for everyone.

HEARING

(TURN ON RECORDER)

Pause, then begin

At this time I would like to begin the hearing. The hearing will be recorded to maintain a permanent record. Today is Wednesday May 18, 2016, the time is x:xx p.m., and we are at DEQ Headquarters at 811 SW 6th Avenue in Portland, Oregon. My name is Rian Hooff, and I am the presiding officer for this hearing and as such I am taking comments on behalf of the Environmental Quality Commission.

If you haven’t done so, those wishing to provide testimony must sign in on the sign in sheet or if on the phone indicate that you would like to testify.

The purpose of this meeting is to take public comments on the proposed rules for the Ballast Water Management and Noise Control Regulations **Rulemaking** rule adoption. The job of presiding officer is to hear and acknowledge comments and not to defend the proposed rules. After the hearing, we will prepare, a written presiding officer’s report summarizing both written and verbal comments. That report will be available with the final Staff Report posted on our DEQ rulemaking website, which is listed in the **Proposed Rulemaking Announcement**. The deadline date to submit comments on the proposed rules is Wednesday May 25th, 2016, at 4 p.m.

You may also submit written comments until the comment period ends through the DEQ comment web page for this rulemaking. The web address for that page is posted: (place on sign-up table or in a visible place in the room).

After reviewing the comments, the Department may consider revisions to the proposed rules. The Department's final recommendation for rule adoption will be made at the EQC meeting scheduled for August 2016, at Boardman, Oregon. The Commission will use its own discretion in deciding whether to adopt all, part or none of the proposed rules, postpone adoption, or hold additional public hearings.

I would like to begin taking comments. If anyone has prepared a written statement or other documents, it would help to summarize them orally and then introduce written material into the record. Written comments are given the same weight as oral comments.

(IF APPROPRIATE) - At this point, no witnesses have signed up to comment. If anyone arrives to comment within the next half hour, we will turn the tape recorder on. Otherwise the hearing will be adjourned. (AGAIN, IF APPROPRIATE) - It is now TIME. No one attended the hearing and no one provided comments – this hearing is adjourned.

(AT END)

Thank you for coming and providing us with your comments. The hearing is adjourned.
(RECORDER OFF)

**AFTER THE HEARING:**

Copy all information from sign in sheet to meeting attendance list excel template – on SharePoint.