

July Public Hearings

Time: 1:30-2:30 p.m. – Location: WebEx
Information for Members of the Public

General Information

The State Health Coordinating Council (SHCC) holds six [public hearings](#) in July for the purpose of receiving comments and adjusted need determination petitions regarding the North Carolina Proposed State Medical Facilities Plan (SMFP). A member of the SHCC presides at each public hearing. Members of the Healthcare Planning and Certificate of Need Section of the Division of Health Service Regulation of the NC Department of Health and Human Services also attend.

All petitions submitted by the deadline and all oral remarks made at the public hearings will be posted as soon as feasible after the last public hearing in July. After the last public hearing is a comment period. All other written comments received by the comment deadline will be posted as soon as feasible after the deadline. Refer to the [website](#) for the deadline dates. All such documents will be posted [here](#). Refer to [Chapter 2 of the SMFP](#) for more specific information about submission of petitions and comments.

Attending the Public Hearing

We are required to have a list of the members of the public who attend each public hearing. If you plan to attend the public hearing, email **DHSR.SMFP.HealthCarePlanning@dhhs.nc.gov** **before noon** on the date of the public hearing. In your email, indicate whether you wish to make oral remarks (see below for instructions on presenting oral remarks). If your email makes no mention of speaking, the Planning team will assume that you do not wish to make oral remarks. You must send a separate email for each hearing you wish to attend, regardless of whether you wish to speak.

Presenting Oral Remarks at a Public Hearing

People who present oral remarks at public hearings must provide Healthcare Planning with an electronic copy of their remarks, preferably **before** the public hearing. **Email oral remarks to DHSR.SMFP.Petitions-Comments@dhhs.nc.gov. Include the words “Oral Remarks” and the date of the public hearing in the subject line.** Healthcare Planning must receive electronic copies of all oral remarks no later than **5:00 p.m. on the date of the last July public hearing.** Late submissions will not be posted.

Please note that speakers may make oral remarks using a video connection, but may not use electronic presentations (e.g., screen sharing, PowerPoint). The length of time allowed for oral remarks is likely to vary by the total number of people who wish to speak. It could be as little as 3 minutes, or as much as 10 minutes. Typically, speakers have about 5 minutes.

Joining the Public Hearing

The WebEx event will open at **1:15 p.m.** so that we can make sure everyone's connections are working. The hearing will not start before 1:30 p.m. If you plan to present oral remarks, please join via video, if possible.

The instructions for joining the public hearings can be found [here](#). You may also join by conference call; the phone number and event numbers are also in the instructions.

If you join using the URL, but cannot hear or be heard, click on the bubble that has 3 dots and a menu will pop up in the center of your screen near the bottom (see picture below). Click on "Audio Connection" (or something similar, depending on your interface) and you will be prompted for your phone number; enter your phone number and you will receive a call from the WebEx system, so that you can hear from your phone. The public will not be able to see your complete phone number.



If you have other problems, text Elizabeth Brown at 919-280-9481. If you don't get a response very soon (she may be helping someone else), text Andrea Emanuel at 919-904-1420.

During the Public Hearing

To avoid extraneous noise, please mute your audio unless you are presenting your oral remarks.

If you would like to make oral remarks at a public hearing but did not email the Planning team beforehand, wait until all other speakers have finished. The presider will ask whether additional people wish to speak. At that time, unmute yourself and announce that you wish to speak.

If you find that the screen or audio freezes during the public hearing, just give it a minute. Don't disconnect immediately. Things will probably go back to normal.



If you join using the URL, clicking on this icon will open a "Chat" area on the bottom right of your screen. You may use the chat feature to communicate with the host or anyone else in attendance.

Even though we are meeting remotely, the public hearings will be recorded as usual, including the "chats." The chats are public records.