



Interim Guidelines for In-Person Committee/Board Meetings Format

The following interim guidelines for Public Participation are issued by the Chairperson of the CHA Board of Commissioners in accordance with Section 6 of the Board Rules, Public Participation. The CHA Chairperson may rescind, suspend or amend these interim guidelines as circumstances dictate.

The health and welfare of residents, staff and the community continue to be our top priority. Board meetings will adhere to CHA's protocols for COVID-19 safety. Please see the below information about the various options to attend Committee/Board meetings, and the process to provide public comment.

COVID-19 Safety Protocols

- **Masks are strongly recommended for all individuals attending CHA Board meetings.**
- Meeting attendees are not required to provide proof of vaccination in order to attend in-person meetings.

Attendance

Virtual Attendance: Members of the public may view and listen to the monthly Board meetings, in real time, by using the web address: <https://www.thecha.org/>

In-Person Attendance: Due to physical distancing protocols, up to fifty (50) persons from the public may attend Board Meetings at 60 E. Van Buren, 7th Floor, Chicago, IL 60605. **Advance registration is required for individuals who wish to attend the meeting in-person.** Once capacity is reached, registration will be closed. **Seats are only guaranteed up to 15 minutes before start of Board meeting. Registered speakers and observers must be present by 9:15 a.m.** To register for in-person attendance please call the Board Secretary's Office at 312-913-7282 or send an e-mail to BoardPublicComments@thecha.org. The following information must be provided at the time of registration: name and telephone number.

Public Comment

In-person participation: advance on-line registration is required for in-person participation at BoardPublicComments@thecha.org. Members of the public who register to provide public comment will be given physical attendance priority. **Seats are only guaranteed up to 15 minutes before start of Board meeting. Registered speakers and observers must be present by 9:15 a.m.** The following information must be provided at the time of on-line registration: name, organization (if any), address, telephone number, meeting date and a summary of the matters you would like to speak on. To differentiate between attendance registration and public comment registration, **include the following on the email subject line: "Public Comment Registration Request"**. Requests to comment will be accepted from 10:00 a.m. the Friday before the scheduled meeting until 10:00 a.m. the Monday before the scheduled meeting.

Remote Participation: starting with the September 20, 2022 board meetings, individuals who wish to speak remotely must continue to follow the Public Comment Process for Meetings Conducted by Videoconference.

Courteous, respectful and civil behavior is expected from all speakers and all persons attending a Board or Committee meeting. Disruptive behavior that impedes conducting Board or Committee business is prohibited. Individuals who are disruptive may be given a warning and will, if necessary, be removed from the meeting. If any individual is removed from a meeting as a result of disruptive behavior, then the individual may forfeit his or her right of entry to future Board and Committee meetings.

For more information, please refer to the Public Participation Rules for Board and Committee Meetings and Public Comment Process for CHA meetings conducted by Videoconference or call the Board Secretary's Office at 312-913-7282.