



## **PROTOCOL FOR COMMENTS BY THE PUBLIC AT MEETINGS OF THE BOARD OF DIRECTORS OF UNIVERSITY HOSPITAL**

The Board of Directors conducts meetings pursuant to the requirements of the Open Public Meeting Act (Sunshine Law). The law neither requires or prohibits public comments. The Board will permit members of the public to speak in accordance with this protocol provided that the comments are for appropriate public purposes and do not interfere with the accomplishment of University Hospital Board business.

The following rules shall apply to all public comment:

1. An individual requesting to speak must, in advance of the meeting or just prior to the commencement of the meeting, indicate their desire to speak by contacting Ms. Stacie Newton, Special Assistant, Office of the President and CEO (if requesting in advance contact 973-972-8761). The request to speak must include a brief description of the topic to be addressed.
2. The topic must be a matter of public concern and not purely an individual matter.
3. When recognized each speaker must indicate their name, address, and relationship to the University, if any. Each speaker will be permitted up to five minutes for their comment. This time limit shall be strictly enforced.
4. The process of public comment shall be overseen by the Chair of the Board, including the point in the meeting when comment shall occur and the total duration of time allotted to it. Any individual wishing to speak, who has not followed these rules, may or may not be permitted to do so at the sole discretion of the Board Chair.
5. This protocol shall be contained on each public meeting notice and also posted on the entrance to each public board meeting.