



Public Comment Policy

For Home Forward Board and Community

Home Forward Board of Commissioners welcomes you to its monthly meeting. We conduct our meetings in compliance with the state open meetings law, which requires that board meetings be open for public observation. The law does not actually require that the public be allowed to participate in this meeting, but we value the ideas and insights of our community and the way it improves our work, so we make time for public comment.

If you wish to participate in the "public comment" section of our agenda, please email **Celia.Strauss@homeforward.org** before 5PM on the day of the meeting using "Home Forward [Month] Board Meeting Public Comment Sign-up" as the subject line. In the body of the email, please include your name, the group/organization you represent (if applicable, and the subject of your public comment. Only those who have signed up prior to the convening of the meeting will have a chance to speak. When the time comes in the agenda, the board chair will then call on people one at a time to address the group.

Public comment may not exceed three (3) minutes per person at each meeting, which will be monitored by the board chair or board coordinator. Going over time may result in the abrupt disabling of your microphone after a 30 second alert that you have reached the end of your time.

The board may not be able to respond to your questions, requests for information, or requests for action during the meeting. They will note your request and most likely respond at a later time after board members have had an opportunity to discuss any issues brought to their attention. At other times during the meeting, board members may wish to ask for information from those in the audience, but please refrain from comment unless the board opens the meeting for additional comment.

Thank you for helping us conduct an open and orderly meeting.