



  
**Mental Health and Recovery Board**

<b>SUBJECT: Public Appearance before the Board</b>	<b>Standard: VI-A.16</b>
<b>Effective Date: 3/17/20</b> <b>Approved By: Trumbull County Mental Health &amp; Recovery Board</b> <b>Approval Date: 3/17/2020; 1/18/22; 1/20/26</b> <b>Revision/Review Dates: 3/10/2020; 1/7/22; 1/12/26</b>	<b>Other Applicable standard: ORC 121.22</b>  <b>Supersedes: All policies adopted prior to effective date.</b>

**Purpose:**

To clarify the process in which a Trumbull County resident may address the Trumbull County Mental Health Board (TCMHRB) of Directors.

**Policy:**

All meetings of the Trumbull County Mental Health and Recovery Board are open to the public and subject to the provisions of Ohio Revised Code section 121.22, commonly known as Ohio’s Sunshine Laws. The Sunshine Law requires public bodies to meet in public and conduct their official business in public. A Trumbull County resident may address the Board at a public meeting as long as the individual complies with the requirements of this policy.

1. The Board endorses the principle of open communication between the public, Board and administration.
2. Any individual or group may address the Board of Directors concerning any subject that lies within the Board’s jurisdiction. Questions are to be directed to the Board of Directors as a whole and may not be put to any individual member of the Board or the administrative staff. Any matter upon which the Board of Directors may be requested to act upon must be submitted in writing to the Executive Director and the Board President not less than (1) week prior to the date of the meeting at which the subject is to be discussed.
3. The Board is not obligated to act on the request of the petitioner unless the matter has been presented to each board member in writing at least 48 hours before the meeting.
4. It shall be appropriate for members of the Board to interrupt a speaker at any time to ask questions or make comments in order to clarify the discussion.
5. Not more than (5) five minutes shall be allotted to each speaker and no more than (30) thirty minutes to each subject under discussion, except with the consent of the Board of Directors.
6. No person shall orally present a complaint against an individual employee of the board at any meeting of the Board. Such a charge or complaint shall be presented to the Executive Director and the Board President in writing and shall be signed by the person(s) making the charge or complaint.
7. Recognition of individuals who are not citizens of Trumbull County is to be determined by a majority vote of the Board.
8. All persons seeking the opportunity to speak at a Board meeting shall address the Board President and may direct questions or comments to Board Members or members of the administration only upon the approval of the Board President. Members of the Board and Executive Director may have the privilege of asking questions of any person who addresses the Board.
9. Every person who wishes to address the Board is requested to state name, address, and subject of presentation even if written request for recognition has been submitted.



  
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10. Except in emergencies, the Board of Directors will not attempt to decide upon any question before examining and evaluating all information the person requests the Board to consider. The Executive Director shall be given an opportunity to examine and to evaluate all such information and to recommend action at the next meeting of the Board of Directors, before the Board of Directors attempts to make a decision.
  
11. Individuals may appear before the Board of Directors either in person or via a virtual platform. Requests to appear virtually must be included in the written request to appear and submitted no less than one (1) week prior to the meeting at which the subject is to be discussed. A meeting link will be provided within forty-eight (48) hours of the scheduled meeting. Individuals appearing virtually are responsible for ensuring reliable internet access and that their personal technology is compatible with the virtual platform.