

BOT - PUBLIC COMMENT AT BOARD OF TRUSTEES MEETINGS

SCOPE

This policy applies to all Stillwater Medical Center Authority (SMCA) entities including those facilities owned, managed, leased and/or operated.

PURPOSE

SMCA is a Public Trust whose purpose it to provide quality health care services and be responsive to the needs of our community. This policy allows the public body the opportunity to be heard at Board of Trustee meetings limited to items listed on the agenda. Comments are limited to three minutes.

POLICY

1. Public comments at regular and special Board of Trustee meetings will be at the discretion of the Board Chairman and held to a maximum of three minutes.
2. Agendas shall identify all items of business to be transacted as required by the Open Meeting Act. Agendas for each meeting are posted 24 hours prior to the meeting.
3. Citizens should submit a 'request to speak' at the Board of Trustees meeting via online form or in person to be submitted no later than 3 p.m. the day of the meeting.
4. Documents and electronic files may be uploaded at the time of submission, no later than 3 pm the day prior to the meeting.
5. Public comment must be confined to items on the agenda.
6. Each speakers' comments will be limited to three (3) minutes per agenda item. Speakers may not abdicate their time to another individual.
7. The Board of Trustees shall not hear personnel complaints nor discuss any employed individuals by title or name. Doing so will automatically terminate discussion.
8. Respectful communication, both verbal and nonverbal, is expected from the public that we serve.
9. Public comment will conclude at the end of the allotted time.

BIOGRAPHY

Approval: **BOT 5-23-2023**

Source:

Effective:

Reviewed:

Revised: