

## **COC OPEN FORUM POLICY**

Audience participation (open forum) at COC Board meetings is limited to the portion of the meeting designated for that purpose. At all other times during a COC Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless recognized by the presiding officer.

### **PUBLIC COMMENT**

At regular meetings the Board shall allot a limited amount of time to hear persons who desire to make comments to the Board. Persons who wish to participate in this portion of the meeting shall sign up with the presiding officer or designee no later than five minutes before the announced time of the meeting and shall indicate the topic about which they wish to speak.

No presentation shall exceed fifteen minutes. Delegations of more than five persons shall appoint one person to present their views before the Board.

### **BOARD'S RESPONSE**

Specific factual information or recitation of existing policy may be furnished in response to inquiries, but the Board shall not deliberate or decide regarding any subject that is not included on the agenda posted with notice of the meeting.

If the topic is not on the agenda, the Board may decide to put the matter on the agenda of a subsequent meeting or shall direct the presiding officer or board member designated by the presiding officer to respond on behalf of the Board during the interim.

### **ADDRESSING AGENDA ITEMS**

A person who wishes to speak about an item on the scheduled agenda shall sign up no later than five minutes before the announced time of the meeting. The person shall list his or her full name, identify any group being represented, and identify the agenda item that will be discussed. When that item on the agenda is called by the President, the person shall be given no more than five minutes to speak.

### **COMPLAINTS AND CONCERNS**

The presiding officer or designee shall determine whether a person addressing the Board has attempted to solve a matter administratively through resolution channels established by policy.