



## Cuyahoga County Women's Health Commission

Tenille Kaus, Chair

Laurel Domanski Diaz, County Liaison

Audrey Bucholtz, Clerk

### PUBLIC COMMENT RULES

Permanent Rule – Meetings Subsequent to August 29, 2024

The Women's Health Commission hereby adopts the following rules for public comment at its meetings.

- 1) The Committee Chair shall honor requests to address the committee received consistent with the rules below.
- 2) Requests shall include the name of the requesting party and the topic(s) on which the requesting party wishes to speak.
- 3) Requests shall be made in writing to the Clerk on a form to be provided for this purpose. Request forms must be submitted in-person and may not be submitted on behalf of others (one per person). Requests shall be accepted starting thirty minutes prior to the scheduled start time for all meetings and may not be submitted after the scheduled start time.
- 4) The Committee shall provide a time at the beginning of its meetings for public comment. After being recognized by the Chair, the speaker shall state their name and may speak for not more than three minutes, unless such time is extended at the discretion of the Chair.
- 5) The public comment period at each Commission meeting shall be limited to ten speakers. Speakers will be selected at random from the pool of properly submitted requests prior to the commencement of public comment. Additional speakers may be permitted at the discretion of the Chair.
- 6) In lieu of verbal public comment, written testimony may be submitted to the Committee through the Clerk via email at [abucholtz@cuyahogacounty.gov](mailto:abucholtz@cuyahogacounty.gov) by the start of the meeting.

The Commission shall post the above guidelines on the Commission's website immediately after passage.