

COMMISSION ON STATE MANDATES

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December 23, 2003

TO: ALL INTERESTED PERSONS
FROM: Paula Higashi, Executive Director
RE: Agenda and Notices

The Commission on State Mandates will hold its next meeting and hearing at **9:30 a.m.** on January 29, 2004 in the State Capitol, Room 126. The agenda and new filings are enclosed.

Testimony at the Commission Hearing. If you plan to address the Commission on an agenda item please notify the Commission Office by noon, two days before the hearing. When calling, identify the item and the entity you represent. The Chairperson reserves the right to impose time limits on presentations as may be necessary to complete the agenda.

Agenda Materials. All back-up material and supporting documentation for public meetings are available for public inspection at the Commission Office, 980 Ninth Street, Suite 300, Sacramento, California 95814; (916) 323-3562. In addition, a complete copy of the above-described materials will be available for public inspection at the meeting.

Web Site. Agenda items are available on the Commission's Web Site (<http://www.csm.ca.gov/>). After reaching the site's home page, click on the words "Current Hearing" on the left side of the page for the hearing agenda. Generally, the short agenda will be uploaded two weeks prior to the hearing. Items will be uploaded approximately one week before the hearing without exhibits and may be accessed from the agenda. If an item is postponed prior to the hearing, notice will be posted on the agenda. Following the hearing, Commission actions will be posted on the agenda, and revised items will be posted upon completion. Each month's agenda will remain posted until the following month is uploaded.

The approved minutes of previous commission meetings are also on the Web Site in PDF formats. To access the minutes, click on the words "Hearings/Minutes" on the left side of any page. The most recent minutes become available following approval by the Commission, generally after the next hearing.

Special Accommodations. If you need any special accommodations such as a sign language interpreter, an assistive listening device, materials in an alternative format, or any other accommodations, please contact the Commission Office at least five to seven *working* days prior to the meeting.

Enclosures

TO RECEIVE NOTICES AND AGENDAS FOR COMMISSION MEETINGS AND HEARINGS ELECTRONICALLY, SUBSCRIBE BY SENDING AN E-MAIL TO AGENDA@CSM.CA.GOV, THEN TYPE "ADD AGENDA" (WITHOUT QUOTES) IN THE SUBJECT LINE. YOU WILL RECEIVE TWO CONFIRMATION E-MAILS.