

**BOARD OF TRUSTEES  
JEFFERSON COUNTY HEALTH DEPARTMENT  
RESOLUTION NO. 05-15-01**

**RESOLUTION AND ORDER OF THE JEFFERSON COUNTY HEALTH  
DEPARTMENT AMENDING THE RULES OF PROCEDURE GOVERNING  
MEETINGS CONDUCTED BY THE JEFFERSON COUNTY HEALTH  
DEPARTMENT BY SETTING TIME LIMITS AND RULES FOR PUBLIC  
COMMENTS DURING BOARD MEETINGS.**

**WHEREAS**, in 1949 the JEFFERSON COUNTY HEALTH DEPARTMENT (JCHD) was established; and,

**WHEREAS**, the by-Laws created and conferred certain legislative and other powers upon the Board of Trustees (hereinafter "Board"); and,

**WHEREAS**, pursuant to Section V of the by-laws, the Board must adopt, by resolution, rules of for its own guidance and for the government of the County Health Center as may be deemed expedient for the economic and equitable conduct thereof; and,

**WHEREAS**, it is necessary to further amend the Rules of JCHD to provide for and set time limits and rules for public comment during Board meetings.

**NOW THEREFORE, BE IT RESOLVED BY THE JCHD, AS FOLLOWS:**

Section 1. During the public comments portion of any Board meeting where public comments are set on the Agenda, any person who desires to make public comment shall:

A. Prior to the meeting, submit a speaker's request card containing the speaker's name, address and subject matter to the Board and upon being recognized during the Public Comment portion of the meeting by the Board President or in the President's absence the Chair or presiding officer, such person may speak on any topic relevant to the business of JCHD as set forth on the speaker request card; and,

B. In the interest of fairness to other persons wishing to speak and to other individuals or groups having business before the Board, each speaker shall limit

comments to five (5) minutes. Time shall be kept by the Board President or in the Board President's absence the Chair or presiding officer, and that person shall let the speaker know that their time has expired and said speaker shall stop speaking.

C. If a large number of people wish to speak, the speaking time may be shortened by the Board President or in the President's absence the Chair or presiding officer to no less than three (3) minutes per speaker so that the number of persons wishing to speak may be accommodated within the time available.

D. Speak only once and in the order that they signed up to speak. Second opportunities for the public to speak on the same issue will not be permitted.

E. Understand that a person making a request to speak does so on their own behalf. For this reason and to guarantee all persons an ample opportunity to be heard, all speakers will be recognized for the same amount of time. No speaker will be allowed to yield part or all of their time to another speaker, and no speaker will be credited with time requested but not used by another.

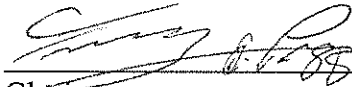
F. Do so in an orderly manner and shall not engage in conduct that disrupts, disturbs, or otherwise impedes the orderly conduct of the Board meeting. Any person, who so disrupts the meeting shall, at the discretion of the Board President, and in the President's absence the Chair or Presiding Officer, or a majority of the Board Members, be subject to removal from that meeting.

Section 2: Evidence may be presented by a speaker and taken by the Board. However, all such evidence must pertain to matters of public comment and shall not be evidence to be presented or considered regarding a matter not within the power or jurisdiction of JCHD or any other issue or item that is, or has previously been, an agenda item set for a Public Hearing. Any speaker who desires to present any document, picture or other evidence, shall be allowed to do so, however all such evidence must be retained by JCHD, will become part of the Record for the meeting and shall be kept by the JCHD. Parties displaying models and large exhibits may withdraw them, but it is highly recommended that such large models or exhibits be also presented in a reduced, manageable and retainable format.

Section 3: Nothing in this Resolution shall be construed to be in conflict or take precedence over the (governing document of JCHD) or the Board's Rules of Procedure, but shall be in addition to the Rules of Procedure.

Section 4: This Resolution and Order shall be in full force and effect from and after the date of its enactment. If any part of this Resolution and Order is invalid for any reason, such invalidity shall not affect the remainder of the Resolution and Order.

**THIS RESOLUTION BEING DULY INTRODUCED, THE BOARD OF THE JEFFERSON COUNTY HEALTH DEPARTMENT VOTED ON THIS 27<sup>TH</sup> DAY OF MAY, 2015, AND BY MAJORITY VOTE THIS RESOLUTION IS PASSED.**

  
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Chairman

ATTEST:

  
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Secretary

First and Final Reading:

