Speaking Up and Speaking Out by Filing a Witness Slip







Friday, January 31, 2020

Meet the Presenter



Krescene Beck
Organizational Director
Illinois Self-Advocacy Alliance, Inc.

Who We Are

The Alliance is a network of advocates and self-advocacy groups around Illinois.



Our Vision

Our vision is for self-advocates to work together to get the support we need and to live the life we want in the community.

Our Mission

Our mission is to speak up for ourselves and each other while working together to make changes in our communities and in Illinois.

Our Focus

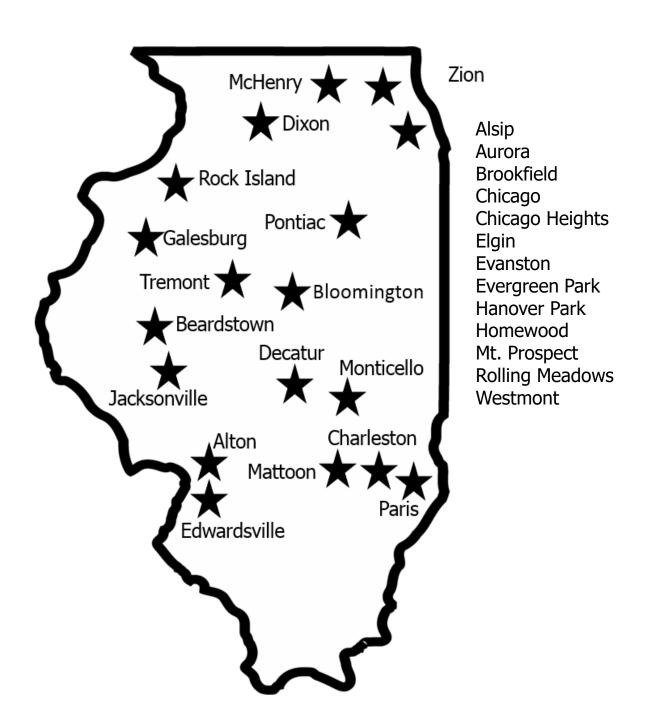
Our focus is on empowering people to speak up about

- what they want and need
- don't want and don't need
- action plan their goals
- participate in advocacy at the personal, agency, community and statewide levels

What We Do

- Support local groups
- Work together on important issues
- Offer networking, advocacy and learning opportunities
 - Monthly newsletters
 - Webinars
 - Alliance Ambassador Leadership Program
 - Training Institute





Illinois 101st General Assembly

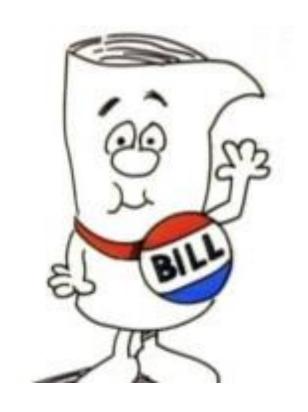
January 28, 2020 – May 31, 2020



What is a Bill?

- All laws begin as ideas. These ideas may come from a legislator (also known as a lawmaker) or from a citizen like you.
- Ideas can become a bill, and all laws begin as bills.
- Before a bill can become a law, it must be approved by the House of Representatives, the Senate, and the Governor.





"I'm Just a Bill"

www.youtube.com/watch?v=SZ8psP4S6BQ

What is a Hearing? - 1

- When a bill is introduced, it gets assigned a number and gets sent to a committee:
 - Human Services
 - Education
 - Consumer Protection
 - Workforce Development

What is a Hearing? - 2

- Committee members review, research and revise the bill.
- If committee members want more information, a hearing is held, and people can attend to speak up and speak out!

Ways to Speak Up and Speak Out

Testify in person



Witness Slip



"It is my responsibility to advocate for myself."

~ Ralph Hastie



What is a Witness Slip?

- A public record of a person or group's position on a particular bill
- A slip that is filled out electronically instead of on paper with a pen or pencil
- Can be filed by individuals on behalf of themselves, or on behalf of organizations
- Can be filed for any bill scheduled for a hearing in the Illinois Senate or House Committee

Why Submit a Witness Slip?

