

**GUIDELINES FOR “CITIZEN COMMENTS” AT  
KENOSHA JOINT SERVICES BOARD MEETINGS**

Please follow the guidelines for participating in Citizen Comments:

- Any person who wishes to address the Joint Services Board during the “Citizen Comments” portion of the board meeting must verbally state their name and residential address for the record.
- Citizens that speak during “Citizen Comments” must list their name and residential address on the sign-in sheet on the podium.
- Citizen Comments portion of the meeting will be for 1 hour, which may be adjusted by the Board Chair at their discretion, if necessary.
- Each speaker is provided one opportunity to speak up to five (5) minutes in length or as announced by the Board Chair at the beginning of the meeting. Stay within the time limits provided.
- Citizen comments should pertain to Joint Services operations.
- Comments should be made to the Board as a whole, and not to address individual board members.
- Do not ask questions of the board as a whole, or to individual members, this is a time for public comments, not discussion or debate.
- Citizens must be courteous in their language and deportment and must avoid personalized remarks. Refraining from comments that are rude, obscene, or profane, personally attacking, or which demonstrate a lack of respect for others.
- The Board Chair will not tolerate abusive language or disruptive behavior. The Board Chair, for abusiveness or disruptive behavior, may terminate an individual’s public comments. The Board Chair has the authority to rule speakers out of order for noncompliance with these guidelines and may call a short recess in disorderly situations.
- Citizens in the audience are not to audibly respond to comments being made or to make demonstrations either in support of or in opposition to a speaker or idea. Refraining from derogatory comments, inappropriate gesturing, or applause.