

Public Testimony Guide

The Metrics and Scoring Committee is a public body that accepts and welcomes public comments related to discussion topics.

Time is dedicated on each meeting agenda to hear and discuss testimony. Agendas are posted on the [Committee webpage](#) prior to each meeting. In addition, you may sign up to receive public meeting notices [here](#).

Verbal comments

Any member of the public or group may provide verbal comments in person or over the phone.

In person: A sign-in sheet is provided at each meeting for those commenting in person. Each commenter who signs up indicating a wish to testify will be invited to testify at the time allocated on the agenda for public testimony.

By phone: Metrics and Scoring Committee meetings are also broadcast by webinar and phone (phone number and webinar link are provided on each meeting agenda). Members of the public should call in on the public, listen-only line. The line is unmuted during public testimony so that individuals may speak. While it is not necessary to sign up in advance, individuals are encouraged to email metrics.questions@state.or.us provide staff with notice of their intent to provide public testimony.

On the day of the meeting the Committee Chair will ask you to present. When presenting:

- Introduce yourself, your organization (if applicable), and then state your comment.
- Limit your comment to the specific topic.
- Try to limit your comment timing to a maximum of 5 minutes (time allowed for public testimony may be adjusted by the Chair based upon the meeting agenda)

Written comment prior to a meeting

Public comments may also be submitted by e-mail to metrics.questions@state.or.us. Comments should be limited to 1,000 words and be submitted no later than 48 hours in advance of the meeting in order to ensure distribution to members. Materials submitted by e-mail will be printed and posted publicly. Committee members will review and discuss written during the allotted time public testimony during each meeting.

Combined verbal and written comment. Individuals may submit written comment and sign up to speak in support of your written comment by phone or in person. If commenting in person, you may bring supplementary written comment with you (please provide 15 copies). Any materials provided to Committee members become public documents and will be posted on the Committee webpage.