 Witness slips are important because they let lawmakers know where people and organizations stand before they vote on a piece of legislation



How Can I File a Witness Slip?

 You can file a witness slip electronically using a computer, tablet, or smart phone



When Should I file My Witness Slip?

- Your witness slip can be submitted as soon as a committee hearing is posted
- You should file your witness slip a day before the committee but at least one hour before the committee hearing to ensure that it is accounted for and read by the committee
- Witness slips can be submitted up to the end of the day of the committee's scheduled date

Does One Witness Slip Follow Each Hearing For My Bill? (1 of 3)

• **No.** You will need to submit a witness slip for each committee hearing posted. For example, your bill may be posted twice within the same week. You will need to submit a witness slip both times, **HOWEVER...**

Does One Witness Slip Follow Each Hearing For My Bill? (2 of 3)

• If your bill is heard in a committee hearing that has been rescheduled for a different time that same day, your witness slip will remain connected with that piece of legislation.

Does One Witness Slip Follow Each Hearing For My Bill? (3 of 3)

 If the piece of legislation is heard in a committee hearing that has been rescheduled to a different day, you will have to submit a new witness slip for the new posting date

Once I Have Filed a Witness Slip, Can I Change My Mind and Delete It?

• **No.** Even if you change your mind, once you file a Witness Slip, it stays on the record. It can be searched for and found years later.



The Witness Slip





Registering and Creating an Account

Why Register and Create an Account? (1 of 2)

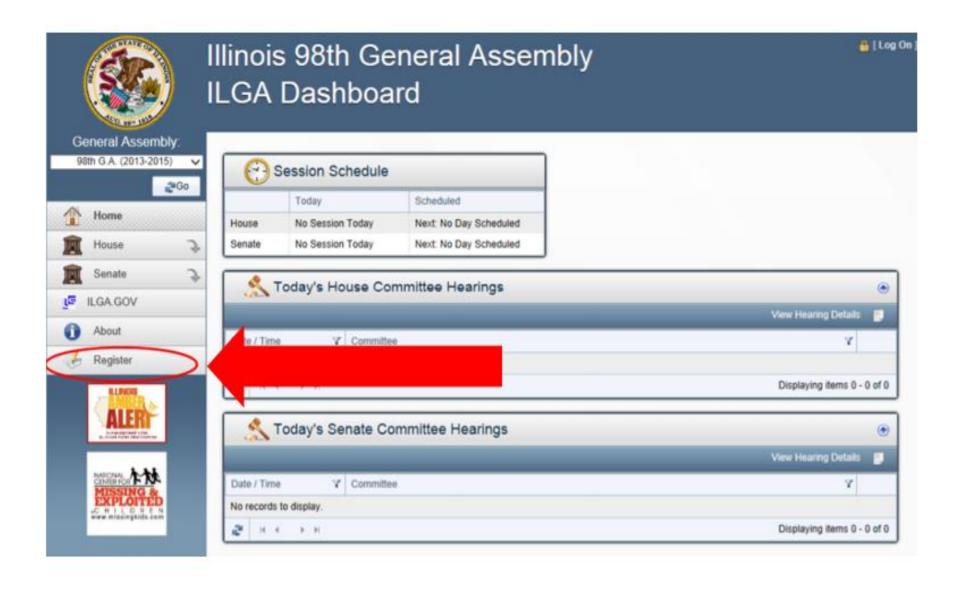
- Saves your user information such as name, address, phone number, email, business and representation, eliminating the need to reenter the information on each Witness Slip
- Easy to create a Witness Slip in just a few clicks
- View your Witness Slips filed for each chamber for the current General Assembly
- Filter and sort by committee name, date/time and legislation number

Why Register and Create an Account? (2 of 2)

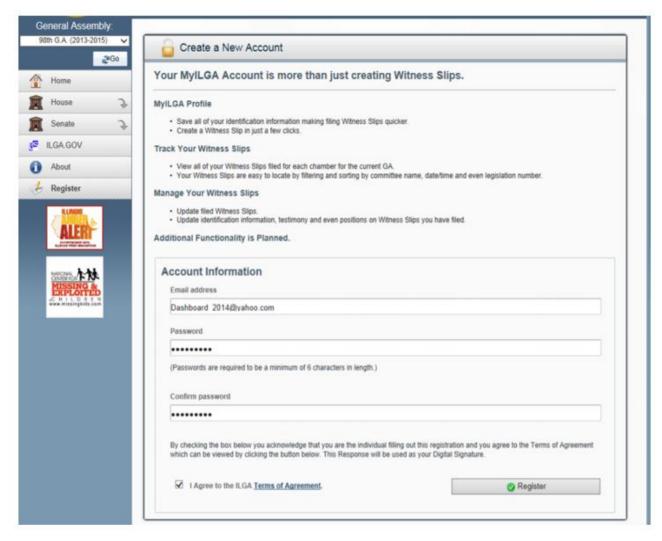
- Update user information, testimony and positions on filed Witness Slips
- Log on to the ILGA (Illinois Legislative General Assembly) Dashboard to enter and manage Witness Slips

You can register an account at my.ilga.gov. You'll need an email address and a password. Email accounts are free from gmail.com, yahoo.com, or a many other providers.

Step 1: Click on the Register button located on the left side of the screen.



Step 2: Type a valid email address and password.



The password is case-sensitive and needs to be a minimum of 6 characters in length. Type the password again to confirm it. Click in the box next to "I Agree to the ILGA Terms of Agreement" and click "Register". To read the Terms of Agreement, click on the underscored words, which links you to the terms.

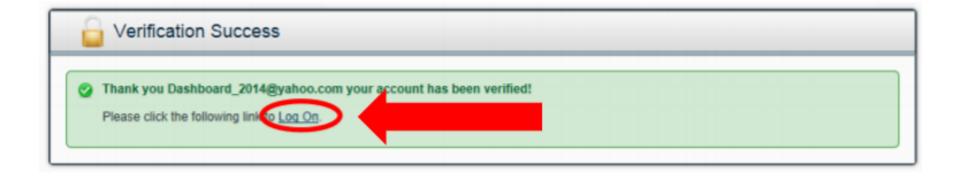
When **Register** is clicked, a confirmation screen displays.



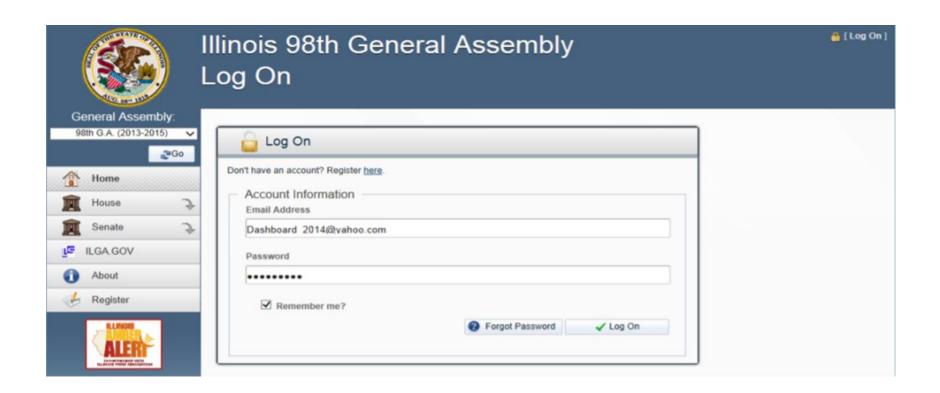
Step 3: Open the verification email that you receive. Click the second link in order to verify your email address is correct.



Step 4: A Verification Success screen displays once your email is verified. Click the link to log on.

