

BOARD MEETINGS
PUBLIC PARTICIPATION

BDB
(LOCAL)

**Limit on
Participation**

Audience participation at a Board meeting is limited to the portion of the meeting designated to receive public comment in accordance with this policy. At all other times during a Board meeting, the audience shall not enter into discussion or debate on matters being considered by the Board, unless requested by the presiding officer.

Public Comment

Regular Meetings

At regular Board meetings, the Board shall permit public comment, regardless of whether the topic is an item on the agenda posted with notice of the meeting.

Special Meetings

At all other Board meetings, public comment shall be limited to items on the agenda posted with notice of the meeting.

Procedures

Individuals who wish to participate during the portion of the meeting designated for public comment shall sign up with the presiding officer or designee before the meeting begins as specified in the Board's procedures on public comment and shall indicate the agenda item or topic on which they wish to address the Board.

Public comment shall occur at the beginning of the meeting.

Except as permitted by this policy and the Board's procedures, an individual's comments to the Board shall not exceed ~~three~~ five minutes per meeting.

Meeting
Management

When necessary for effective meeting management or to accommodate large numbers of individuals wishing to address the Board, the presiding officer may make adjustments to public comment procedures, including:

- Adjusting when public comment will occur during the meeting;
- Reordering agenda items;
- Deferring public comment on nonagenda items; and
- Continuing agenda items to a later meeting.

However, public comment on agenda items shall not be moved after the agenda items have been heard. The presiding officer may also provide expanded opportunity for public comment, establish an overall time limit for public comment, and adjust the time allotted to each speaker. However, no individual shall be given less than one minute to make comments.

If the presiding officer determines that a speaker has already addressed specific subject matter during prior public comments before the Board, the presiding officer may elect to disallow further comment on that topic at subsequent meetings.

Commented [MR1]: We changed this to three minutes, which is pretty common, and it matches the existing time limits in Lee College's public comment sign-up sheet and Regents procedure manual.

Commented [JH2]: I would only exercise this if there have been at least two repeat occasions of the same subject matter. The presiding officer could potentially make this determination 1) based on the subject indicated on the speaker's sign up sheet, or 2) upon the speaker beginning remarks, and it becomes apparent that this is just a repeat of prior comments (under a different "subject" heading. It may be that some of the comments are new and others are repeat, in which case the presiding officer could just disallow the repeat comments but allow the new topic.

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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.
Complaints and Concerns	The presiding officer or designee shall determine whether an individual addressing the Board has attempted to solve a matter administratively through resolution channels established by policy. If not, the Board shall hear the complaint or concern and refer the individual to the appropriate policy (see list below) to seek resolution: • Employee complaints: DGBA • Student complaints: FLD • Public complaints: GB
Disruption	<u>All Board meetings shall be conducted in accordance with proper decorum and be civil, peaceful, and professional.</u> The Board shall not tolerate disruption of the meeting by members of the audience. If, after at least one warning from the presiding officer, any individual continues to disrupt the meeting by his or her words or actions, the presiding officer may request assistance from law enforcement officials to have the individual removed from the meeting. <u>If decorum is not maintained by individuals or the general audience after at least one warning, the presiding officer has the right to place the Board in recess and/or may consider further appropriate action.</u> Each participant is legally responsible for the content and consequences of his or her statements. <u>Should a speaker drift from the stated topic or become disruptive, repetitive, or abusive, the speaker may be given a warning; if a second warning is given, then the speaker shall forfeit the remaining time allotment for the meeting and may be removed from the meeting.</u>

Commented [JH3]: In an extreme case, the presiding officer could consider shutting down the remainder of public comment. I would be very careful to take this approach. In particular, I would not stop comments on agenda items. If this is something the board wants to consider, let's discuss specific scenarios ahead of time to evaluate whether it's a good idea.