



## POLICY REGARDING PUBLIC COMMENT AT BOARD MEETINGS AND PUBLIC HEARINGS

### **PURPOSE:**

Kanawha Valley Regional Transportation Authority's (KRT) Board meetings and public hearings are open to the public consistent with West Virginia law. These meetings or hearings are to be conducted in accordance with the published agenda for the meeting or hearing. The Board will provide time for "Public Comment" at each of its regular Board meetings, which will be included on the agendas and meeting notices. However, such Public Comment periods at Board meetings are not considered to be public hearings or a forum for public debate, and public hearings are separately noticed events with a specific agenda. Several ground rules will be followed regarding the public comment at Board meetings and the comments at public hearings. These ground rules are meant to protect all citizens and to provide for an efficient forum to hear the public's comments so that the work of the Board serves everyone, not only those able to attend the meeting:

1. The KRT Board President or KRT Board President's designee or public hearing Chair will determine the total amount of time devoted to public comment at any given meeting and may establish a maximum number of individuals to be heard. At Board meetings, the Public Comment period will occur at the end of the Board meeting.
2. Prior to the start of the meeting, individuals who wish to address the Board or the public hearing Chair must register with name, address, and subject before the start of the Board meeting or public hearing. No person shall be required to register more than 15 minutes prior to the start of the meeting.
3. Only individuals signed in to offer public comment will be invited by the Board President or KRT Board President's designee or public hearing Chair to do so and will be required to identify themselves prior to providing their commentary. Registered individuals wishing to speak of matters not pertaining to business on the agenda shall be recognized during the Public Comment period. KRT Board President or KRT Board President's designee or public hearing Chair may recognize members of the audience to speak during the meeting, outside of the Public Comment period. However, the KRT Board President or KRT Board President's designee or public hearing Chair is not required to do so and any comments, if allowed, may be limited at the discretion of the KRT Board President or KRT Board President's designee or public hearing Chair.
4. Each person may be limited to 3 minutes and may only speak once during the Public Comment period. A speaker's time or turn shall not be yielded to another speaker.

5. Individuals recognized to speak by the Board President or KRT Board President's designee or public hearing Chair should limit their statements to those addressed to the Board or meeting Chair and should not engage in discourse with other public attendees during their time to speak.
6. The Board will not act or comment on any matters raised in the public comment period that are not otherwise noticed on the agenda for a decision by the Board.
7. Comments shall be respectful and courteous.