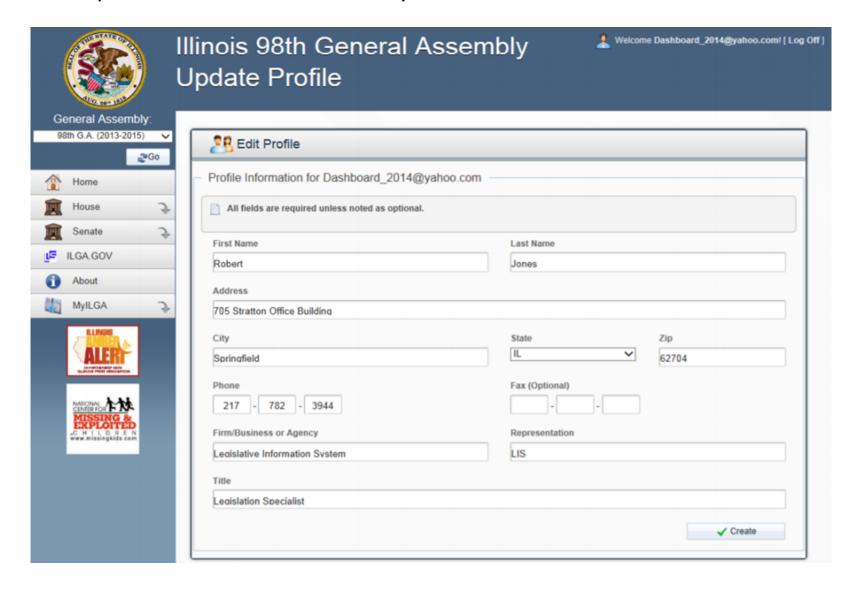


Step 5: Type your email address and password. Click "Log On".

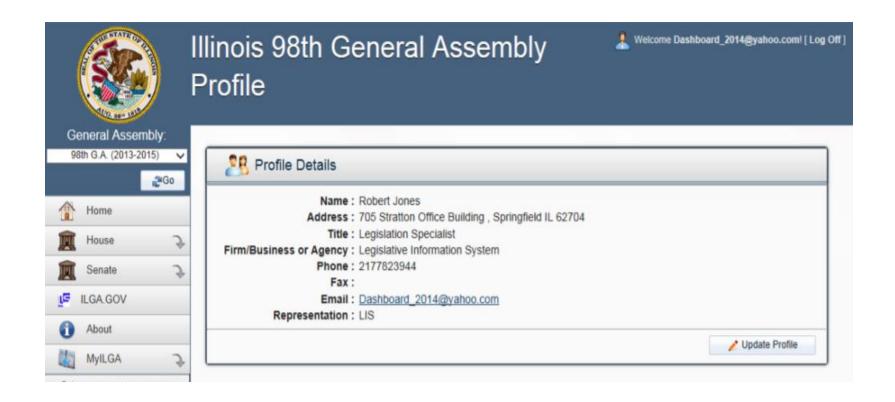


Don't forget to save your password somewhere you can refer to later. You can even **bookmark** the page so that you quick access to your account right from your list of favorites.

Step 6: Once you log on, your email address will appear in the top, right corner of the screen. Since this is the first time logging on, enter your Profile Information. Only the Fax field is optional. Click "Create" when you are done.



Step 7: Verify the Profile Details are correct.



Step 8: Now that you are logged in, select either the "House" or "Senate" menu item on the left side of the screen.

Three additional menu items appear:

- Members
- Committees
- Committee Hearings

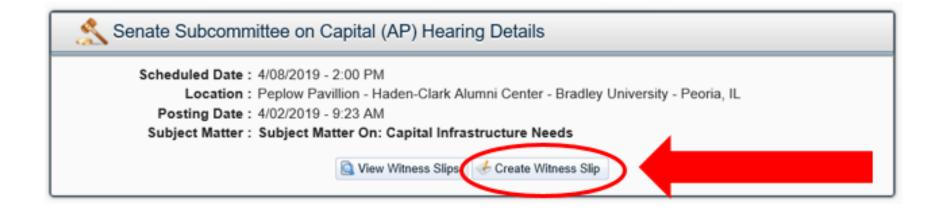
Click "Committee Hearings"



Step 9: View committee hearings posted for today, the week, the month or previous hearings posted by clicking on the appropriate tab. Select the "View Hearing Details" icon on the right to display the committee Hearing Details screen.



Step 10: Once you find your bill and hearing information, click "Create Witness Slip".



