

Budget Committee's Public Comment Rules & Procedures

- The Budget Committee will designate 60 minutes or 1 hour of time for public comments and implement a randomized lottery system for speaker selection. During this time the Budget Committee will listen to public comments and will not engage in dialogue, debate, or discussion with speakers during the public comment period or with any members of the audience at any time during the meeting.
- All speakers must register prior to the start of the meeting. Once the meeting begins, no additional speaker registrations will be accepted. Individuals who miss the registration deadline may submit written testimony for the record (you may email written comments to kattie.riggs@clackamas.edu).
- Each speaker must adhere to the established 3-minute time limit. A visible timer may be used, and speakers will be asked to conclude promptly when their allotted time expires.
- Speakers may yield their speaking time to another individual.
- If multiple individuals represent the same organization, position, or viewpoint, the group is encouraged to designate one spokesperson. Repetitious comments may be limited in order to allow time for a broader range of perspectives (meaning the Budget Committee has the right to interrupt a speaker to ask them if they have anything new to share because the information being shared has already been heard).
- Comments must relate to the proposed budget or matters within the Budget Committee's jurisdiction.
- Personnel matters, complaints, or comments concerning specific individual employees will not be permitted during public comment.
- Speakers are expected to maintain respectful and professional decorum. Disruptive behavior, personal attacks, profanity, or conduct that interferes with the orderly operation of the meeting may result in removal from the meeting in accordance with Board policy and Oregon public meeting laws (or the Committee could choose to end the meeting and reconvene virtual at a future date and time).
- Written testimony submitted before or during the meeting will be included in the public record and shared with the Budget Committee (written public comments can be

submitted via email at kattie.riggs@clackamas.edu).

- The Chair may enforce these procedures uniformly to ensure fairness, equity, and the efficient conduct of business. It is also up to the other Budget Committee members to provide the Chair support with enforcement and hold the Chair accountable.