

NYS Community Commission on Reparations Remedies

Public Comment Policy

Purpose

NYS Community Commission on Reparations Remedies is committed to fostering transparent, inclusive, and equitable engagement with the public. This policy outlines the rules and procedures for public comment during Commission meetings to ensure that all voices are heard and considered.

In-Person Public Comment

1. **Eligibility:** If the Commission has opened the meeting for public comment, a brief period will be designated for this purpose. The Commission will accept as many in-person comments as possible for the meeting, ensuring that the meeting does not exceed its scheduled duration.
2. **Time Limit:** In-person comments are limited to a maximum of three (3) minutes per individual. The time limit will be strictly enforced to maximize participation.
3. **Sign-Up Procedure:**
 - Individuals wishing to provide in-person comments must sign up. The Chair will inform the public 30-minutes in advance that the public comment sign-up period is closing.
 - Sign-up sheets will be available at the entrance to the meeting room and online through the Commission's website. Commenters are asked to include their name and email address on the sign-up sheet.
 - Individuals will be called to speak in the order in which they signed up.
4. **Conduct:**
 - Speakers must address the Commission with respect and refrain from using offensive language or engaging in personal attacks.
 - Comments should focus on issues within the Commission's scope and relevant to the meeting agenda.
5. **Response to Comments:** The Commission may, at its discretion, provide brief responses to public comments during the meeting. Extended discussions or actions

related to public comments may be deferred to a later time or a future meeting agenda.

Written Public Comment

1. **Submission Method:** Written comments may be submitted through the Commission's website via the "Contact Us" section or by emailing (ReparationsCommission@reparations.ny.gov) the designated reparations email address at any time.
2. **Content:** Written comments may address any issues relevant to the Commission's work. Unlike in-person comments, there is no limit on the length of written submissions.
3. **Review Process:**
 - All written comments will be reviewed by the Commission and included in the official record of the meeting.
 - Commissioners may consider written comments submitted by the public during discussions and decision-making processes.
4. **Acknowledgment:** The Commission will acknowledge receipt of written comments via email or another appropriate method, though individual responses may not be provided.

General Provisions

1. **Meeting Decorum:** The Commission reserves the right to remove individuals who disrupt the meeting or fail to adhere to this policy.
2. **Public Records:** All comments, both in-person and written, will become part of the public record and may be accessible under public records laws.
3. **Amendments:** This policy may be amended by a majority vote of the Commission members during a regularly scheduled meeting.

Effective Date

This policy is effective **August 27, 2024**, upon adoption by the Community Commission for Reparations Remedies.