→ RECORD OF COMMITTEE WITNESS - STATE SENATE			
N/A			
BILL OR RES	7, 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1		
	Other (Subject Matter): Subject Matter On: Capital Infrastructure Needs		
I. IDENTIFIC	CATION		
All fields an	e required unless noted as optional.		
Name	John David		
Address	100 W Sample		
City	Chicago State IL VZip 60601		
Firm/Business Or Agency			
Title	Ambassador		
Email	John _ David@gmail.com		
Phone	(A confirmation email will be sent if email address is provided.)		
Fax (Optional)	312 - 2323 - 7144		
II. REPRES	ENITATION .		
II. KEPKES	ENTATION		
This section	n is to be filled if the witness is appearing on behalf of a group, organization or other entity.		
Persons, groups	firms represented in this appearance:		
Self			
III. POSITIO	N —		
Select your	position(s) on the legislative items.		
Subject Matter	< Select Subject Matter > V Proponent Opponent No Position On Merits Remove Position		
Add Position			
IV. TESTIM	ONY (Check all that apply)		
Select the t	destimony types that you will supply for the hearing. (Check all that apply)		
□ Oral	☐ Written Statement Filed ☐ Record Of Appearance Only		

Since you registered, your information will automatically be filled in, saving you time.

Filing a Witness Slip Without Registering For An Account

Filing Without an Account (1 of 2)

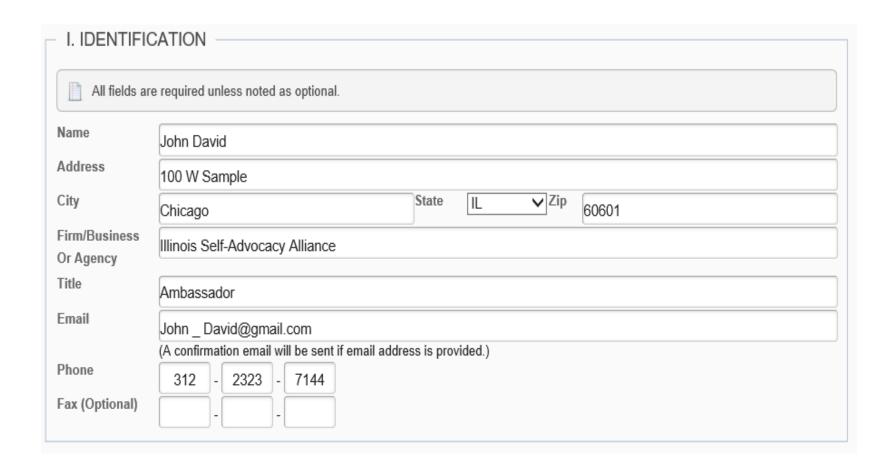
- You can enter electronic Witness slips on a piece of legislation or on subject matter in committee without registering or logging on.
- Usually used by first time users or users that enter in Witness Slips very infrequently.
- It does not allow you to edit a slip once it is submitted.

Filing Without an Account (2 of 2)

 Sometimes you will have a link to file an electronic witness slip. Clicking the link will take you directly to the Witness Slip for that particular bill. Other times you may need to search for the bill that you want to file a witness slip for.

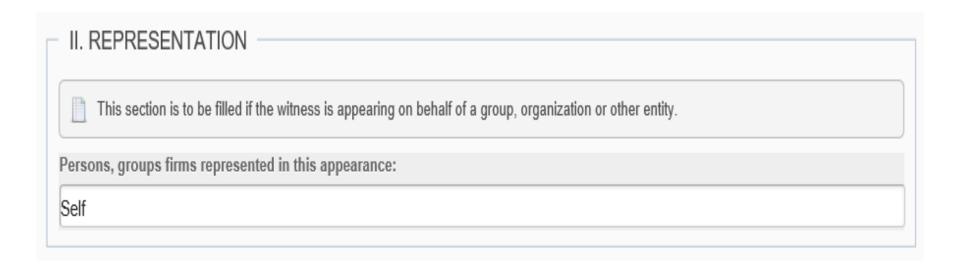
Completing the Witness Slip

- 1. Under I. IDENTIFICATION, fill in the following:
 - a. Name
 - b. Address
 - c. City
 - d. State
 - e. Zip code
 - f. Firm/Business Agency
 - i. This is the organization to which you are connected. Examples may include the name of your self-advocacy group, the name of the agency/organization that supports you, The Illinois Self-Advocacy Alliance, Inc., etc.
 - g. Title
 - i. This is how you identify yourself. Examples may include self-advocate, ambassador, director, etc.
 - h. Email
 - i. Phone number



