

PROCEDURES FOR OPEN FORUM

Public comment at regular Committee meetings will be conducted in accordance with policy BED (LOCAL) and the Committee's procedures on public comment.

Individuals must sign up in advance of the Committee meeting. Sign-up will open at 4:00 p.m. and close at 4:25 p.m. the day of the Committee meeting.

Due to the larger number of requests in Open Forum, individuals who sign-up will be allowed to speak for one to three minutes depending on the number of speakers who have signed up.

- 1-10 speakers 3 minutes
- 10-20 speakers 2 minutes
- 20-25 speakers 90 seconds
- 25-30 speakers 1 minute

In no event will a speaker be given less than one minute to address the Committee. For this reason, there will be no more than 30 speakers.

Under the Texas Open Meetings Act, the Committee is not permitted to discuss or act upon any issues that are not posted on the agenda for the meeting.

Rules or order and decorum will be enforced during the public comment period to ensure efficient meetings. Unlawful or disruptive conduct, including interrupting scheduled speakers, speaking out of turn, or interfering with the rights of others, will not be tolerated. Each participant is legally responsible for the content and consequences of his or her own statements.

Written correspondence for distribution to the Committee Members must be delivered to the Administrative Assistant during the open forum sign up to ensure delivery to the Committee.