Clallam County Fire District 3

Board Policy: 1441
Public Comment Policy

Category: Fire District Governance – Series 1000	**Replaces**: 1441 (6/18/90)
Adopted By: Board of Commissioners	**Effective**: 5/16/16

Related Documents

RCW 42.30, Open Public Meetings Act, Washington State Legislature

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1.0   Scope and Application

1.1   The following policies apply to all members and the general public.

1.2   This policy serves to establish the general policies for managing audience participation during open public meetings conducted by the Board of Commissioners.

2.0   Standard Definitions

3.0   District Policy

3.1   The Board of Commissioners recognizes the importance and value of hearing from the constituents they represent. Therefore, the Board shall conduct their meetings in a manner that provides for a systematic and orderly public comment period at each meeting.

3.2   The Board shall establish public comment procedures designed to specifically permit fair and orderly expression of public comment from participants who must be residents of the Fire District, a District member, or an authorized designee of such residents or member.

3.3   Public comment periods shall be conducted in accordance with Appendix 1441A, Public Comment Guidelines, which shall be readily available via the District's website as well as in the meeting room at least 30 minutes prior to each meeting.

4.0   Responsibilities

4.1   The Board Chair shall be responsible for facilitating the public comment period, and reserves the right to:

1. Interrupt or terminate an individual's statement when it is too lengthy, personally directed, offensive, abusive, obscene, or irrelevant.

2. Extend the comment period with concurrence of the entire Board.

3. Allow individuals to speak to an issue that is not included on the agenda.

5.0   Attachments

Appendix: 1441A, Public Comment Guidelines
Form: 1441F, Public Comment Sign-up Sheet