



## WINDER HOUSING AUTHORITY PUBLIC FORM / PUBLIC COMMENT POLICY

### Board Policy on Public Participation During WHA Board Meetings

1. The Board of Commission of the Winder Housing Authority welcomes visitors to Board meetings and is open to hearing from any person or persons desiring to appear before the Board of Commissioners on matters of a public concern or of public importance. Persons who wish to voice grievances that are *only personal to them* or which pertain to a personal or a private matter are first expected to contact the Executive Director in an effort to discuss and seek a satisfactory solution and/or resolution to the individual's personal concern or grievances. "Public concern" is defined as speech that relates to a matter of larger political, social, or other important or significant concern to the community or to the general public. Members of the Board of Commission shall refer all concerns/requests to the Executive Director for purposes of being considered and placed on the next agenda for the Board of Commissioners.
2. Persons who wish to appear before the Board of Commissioners must submit a request in writing stating the specific reason for the request to the Executive Director by no later than 12:00 noon Thursday prior to the next regular scheduled Board of Commissioner meeting. The Executive Director is responsible for scheduling public-comment appearances on the Board's meeting agenda, which public comments will usually occur at the beginning of a regularly scheduled Board meeting. Comments may not exceed three (3) minutes per person. The Board of Commissioners will not tolerate the use of hate speech, profanity, slanderous remarks, defamatory statements, obscene language, and/or threats of physical or bodily harm. "Hate speech" is speech that attacks a person or group on the basis of protected attributes such as race, religion, ethnic origin, sex/gender, disability, sexual orientation, national origin, pregnancy, color, and/or gender identity.
3. Questions from Board of Commissioners and/or the Executive Director may be asked of the speaker or of the person making public comments at a Board meeting for purposes of clarification; however, neither the Board of Commissioners nor the Executive Director are required to consider or entertain any questions that may be posed by a person giving comments on matters of public concern. The Board of Commissioners shall not be required to or otherwise obligated to respond to any such public comments or statements.
4. The Board Chairperson reserves the right to discontinue any speaker's comments where the speaker fails to comply with this policy or who otherwise engages in any hate speech, defamatory statements, profanity, or threatening behaviors.



Adopted May 2, 2023

**PUBLIC FORUM FORM FOR PERSONS DESIRING TO MAKE PUBLIC COMMENTS TO WHA BOARD OF COMMISSIONERS**

Name \_\_\_\_\_

Address \_\_\_\_\_

Mailing Address \_\_\_\_\_

Phone number(s) \_\_\_\_\_

Organization, if any, on whose behalf you wish to appear:

\_\_\_\_\_

Address \_\_\_\_\_

Phone number \_\_\_\_\_

Subject matter or matter of public concern which you wish to discuss or be heard and a statement as to what you desire to have done, if applicable:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Do you plan or expect to make a complaint or report of wrongdoing, improper action, neglect, or alleged fraud, waste, or abuse involving board member, resident, applicant, or employee of WHA?

Please circle one:

**Yes**

**No**

If the answer is yes, what is the name and title of that person?

\_\_\_\_\_

State succinctly the facts giving rise to your issue, complaint or report, stating dates, places, what was done or not done that you wish to complain of or report, and why you consider it to be improper:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

Date of Board meeting: \_\_\_\_\_



Adopted May 2, 2023