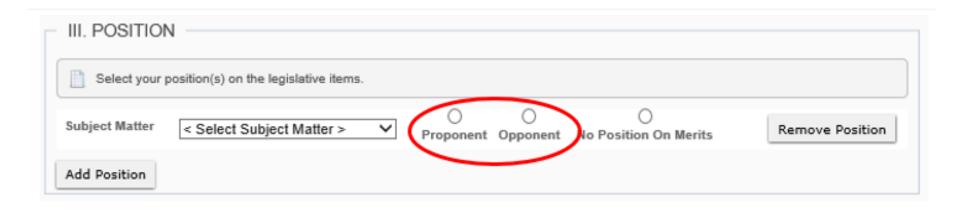
Under II. REPRESENTATTION, fill in the following:

- Persons, Group, Firms represented in this appearance
 - If you are representing yourself and your opinion about the bill, you will write "self"
 - IMPORTANT: If you are not authorized by an organization, business, or other entity, you cannot speak on their behalf and cannot write in the organization, business, or other entity name.



- Under III. POSITION, select your position(s) on the legislative items.
 - a. Click on either "Proponent" or "Opponent"
 - i. Proponent means that you like and are for the bill, wanting it to pass
 - **ii.Opponent** means that you don't like or are against the bill, and don't want it to pass

IMPORTANT: Make sure you are correctly checking your position on the bill.



Under IV. TESTIMONY, click "Record of Appearance Only"

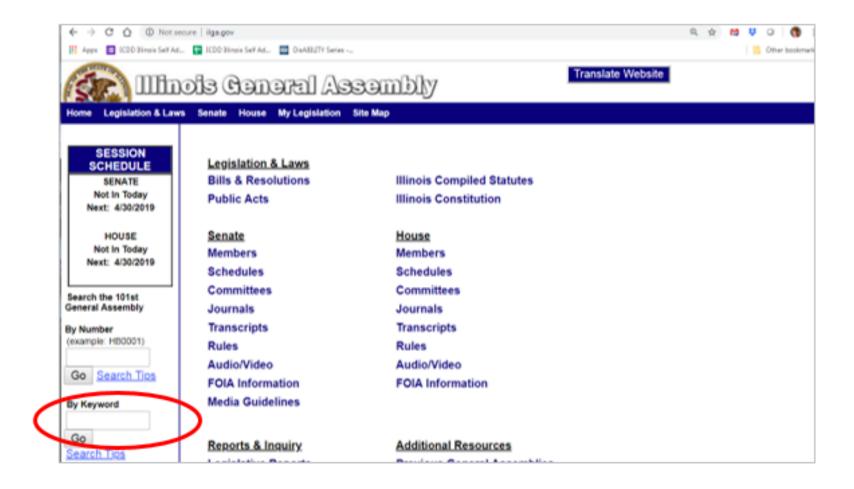


Once you have completed your Witness Slip, click on "Create (Slip)"

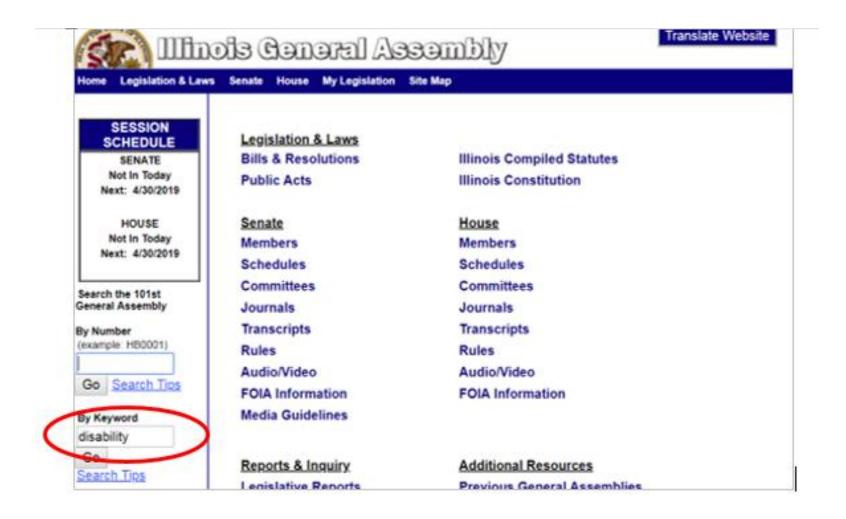
Congratulations! You "spoke up and spoke out" by creating a successful electronic Witness Slip! You should also receive an email confirming the submission of your Witness Slip.

