

PROTOCOLS FOR PUBLIC COMMUNICATION TO THE BOARD AT BOARD MEETINGS

1. Oral Presentations on Board Agenda Items. Persons wishing to make oral presentations to the Board on an agenda item must notify the General Manager on or before the day of the meeting. Those persons may be required to complete a registration form that indicates the agenda item on which they wish to comment, along with the speaker's name, address and other relevant information. Persons may not distribute materials at the meeting or use visual or audio aids such as overhead projectors, large charts, or video presentations without prior notification of the General Manager and approval by the presiding officer.

2. Oral Presentations on Unscheduled Items. Persons wishing to appear before the Board to discuss issues not scheduled on the Board's agenda must notify the General Manager. The General Manager, after consulting with the Board Chair, will notify the person whether the Board will schedule that item at a future Board meeting.

3. Time Allocation. The Board Chair or other presiding officer may limit the number of speakers and the length of time for each speaker. Speakers may not trade or donate time to other speakers without permission from the presiding officer, and repetitive testimony shall be minimized.

4. Rules of Decorum. Speakers and members of the audience must avoid disruptive behavior that interferes with the orderly conduct of a public meeting. Placards, banners, and hand-held signs are not allowed in Board or committee meetings, and speakers and members of the audience must avoid personal affronts, profanity, booing, excessive noise, and other disruptive conduct. The presiding officer may direct that anyone who disrupts a meeting be removed from the room.

5. Committee Meetings. Persons wishing to provide oral comments at a public meeting of a Board committee may do so only with the permission of the committee chair or by vote of the committee.