

COUNTY BOARD AGENDA POLICY
Adopted 2/19/13

- 1) No one from the general public is allowed to be on the agenda, nor be part of the discussion that the board is having on a subject. Rather, members of the public are limited to addressing the County Board during the Public Comment period.
- 2) Members of the public having a concern that they feel needs to be placed on the Board agenda must work through their Commissioner to have the matter addressed and/or added to the agenda.
- 3) Department Heads (but not staff), representatives of other governmental units or agencies may request a 15 minute appointment on the Board agenda by submitting a Board Agenda Request Form to the County Auditor prior to 4:00 p.m. on Monday of the week before they wish to meet with the Board.
- 4) Unless there is a published public hearing, members of the audience are not allowed to speak unless asked a direct question. Board members will not circumvent this rule by asking non-specific questions.
- 5) Members of the public may only speak at a public hearing after stating their name and their city or township of residence.
- 6) Department heads or elected officials who are in attendance may be asked to help clarify something being discussed by the County Board.
- 7) Profanity is prohibited in public meetings.
- 8) The press will be allowed to ask questions for clarification purposes.