



### **Public Participation Guidelines**

It is the policy of the Board to welcome the public, including its members, retirees and beneficiaries, to observe Board meetings to learn about the operations and activities of the Retirement System and to share comments relating to the Retirement System's operations and activities. The purpose of public comment is to alert the Board to topics not on the agenda or to provide the speaker an opportunity to address an item on the Board's Agenda.

Members of the public may be recognized by the Chair (or upon the request of a Board member acting through the Chair) to speak on a specific Agenda item outside of the "Public Comment" portion of the Agenda. Speakers shall be limited to two (2) minutes, and only one speaker will be heard on each topic. Groups appearing before the Board shall designate a single speaker to address the Board on the group's behalf. The Board shall retain the right to terminate public comment at any time during a meeting if these Rules of Procedure are not followed.

I. Decorum. Any person causing a breach of the peace may be removed from any GRSD meeting. The Chairperson shall request the assistance of law enforcement officers in the removal of any disorderly individual who refuses to leave upon request.

2. Best Practices for Public Participation. The GRSD Board Room is limited in size and seating. Members of the public planning to attend a meeting are encouraged to contact the Executive Director at least one week prior to the meeting so the Executive Director may plan accordingly. Additionally, members of the public requiring accommodations and/or media wishing to photograph or videotape meetings are advised to contact the Executive Director as soon as possible prior to the meeting to coordinate accessibility, seating and placement of equipment.

3. Public Comment. The following rules and procedures apply to public comment during all meetings:

- a. The Board shall reserve a reasonable time for public comment, which generally shall be limited to thirty (30) minutes.
- b. Board members may have the privilege of questioning speakers, but shall not be obligated to answer questions or make statements or commitments on issues brought by the public.
- c. Audience members who wish to address the Board must complete a Comment Request Form prepared by the Assistant Executive Director or as otherwise approved by the Board, providing the person's name, address and the issue upon which the person desires to comment before the person is allowed to speak. Forms will be available 30 minutes prior to the start of the meeting and must be completed and submitted to the Assistant Executive Director before the start of the meeting.
- d. A person desiring to speak during the public comment portion of the meeting shall be recognized by the Chairperson.
- e. Speakers shall direct their comments to the Board and not to individual Trustees, GRSD staff or other audience members.

- f. Each speaker shall be allowed to speak once per Board meeting and shall be limited to two (2) minutes unless an extension is approved by a majority of the Board.
- g. If the number of speakers desiring to be heard is so extensive that the time limit for the public comment portion of the meeting would be inadequate, the Board may vote to shorten the time limit allowed to each speaker, but the limit shall not be less than one (1) minute.
- h. The Chairperson may extend the time limit if necessary so that no one is denied the right to address the Board.
- i. In the event adjournment of any meeting is to be later than 5:00 p.m., time will be allowed at approximately 4:30p.m. for public comment.
- J. If a delegation is present to discuss an agenda item, a single spokesperson should be designated to make the presentation for the group.

#### 4. Public Comment Prohibited:

- a. Complaints or attacks about a Board member or employee which would constitute an unwarranted invasion of privacy or which are unrelated to the way in which a member or employee performs GRSD-related duties shall not be permitted unless the Board otherwise allows such comments.
- b. The Chairperson, in consultation with General Counsel, shall judge the appropriateness of such complaints to be aired publicly.
- c. If it is judged that a complaint is not appropriate for public discussion, the Chairperson shall judge whether it justifies Board consideration at a future open or closed session of the Board as requested by the individual complained against.
- d. If the complaint is to be considered later, the complainant shall be asked to reduce it to writing and formally present it to the Board for proper investigation.
- e. Speakers are expected to express themselves responsibly and courteously and with due respect for the fact their views and opinions may not be shared by all present. The following are examples of irresponsible or discourteous expression:
  - (i) Denigrating Board members, GRSD staff, or other audience members.
  - (ii) Speculating on the motives of Board members, GRSD staff, or other audience members.
  - (iii) Complaints about Board Members or GRSD staff that have not been brought to the Board's attention through appropriate channels.
- f. Obscene, vulgar, abusive or threatening language will not be tolerated. Individuals who use such language will be asked to leave the meeting.