

## **Item G: Public Forum**

### **May 7, 2020, EQC meeting**

This item is scheduled to begin at 2:10 p.m., and will last for approximately 45 minutes.

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

1. At approximately 2:10 p.m., EQC Chair George will open the Public Forum opportunity for any person who wishes to present comment to the commission on environmental issues
2. Stephanie Caldera, EQC assistant, will verbally request that all people interested in commenting to indicate that interest by taking a specific action
  - a. If connected through Zoom, please click the “yes” green checkmark button in the Reactions panel (typically at the bottom of the Participants list)
  - b. If connected through the phone, please press \*9
3. After allowing a short pause for people to complete this action, Stephanie Caldera will verbally state how many people have requested to present comment
4. Every person is asked to limit comments to three minutes or less. If many people sign up, Chair George may ask people to reduce that time in order to better accommodate all comments
5. Stephanie Caldera will then un-mute the line of each commenter in the order displayed on the Host screen. We recognize this may not be the exact order in which people signed up, and appreciate your patience as we refine our processes and adjust to new meeting platforms

#### **Comment Process**

1. Your line will be un-muted by Stephanie Caldera, and you will be prompted to begin your comment by the statement of your Zoom display name or the last four digits of your displayed phone number
2. Please state your name clearly to start your comments
3. If you are connected by Zoom, you will be given the option to un-mute your video when commenting, but you are not required to use your video when presenting
4. Please limit your comments to the time allocated by Chair George
5. When you have completed your comment, your audio (and video, if used) will be re-muted by Stephanie Caldera, who will then open the line for the next speaker
6. If you have any supporting materials, or would like to provide the commission a copy of your comments after the meeting, please email them to Stephanie Caldera, EQC assistant: [Caldera.Stephanie@deq.state.or.us](mailto:Caldera.Stephanie@deq.state.or.us)

**After all the speakers have presented, and before the close of the item, Chair George will again verify if there are any people who wish to present comment and Stephanie Caldera will again provide verbal direction on how to “raise your hand” by Zoom or phone.**

**Once all speakers have presented, and any additional comments taken, Chair George will close the Public Forum, and the meeting will continue on to the next item on the meeting agenda.**