

Procedures Regarding Public Testimony Before The TriMet Board of Directors ("Board")

The TriMet Board of Directors (Board) generally holds its regular meeting on the fourth Wednesday of every month. (During the months of November, December and August, Board meetings are often held at an earlier date. Public notice is provided in advance of the time and location of all Board meetings.)

Board agendas are published on the Friday or Saturday before each Wednesday's regular meeting and are also put on TriMet's website (trimet.org). Public Comments are also welcome by sending an email to boardtestimony@trimet.org.

The Board greatly values public comment via public testimony or submission of written comments to the Board. The following procedures apply to public testimony before the Board.

(A) Public Hearings on Ordinances

Purpose: Ordinances are guided by statute and may require a public hearing. To honor that process, we will hold the public hearing on the first reading of an Ordinance during the Business Meeting.

(B) Public Forum Communications

Purpose: To provide a procedure for general public communications before the Board during the Public Forum portion at regular Board meetings. These communications allow the Board to hear testimony on specific resolutions, TriMet operations and policies, and general transit issues that interest citizens and customers, but does not allow an opportunity for dialogue.

(C) Public Testimony Procedures

The Procedure for presenting public testimony to the Board is as follows:

- The Board administrative staff places a public testimony sign-up sheet outside the Board's regular meeting room approximately 30 minutes before the scheduled public forum that begins. **Due to the TSCC meeting, registration for the April 27th meeting will begin at 7:45 am and remain open until 9:30am.** At this time there is no option for virtual attendance, all public testimony will be given in person, or submitted in writing.
- Individuals must sign up in person on a first come, first serve basis. Sign-up will end promptly at 9:30 a.m.
- The Board President or Presiding Officer will read off the names in order of all individuals who have signed up to testify.
- TriMet's Public Forum is scheduled at 9:30 a.m. prior to the Board's regular business meeting and is scheduled for 45 minutes. Individuals who have signed up to testify will be invited to do so by the Board President or Presiding Officer.

- Each individual called has three minutes to testify, unless otherwise stated in advance by the Board President or Presiding Officer.
- Those called to testify before the Board will provide their testimony from the testimony table.
- When testifying there is a timer on the table. When the light turns yellow an individual will have 30 seconds left to complete his/her comments. When the light turns red the individual will be expected to complete his/her comments. If the person does not meet this time limit, the microphone may be turned off. This ensures equal time for those wishing to testify.
- Verbal comments need to be conducted in respectful speech with no personal attacks. Public comments should be focused on issues that are before the Board or under the Board's jurisdiction.
- Those addressing the Board are encouraged to effectively utilize their time and limit repetitious testimony, so as to provide the greatest opportunity for others to also testify within the time allotted for public testimony.
- Written copies of testimony are encouraged to be provided to the Board Secretary by 12:00 p.m. on the Tuesday prior to the Board meeting by either e-mail to boardtestimony@trimet.org or delivery to 1800 SW 1st Avenue, Suite 300, Portland, OR 97201. These copies will be provided at the Board meeting to each Board member and the TriMet General Manager. If you bring written testimony to the Board meeting, please provide 10 copies.
- Public comment cards will be available at the meeting for those who may prefer to write their comments and those will be distributed to the Board and become part of the Board record.
- If individuals have issues that are not within the jurisdiction of the Board, TriMet staff will be available to listen to concerns and answer questions 30 minutes prior to public forum and until the start of the business meeting.