



Guidelines for Providing Public Comment to the California Dungeness Crab Task Force

The Dungeness Crab Task Force (DCTF) operates within the requirements of the Bagley Keene Open Meetings Act (http://www.ag.ca.gov/publications/bagleykeene2004_ada.pdf). All DCTF meetings and subcommittees meetings that involve more than two (2) DCTF members are required to be open to the public and will be noticed ten (10) days in advance on the DCTF website and listserv. Members of the public are encouraged to attend DCTF meetings, as well as to provide comment to the DCTF, both verbally and in writing.

Verbal Comments at Meetings

All DCTF meetings will afford members of the public the opportunity to speak on each agenda item, including any action items. Time will also be allotted for general public comments. Agendas for DCTF meeting are posted ten (10) days in advance of each meeting, and can be found on the DCTF website: <http://www.opc.ca.gov/2009/04/dungeness-crab-task-force/>.

Guidelines for general public comment at meetings include:

- Comment cards will be made available at each meeting. Members of the public will submit cards to the DCTF Admin Team at the start of a public comment period. Speakers must be present and turn in their own cards.
- Comment cards and/or the number of those interested in providing comment will be counted. At the discretion of the DCTF Admin Team, time will be allocated to each speaker based on the total available time and number of individuals wishing to speak.
- Media presentations, such as slides and videos, are permitted by prior arrangement (contact Kelly at 707-832-4088 or kelly@strategiearth.com) and may be limited depending on time availability.
- An atmosphere of respect and consideration among the public is essential for a productive comment period. Personal attacks, verbal threats, hostile comments, clapping, jeering and the like will not be tolerated.

Verbal Comments During Conference Calls

Members of the public participating in DCTF related conference calls are requested to follow the same guidelines outlined above for in-person meetings. To minimize feedback and background noise on conference calls and out of consideration for other call participants, please place your phone on mute until you are ready to speak. Instructions for muting/unmuting phone lines will be provided in each meeting agenda and reiterated verbally at the start of each meeting by the DCTF Administrative Team.

Written Comments

Written comments are accepted on an ongoing basis via email, standard mail or fax. All written comments are collated on a regular basis, distributed to the DCTF, and posted on the DCTF webpage. The Admin Team cannot guarantee comments received less than 24 hours in advance of a meeting will be made available to the DCTF. Comments to the DCTF may be submitted to:

info@dungenesscrabtaskforce.com or

1171 Robertson Blvd., Suite 352, Los Angeles, CA 90035

For regular updates on DCTF meetings and products, sign up for the DCTF listserv at: http://bit.ly/DCTF_Listserv