

SPEAKER PROTOCOL

- **SPEAKERS WISHING TO COMMENT AT THE MEETING MUST SIGN UP AT ONE OF THE SIGN UP BEGINNING AT 4:45 P.M.**
- **SPEAKERS WILL BE ALLOTTED A 3 MINUTE PRESENTATION OR LESS WHICH WILL BE TIMED AND WILL BE GIVEN A “HEADS-UP” WITH 30 SECONDS REMAINING.**
- **AS A COURTESY TO ALL SPEAKERS AND TO ENSURE EVERYONE HAS A CHANCE TO SPEAK, PLEASE RESPECT THE TIME LIMITS.**
- **SPEAKERS MAY USE THEIR FULL TIME ALLOTTED OR, IN THE INTEREST OF BREVITY, MAY ADOPT THE POSITION OF A PREVIOUS SPEAKER AND SUPPLEMENT THEIR COMMENTS WITH A WRITTEN COMMENT CARD.**
- **SPEAKERS WILL BE CALLED IN GROUPS OF 5 TO A STAGING AREA AND SHOULD BE READY TO SPEAK AS THEIR NAME IS CALLED. IF A SPEAKER IS NOT READY OR DOES NOT APPEAR WHEN THEIR NAME IS CALLED, THAT SPEAKER MAY SPEAK LATER IF THERE IS TIME REMAINING.**
- **PROFANITY, OBSCENITIES OR DEFAMATORY COMMENTS WILL NOT BE TOLERATED. ANYONE WHO LACKS THE ABILITY TO PRESENT THEIR COMMENTS WITHOUT SUCH LANGUAGE SHOULD USE A WRITTEN COMMENT CARD.**