

Public Participation at Board Meetings

Designated Time for Public Participation

Members of the public may comment at Board meetings during the portion of the meeting designated to receive public comment. At all other times during a Board meeting, the public shall not enter into discussion or debate on matters being considered by the Board, unless requested by the Board Chair.

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the Board chair or their designee prior to the start of the meeting and shall indicate the agenda item on which they wish to address the Board.

In-person meetings: A sign-up sheet will be posted in the meeting room.

Virtually: Board chair or their designee will ask if anyone would like sign-up for public comment before the meeting is called to order and provide instructions on how to do so electronically or verbally.

Comments will be accepted only on items on the agenda for that meeting except for items discussed in the Executive Director's report. No comments will be allowed/accepted pertaining to the Executive Director's report.

An individual's comments to the Board shall not exceed three minutes per meeting. If more than 10 individuals have signed up for public comment, each individual's comments to the Board shall not exceed two minutes per meeting.

Role of the Board Chair

The Board Chair is responsible for the management of the public comment period. The Board Chair, in their sole discretion, may take the following actions when necessary for effective meeting management:

- Adjust the overall time limit for public comment.
- Adjust the speaking time allotted to each speaker.
- Determine that a comment or concern is not appropriate for public comment. Items not appropriate for public comment include, but are not limited to, items not on the Board meeting agenda, disclosing private personal information about another individual, the use of vulgarity, and the use of threats.

Disruption of the meeting by members of the public will not be tolerated. If, after at least one warning from the Board Chair, any individual continues to disrupt the meeting by their words or actions, they will be asked to leave or will be muted.

Responses to Items Raised During Public Comment

Board members will not respond to items raised during public comment. This is a time for the public to express their views.