Filing a Witness Slip by Searching for the Bill

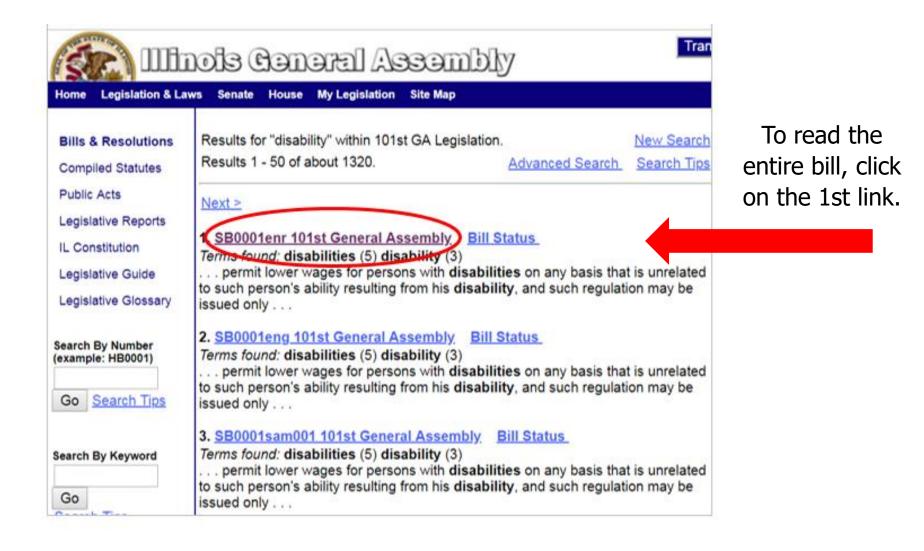
Step 1: Go to <u>www.ilga.gov</u> and find the By Keyword box on the left-hand side of the page.



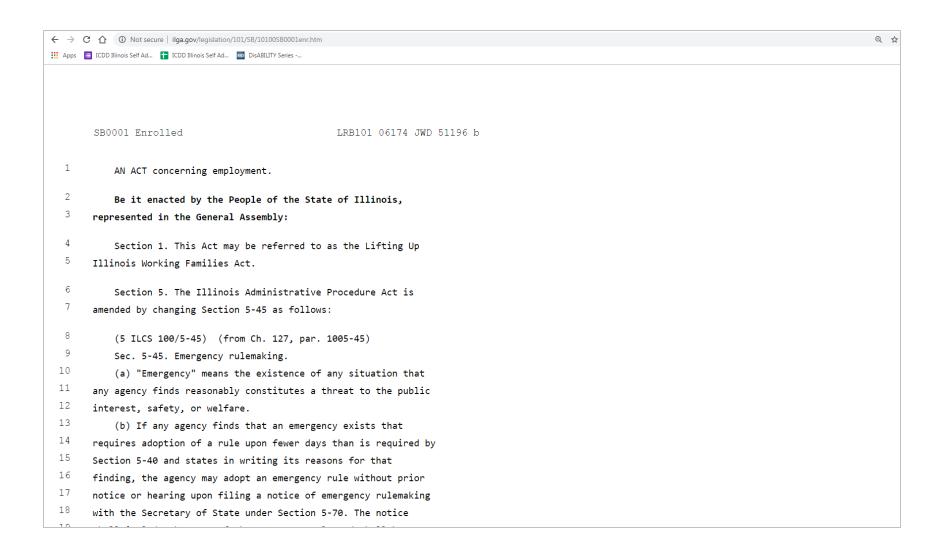
Step 2: Put in the Keyword that most closely represents the bill that you are searching for. For example, Keywords can include "disability", "minimum wage", "group homes", "sheltered workshop", etc.



