

Michigan Economic Development Corporation Public Comment Policy

Background

Meetings of the Michigan Economic Development Corporation (“MEDC”) Executive Committee (the “Committee”) are conducted pursuant to the Open Meetings Act MCL 15.261 *et seq.* Meetings are held in-person with Executive Committee member attendance permitted by use of telecommunications or other electronic equipment as authorized by the Interlocal Agreement and the Executive Committee bylaws. Accordingly, all Executive Committee meetings are open to the public, and members of the public attending an Executive Committee meeting are permitted to address the Executive Committee under rules established and recorded by the Committee. MCL 15.263(5).

In order to allow the greatest opportunity for public participation, it is the policy of the Executive Committee to also allow individuals to submit written public comment or pre-register to submit a comment using telecommunications technology (“Virtual Commenter”) during the public comment period pursuant to the rules established under this policy and in a manner provided by the Executive Committee.

To ensure that members of the public have a fair and adequate opportunity to be heard at Executive Committee meetings, and to facilitate the orderly conduct of the meeting, the following public comment policy shall apply at all MEDC Executive Committee meetings:

Policy

I. General Rules

- a. Public comment is limited to the designated public comment period(s) as listed on the agenda. Unless requested by an Executive Committee member, the public has no right to address the Executive Committee during its deliberations on a particular matter.
- b. No individual may make a comment until recognized. Upon being recognized and prior to making their public comment, an individual shall state their name and city of residence.
- c. The public comment period is an opportunity for the public to express their comments regarding any subject matter. Executive Committee members may engage in dialogue with an individual making public comment, however, no Executive Committee member is required to respond to a public comment. In general, the Executive Committee will not respond to comments made during the public comment period unless it becomes necessary to ask a clarifying question, correct a factual error, or provide or request specific factual information.
- d. No individual may be recognized to speak more than once during the designated public comment period.
- e. Individuals making public comment shall direct all comments to the Executive Committee and not to staff or other participants.
- f. Groups are encouraged to designate one or more individuals to speak on their behalf to avoid cumulative comments.
- g. Individuals making a public comment may submit materials in support of their comments. In order to ensure that members of the Executive Committee have

access to materials being used by public commenters during the public comment period, such materials must be provided to the MEDC no later than noon the day prior to the scheduled Executive Committee meeting. The MEDC cannot guarantee that materials provided after this deadline will be incorporated into the materials for the scheduled meetings. Materials in support of comments may be submitted by the public in the manner specified on the MEDC website.

II. Procedure

- a. Members of the public attending in-person to make public comment must stay within the area designated for the public.
- b. Individuals who are not in attendance at the Executive Committee meeting may submit a public comment in writing or by pre-registering as a Virtual Commenter in the manner specified on the MEDC website. Individuals who do not pre-register and are not in attendance at the meeting are not eligible to make a public comment.
- c. Individuals who are in attendance at the Executive Committee meeting may submit a public comment in writing or by registering to comment at the meeting. Individuals who do not register before the end of the public comment period at the meeting are not eligible to make a public comment.
- d. During the designated public comment period, individuals attending in-person will be directed to the area designated for public comment. After all in-person public commentors have completed their remarks, individuals who pre-registered to provide a comment using telecommunications technology will be called upon.

III. Time Limits

- a. Each individual public comment is limited to the time set forth below. Individuals making a public comment cannot reserve or yield this time, however, the time limitations may be increased at the request of any Executive Committee member.
- b. Time Limitations:
 - i. 1-20 pre-registered Virtual Commenters and registered in-person commenters in total: 3 minutes each.
 - ii. 21-30 pre-registered Virtual Commenters and registered in-person commenters in total: 2-minutes each.
 - iii. 31-40 pre-registered Virtual Commenters and registered in-person commenters in total: 1 minute and 30 seconds each.
 - iv. 41 or more pre-registered Virtual Commenters and registered in-person commenters in total: 1 minute and 30 seconds each, or if at the beginning of the meeting the Chair determines that the total number of public comments will interfere with the orderly conduct of the meeting, the Chairperson may:
 1. Limit the public comment period for pre-registered Virtual Commenters to one and a half hours and encourage those individuals to submit a written comment, or
 2. Move the opportunity for public comment period for pre-registered Virtual Commenters to the end of the meeting agenda, or
 3. If 41 or more registered in-person commenters, omit the public comment period for pre-registered Virtual Commenters and encourage those individuals to submit a written comment.

- c. In an effort to provide the public a full opportunity to be heard, if an Executive Committee member provides a response to an individual's public comment, the time used by the Executive Committee member shall not count against that individual's time limit for making their comment, i.e. the time limit for an individual public comment shall be tolled while an Executive Committee member is speaking. However, once an individual has used their time, there is no right to additional time to make a "rebuttal" or follow-up comment in response to an Executive Committee member's reply unless specifically granted by an Executive Committee member.

IV. Enforcement

- a. The Chairperson has the authority to maintain order during the meeting.
- b. In an effort to maintain order during the public comment period, the Chairperson is empowered to enforce the public comment policy and may:
 - i. Terminate an individual's comment period when the comment exceeds the time limit allowed;
 - ii. Require that any individual leave the meeting if that individual commits a breach of the peace;
 - iii. Request the assistance of law enforcement officers in the removal of an individual when an individual commits a breach of the peace.

V. Meeting Minutes

- a. Pursuant to the Open Meetings Act, minutes of the meeting shall consist of the date, time, place, members present, members absent, any decisions made at the meeting open to the public and as appropriate, the purpose or purposes for which a closed session is held. Additionally, the minutes will include a record of all roll call votes taken at the meeting.

Effective: March 19, 2024