



Public Comment Guidelines

The Public Comment period is a time for citizen input and comments on various matters. Speakers are encouraged to discuss only items over which the Community Relations Advisory Committee has some control. Anyone desiring to address the Community Relations Advisory Committee must sign up on the appropriate sign-up sheet. Speakers are given 5 minutes to provide comments in order to keep C-RAC meetings efficient and timely.

1. The speaker must be recognized by the Chairperson as having the exclusive right to be heard.
2. The Chairperson will ask each speaker to begin by stating his or her name and address.
3. Public comments are limited to five minutes and the speaker will be asked to specify which subject matter he or she will be addressing in the comments.
4. C-RAC members are not to discuss or ask questions during the public comment period, unless the Chairperson gives approval for discussion.
5. The Chairperson will determine the appropriate steps following the speaker's comment, which includes:
 - a. Schedule the speaker's topic as an agenda item for discussion at a future C-RAC meeting
 - b. Refer the speaker to meet separately with C-RAC member(s) and/or staff (Resource Site) to further discuss issue or submit a complaint
 - c. Allow the speaker additional time beyond 5 minutes for brief discussion with C-RAC members
6. The meeting sign-in sheet is available for C-RAC members to contact visitors who attend the meetings.

Committee approved on 7/23/19