A listing of every active bill that includes the Keyword you entered will be shown.



You will be taken to a screen that shows the entire wording of the bill.



To check on the Bill Status, click the 2nd link.



You will be taken to a screen that shows the status of the bill.



Translate Website

Bills & Resolutions

Compiled Statutes

Public Acts

Legislative Reports

IL Constitution

Legislative Guide

Legislative Glossary

Search By Number (example: HB0001)

Go Search Tips

Search By Keyword

Go

Search Tips

Bill Status of SB0001 101st General Assembly

Full Text Votes Witness Slips View All Actions Printer-Friendly Version

Short Description: MINIMUM WAGE/INCOME TAX CREDIT

Senate Sponsors

Home Legislation & Laws Senate House My Legislation Site Map

Sen. <u>Kimberly A. Lightford</u> - <u>Jacqueline Y. Collins</u> - <u>Antonio Muñoz</u> - <u>Iris Y. Martinez</u> - <u>Mattie Hunter</u>, <u>Patricia Van Pelt</u>, <u>Robert Peters</u>, <u>Ann Gillespie</u>, <u>Ram Villivalam</u>, <u>Omar Aquino</u>, <u>Martin A. Sandoval</u>, <u>Terry Link</u>, <u>Elgie R. Sims</u>, <u>Jr.</u>, <u>Toi W. Hutchinson</u>, <u>Cristina Castro</u>, <u>Emil Jones</u>, <u>III and Christopher Belt</u>

House Sponsors

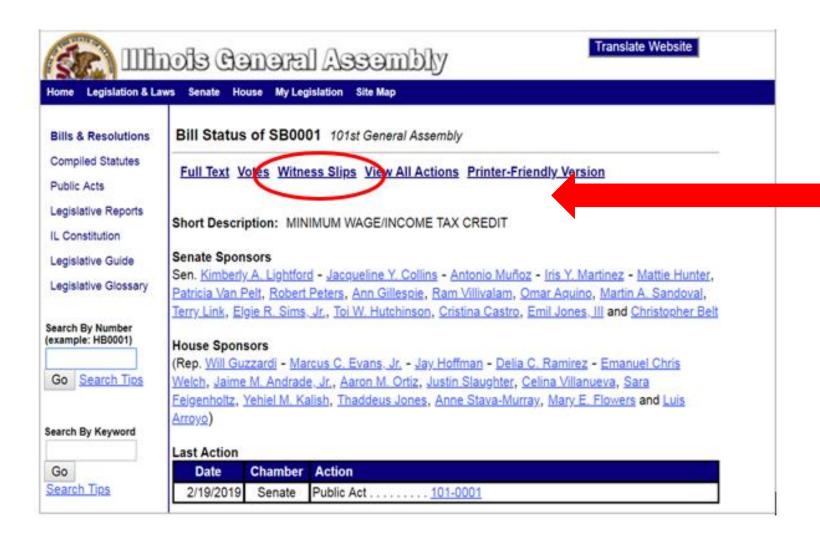
(Rep. <u>Will Guzzardi</u> - <u>Marcus C. Evans, Jr.</u> - <u>Jay Hoffman</u> - <u>Delia C. Ramirez</u> - <u>Emanuel Chris Welch, Jaime M. Andrade, Jr., Aaron M. Ortiz, Justin Slaughter, Celina Villanueva, Sara Feigenholtz, Yehiel M. Kalish, Thaddeus Jones, Anne Stava-Murray, Mary E. Flowers and <u>Luis Arroyo</u>)</u>

Last Action

Date	Chamber	Action
2/19/2019	Senate	Public Act <u>101-0001</u>

Bill number is listed at the top of the page.

To submit a Witness Slip, click on Witness Slips Link.











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Facebook

www.facebook.com/IllinoisSelfAdvoc
acyAlliance/?ref=bookmarks