

GRAND RIVER | SOLUTIONS

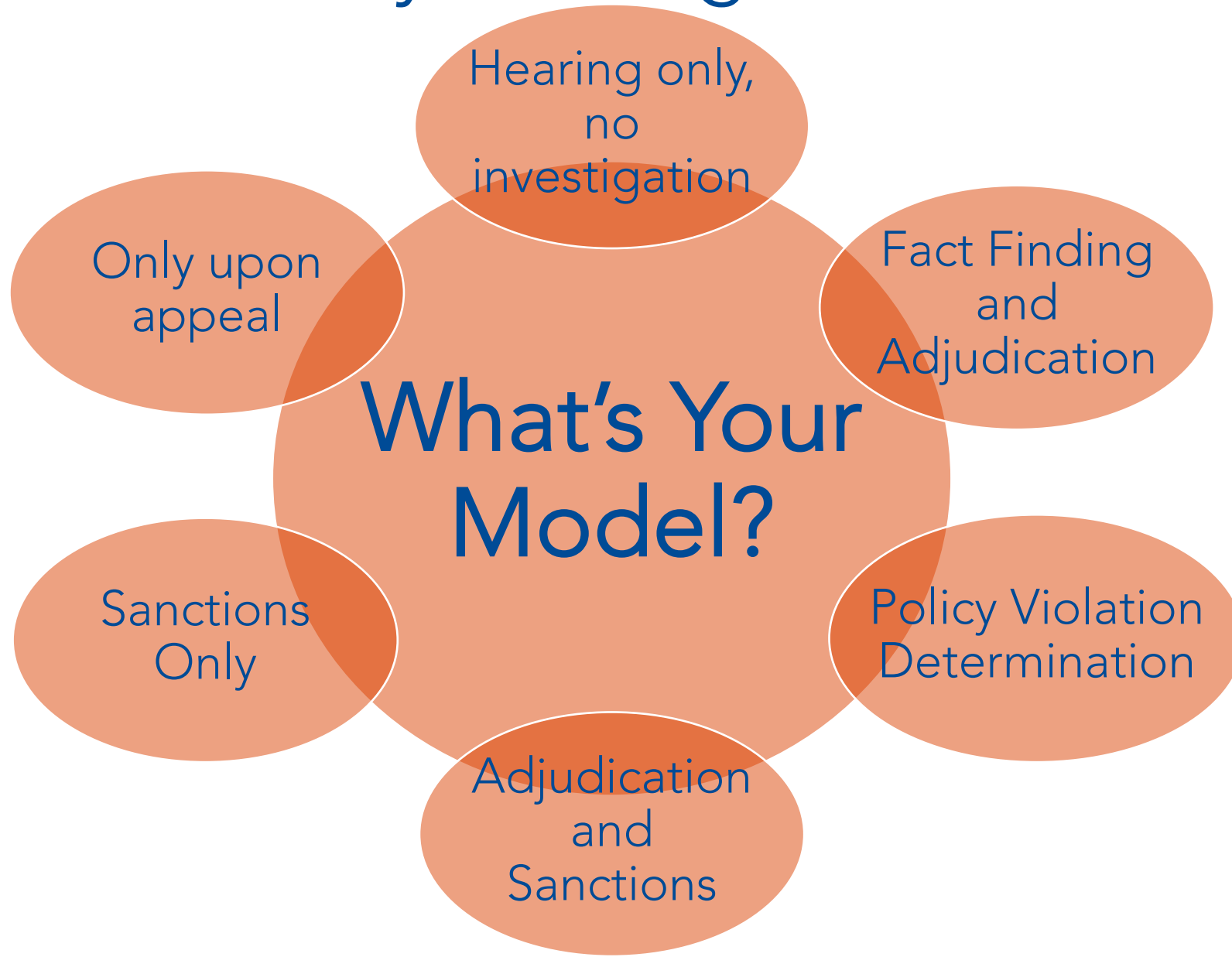
# Hearings: An Implementation Guide



# Where to Start – Some Suggestions



# SOOOOO Many Hearing Models....



# The Essential Elements of All Hearings

Clear  
Procedures

Due/Fair  
Process

Fair,  
Equitable,  
and Neutral

Consistency

Trauma  
Informed

Well Trained  
Personnel

# You Need to Determine:

## The Process

- Pre-hearing process, submission of evidence, opening statements, other statements, closing statements, findings, impact statements, etc.

## The Players

- The roles of all participants

## The Evidence

- Relevancy, exclusions, timing of submission, how to submit, and WHO DECIDES?

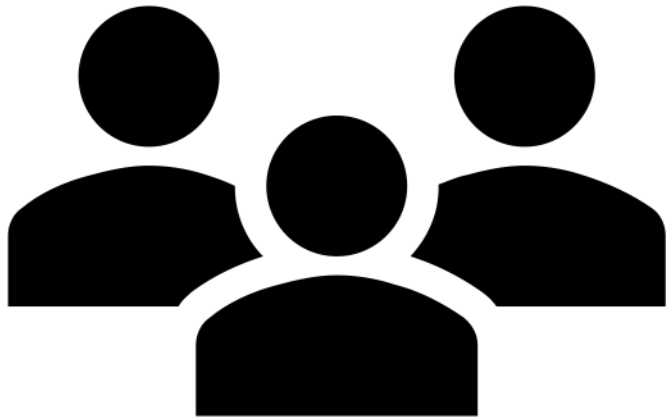
## The Outcome

- Deliberations; Notice; manner and method communicated.

# Who Will Have These Roles?

- Overseer of the Process?
- Maintain order during hearing?
- Makes decisions about evidence, scope of hearing
- Makes decisions about witnesses
- Makes decisions about questions to be asked
- Makes decisions about procedural elements
- Who is voting or non-voting participant?
- Who writes the decision?

# Other Considerations: Panel



- Number of panelists?
- Can you have a panel of one?
- Must finding be unanimous?
- Internal, external, or some combination?

# The Players

## Advisors/Support Folks



- Roles
- Participations
- Communicating their role
- Enforcing their role



# Other Decisions:

- Will you include Opening, Closing, or Impact Statements? NOT required, but you need to decide.
- How will questioning take place? Direct cross examination, indirect?
- How will questions be submitted?
- Will there be any restrictions on questions that can be asked, such as due to relevancy, already asked and answered, unduly harassing?
- If done remotely, how will the technology be set up?
- If in person, room set-up and who is in the room?



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