

CDPH-CCLHO Public Comment Time Limit
ADOPT CHAPTER 14, Article 1, SECTION 40100.

Title 17. Public Health
Division 1. State Department of Health Services
Chapter 14. California Conference of Local Health Officers (CCLHO)
Article 1. Public Hearing Procedures

§ 40100. Public Comment Time Limit

During meetings of the California Conference of Local Health Officers (CCLHO) board or committee meetings subject to the Bagley-Keene Open Meeting Act (Government Code § 11120 et seq.), the following rules regarding public participation apply:

(a) Time.

(1) A member of the public will have three minutes to speak per agenda item.

(2) A member of the public who requires translation or interpretive services will have six minutes to speak per agenda item.

(3) The presiding officer of the meeting may limit the amount of time members of the public are allocated for individual comments to less than three minutes on any agenda item, if the number of individuals wishing to speak would otherwise exceed 30 minutes on that agenda item.

(A) The time allocated must apply equally to all members of the public who wish to speak on the agenda item.

(4) A member of the public may not transfer his or her unused time for public comment to another member of the public.

(b) Rules of Organization and Order.

(1) In order to provide public comment as set forth in subdivision (a)(1) or (a)(2), a member of the public is encouraged, but not required, to submit a request to provide public comment that includes their name, the agenda item number, and the topic they wish to address.

(A) Public comment requests must be submitted to a designated staff member prior to the start of the public comment period.

(B) Members of the public will be called in the order in which the public comment requests are received unless otherwise grouped or organized by topic and/or organization.

(2) Members of the public must address only the board or committee during public comment and shall not direct comments at other members of the public in attendance.

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(3) Members of the public must yield the floor to any member of the board or committee who wishes to ask a question or otherwise speak during the speaker's comment.

(A) If a member of the board or committee wishes to speak to a commentor or ask a clarifying question, the three minutes allowed for the public comment will be paused and additional time may be granted by the presiding officer to the speaker to respond to the board or committee member.

(4) A member of the public must limit comments to the subject matter of the agenda item being heard or, if commenting during the general public comment period, to matters that are subject to the board or committee's jurisdiction.

(5) A member of the public may not disrupt or impede the orderly conduct of the meeting or disrupt any other attendee(s) from viewing, hearing, or participating in any portion of the meeting.

(A) The presiding officer of the meeting may order the removal of a member of the public from the meeting, or limit that individual's opportunity to provide public comment, if that individual violates this Regulation.

(B) Prior to removal or limiting the individual's public comment, the presiding officer must notify the person that they have failed to comply with meeting procedures, request that they comply, and inform them of the consequences of non-compliance.

Note: Authority cited: Section 100925 and 100950, Health and Safety Code. Reference: Sections 11121 and 11125.7, Government Code.