The Public Employees’ Benefit Board (PEBB) wants to hear from members to do its work effectively and efficiently. Please follow these guidelines to provide public comment to your benefits board.

**First: Provide notice.** Complete this form and mail, fax or email it as outlined below at least one day before the Board meeting date.

I wish to present oral / written (circle one) comment at the PEBB meeting scheduled for ___________________________________________________________________________.

My full name:__________________________________________________________

The topic of my comment: ____________________________________________

I need the following special accommodations:________________________________

**Second: Please attach** a copy of the information you wish to present.

Mail to: PEBB Public Comment, 500 Summer St NE MS E89, Salem, OR 97301
Fax to: (503) 373-1654
Email to: mailto:pebb.connect@dhsoha.state.or.us

**Optional: If providing oral public comment,** attend the meeting and sign in on the provided Public Comment sign-in sheet. The Board Chair will call you to the table and you will:

- Introduce yourself and your topic; then, state your comment.
- Limit your comment to the specific topic.
- Try to limit your comment timing to a maximum of five minutes.
- Bring 11 copies of your comment to the meeting and give them to the Chair.

The Board may or may not take action on the topic of your comment.

**NOTE:** During its meetings, the Board addresses the PEBB program as a whole, not an individual member’s benefits. The Board will not hear appeals about how your benefits are administered. If you have a specific concern about how PEBB administers your individual benefits, please follow the PEBB appeal process.

**Hearing from members is important to us. Thank you for providing public comment to the Board.**