



Bill Ritter, Jr.
Governor

Barbara J. Kelley
Executive
Director

MEMORANDUM

TO: All Interested Parties

FROM: Colorado Licensed Professional Counselor Examiners Board

DATE: November 15, 2010

SUBJECT: Procedure for Oral and/or Written Testimony
at December 17, 2010 Rule Making Hearing

Pursuant to § 24-4-103(3), C.R.S., you are hereby advised that Licensed Professional Counselor Examiners Board (Board) will hold a public rulemaking hearing on Friday, December 17, 2010, at 9:00 a.m.

PROCEDURES FOR PROVIDING TESTIMONY:

The public hearing will be an informal, non-adversarial type proceeding at which there will be no formal pleadings. The purpose of the rulemaking hearing is to afford interested persons an opportunity to participate in the adoption of the proposed rules and inform the Board of any relevant data, views and arguments that would support, oppose, or amend the proposed rules.

ORAL TESTIMONY:

- 1.) Oral presentation of views will be heard at the beginning of the hearing.
- 2.) If you wish to present oral testimony, it is recommended that you contact the Licensed Professional Counselor Examiners Board no later than one week before the rulemaking hearing to schedule your testimony. You can contact the rulemaking coordinator, Angelique Gaschler, at (303) 894-7767 or via e-mail at Angelique.Gaschler@dora.state.co.us. This is not a requirement to testify, however, this process allows the Board to prepare the agenda as necessary to accommodate those who wish to testify.
- 3.) Testimony is limited to 3 minutes each.

- 4.) The Board at the public hearing has all the powers necessary or appropriate to contribute to the equitable and efficient conduct of the public oral presentations, including but not limited to:
- a) The right to terminate or shorten the presentation of any person when, in the view of the Board, such presentation is repetitive or is not relevant to the purpose of the proceedings;
 - b) The right to confine the presentation to matters pertinent to the proposed rule; and
 - c) The right to question persons making oral presentations as to their presentations and any other relevant matters.

WRITTEN SUBMISSIONS:

At least five days before the hearing, written submissions should be sent to the Licensed Professional Counselor Examiners Board at 1560 Broadway, Suite 1350, Denver, Colorado, 80202. Please indicate whether you plan to testify or if the submission is intended as a "written testimony only" for the Board's consideration.