

## **Item D: Public Forum**

### **Nov. 17-18, 2022, EQC meeting**

**This item is scheduled to begin at 3:15 p.m. on Thursday, November 17, and is scheduled for up to 60 minutes.**

#### **Sign-up Process**

1. At approximately 3:15 p.m., the commission will open the Public Forum opportunity for any person who wishes to present general comment to the commission on environmental and public health issues relevant to DEQ and EQC
2. People attending the meeting in-person will have the opportunity to sign up to present comment on a form available in the meeting room. That form will remain available until the start of the item, at which time it will be collected and used for the speakers' queue.
3. Stephanie Caldera, EQC assistant, will verbally request that all people attending remotely who are interested in commenting to indicate that interest by "raising their hand"
  - a. **If connected through Zoom, please click the "raise hand" function in the Reactions panel**
  - b. **If connected through the phone, please press \*9**
4. After allowing a short pause for people to complete this action, Stephanie Caldera will verbally state how many people have requested to present comment
  - a. Standard comment timing is three minutes or less
  - b. The commission may shorten this time limit to better accommodate all speakers, and Chair George will confirm time limits once the speakers' list is created
5. Stephanie Caldera will facilitate the remote commenting process, as described below, and in-room commenters will be added to the speakers' queue based on total sign ups.

#### **Remote attendee comment process**

1. Your line and video, if applicable, will be un-muted by Stephanie Caldera, and you will be prompted to begin your comment by your display name or phone number.
2. Please state your name clearly to start your comments
3. Please limit your comments to the time allocated by the commission (this time will be confirmed at the meeting)
  - a. During your item, you may see three on-screen prompts: Green slide – Time has started for your comment; Yellow slide – One minute remaining; Red slide – 15 seconds remaining/please wrap up
4. When you have completed your comment, your audio and video will be re-muted by Stephanie Caldera, who will then open the line for the next speaker
5. If you have any supporting materials, or would like to provide the commission a copy of your comments before or after the meeting, please email them to Stephanie Caldera, EQC assistant: [Stephanie.Caldera@deq.oregon.gov](mailto:Stephanie.Caldera@deq.oregon.gov)

**Once all comments have been presented, the commission will close the Public Forum portion of the meeting agenda.**