

## **Item K: Public Forum**

### **Sept. 17-18, 2020, EQC meeting**

**This item is scheduled to begin at 11:30 a.m., and will last for approximately 45 minutes.**

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

1. At approximately 11:30 a.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 “raise hand” function 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, and will confirm time limits
5. Stephanie Caldera will facilitate the commenting process, as noted below

#### **Comment Process**

1. Your line will be un-muted by Stephanie Caldera, and you will be prompted to begin your comment by the reading of your Zoom display name or the last four digits of your displayed phone number
  - a. Due to bandwidth limits, people commenting by Zoom will **not** have their video turned on during their comments
2. Please state your name clearly to start your comments
3. Please limit your comments to the time allocated by Chair George
4. When you have completed your comment, your audio 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 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, which is the final item on the public agenda for the Sept. 17-18, 2020, EQC meeting.**