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## State Water Resources Control Board

### **PARTICIPATION INFORMATION FOR THE COLLEGE LAKE HEARING DRY RUN**

**A Hearing Dry Run via the Zoom platform has been scheduled at 3:00 p.m. on Monday, September 21, 2020**, to give parties and hearing team staff an opportunity to test equipment and demonstrate how the hearing team plans to display documents. Participation in the Hearing Dry Run is encouraged but not required.

The Zoom meeting should last no more than one hour and will not include a complete rehearsal of the hearing. Hearing staff plans to display example documents in Adobe PDF, Microsoft Excel, and PowerPoint formats.

#### **Participation Details**

Since video sharing will be required of parties, their representatives, and witnesses when testifying or presenting arguments during the remote hearing, participants are encouraged to join the Hearing Dry Run using the Zoom link below:

<https://waterboards.zoom.us/j/92320905844?pwd=SHNuSnZVaklZdFgwZ09NVkIJQm9Tdz09>

All Zoom participants are requested to keep their microphones muted when not speaking.

You will not need to install software on your computer to participate; the Zoom service can run within an existing web browser. However, downloading the Zoom software may provide a superior meeting experience. You can download the Zoom client at: <https://zoom.us/download>. We recommend that you familiarize yourself with Zoom's features prior to the meeting by visiting [Zoom's Help Center](#).

#### **Agenda**

The Hearing Dry Run will not include discussion of substantive hearing issues.

- Introduction
- Roll call to test microphones and cameras
- Hearing staff demonstration of document sharing via Zoom
- Follow-up questions and any trouble-shooting

**Contact Information**

If you experience technical issues that limit your participation during the Hearing Dry Run, please contact staff [wr\\_hearing.unit@waterboards.ca.gov](mailto:wr_hearing.unit@waterboards.ca.gov) for assistance. Staff will attempt to correct any technical issues that arise as quickly as possible.

**Additional Information**

For more information related to this hearing project, visit [https://www.waterboards.ca.gov/waterrights/water\\_issues/programs/hearings/collegelake/](https://www.waterboards.ca.gov/waterrights/water_issues/programs/hearings/collegelake/).

### **Guidelines for Orderly Participation via Zoom**

- Remote events often lack the same visual and social cues available during public, in-person events. Please be respectful and patient so all participating parties can be fairly heard.
- Call into the event at least 10 minutes before the scheduled start of the event to ensure you can resolve any technical issues before the event starts. You will initially be in a virtual waiting room and will be let into the event by a staff person. Please test your video and/or audio before the start of the event. At the bottom, left-hand side of the Zoom window, you will see a microphone and a video camera symbol. If there is a red line across the symbols that means they are currently off.
- The Zoom platform occasionally freezes up due to an influx of new users. At times, you may see a frozen screen for a moment or two. If this issue persists after a few minutes, please notify hearing staff at [wr\\_hearing.unit@waterboards.ca.gov](mailto:wr_hearing.unit@waterboards.ca.gov).
- Please identify yourself each time you speak.
- Regardless of whether you participate via phone, computer, or mobile device, please participate from a quiet environment and speak slowly and clearly, so that we can properly hear you. If you are using the internet to connect to the event, try to ensure that you have a good connection or strong signal.
- It is important to avoid creating acoustic feedback. Please remain on mute while others are speaking to minimize background noise and minimize the use of speakerphone while participating. If there are other devices near you that are tuned into the event, please make sure that the speaker volume of those devices is turned off when it is your turn to participate.
- The hearing staff will moderate this event and individuals who are disruptive may be removed from the remote meeting service or have their connection muted.