

Policy Number: 1305
Policy Title: Participation by the Public
Date Adopted: July 22, 2020

Purpose

To ensure involvement and participation of individuals receiving services, their families, and the public. To ensure that the discussion and analysis of the issues before the CSB Board are conducted in an open and orderly manner.

Policy

The Fairfax-Falls Church Community Services Board (CSB) takes all necessary and appropriate actions to actively involve and support the maximum participation of individuals, their families, and the public in policy formulation and services planning, delivery, monitoring, and evaluation.

The public is encouraged to attend meetings of the CSB Board, to observe its deliberations and to inform the CSB Board of relevant issues. The public may address the CSB Board on matters which are relevant to the CSB Board, on agenda items, and during public hearings. Persons who wish to address the CSB Board are requested to state their names, their affiliation, and the subject about which they wish to speak. If the speakers wish to remain anonymous, they may give only a first name.

1. Matters of the Public. CSB Board meetings shall always include a “Matters of the Public” agenda item providing for public participation. The topic addressed does not need to be one which is on the meeting agenda. Persons who wish to address the CSB Board must first be recognized by the Chair or designee, who may limit the amount of time allotted for the speaker.
2. Agenda Items. All persons seeking the opportunity to speak at a CSB Board meeting shall address the Chair or designee and may direct questions or comments to CSB Board members or other officers of the CSB Board only upon the approval of the Chair or designee. Members of the CSB Board and the Executive Director have the privilege of asking questions of any person who addresses the CSB Board.
3. Public Hearings. Public hearings are topic-specific, announced in advance and may have time limitations for speakers. Every person who wishes to speak at public hearings must first be recognized by the Chair or designee. The Chair or designee shall determine whether it is in the public interest to allow the request. Should requests to speak be granted, the presentation shall be limited in time as determined by the CSB Board in advance. If there are numerous requests to address the CSB Board on the same subject, the Chair or designee may select representatives to speak on each side of the issue. The CSB Board has the right to overrule the Chair or designee by a majority vote of those present.

