

INTERIM SECRETARY AND CHIEF
EXAMINER

James M. Moore



CIVIL SERVICE BOARD
Talbert L. Grooms, Chairperson
Betty L. Toney
Lela F. Estes

PUBLIC SPEAKING REQUEST FORM

CIVIL SERVICE BOARD

371 Second Street, Suite 402, Dayton, Ohio 45402
Telephone: (937) 333-2300 Facsimile: (937) 333-2125

Name: _____

Address: _____

Civil Service Agenda Item Number (Please indicate): _____

Date Submitted: _____

PUBLIC SPEAKING POLICY AT CIVIL SERVICE MEETINGS

1. Speakers must complete a request form and submit it to the Secretary and Chief Examiner.
2. Speakers when called upon should identify themselves, give home address and state reason for addressing the Board.
3. Materials for distribution to the Board should be handed to the Secretary and Chief Examiner.
4. Speakers will be permitted to address the Board only once during a meeting. The only exceptions will be a pre-approved presentation to the Board or request by the Board.
5. Remarks are limited to five (5) minutes. No extensions will be granted unless so authorized by the Board.

CONDUCT OF PERSONS AT CIVIL SERVICE MEETINGS

- (A) No person in attendance at a Board Meeting shall do the following:
- (1) Address the Board without first being recognized by, and granted permission so to do, by the presiding officer, or by a majority of the Board; or
 - (2) Continue to address the Board after being ruled out of order by the presiding officer, unless permission to continue is granted by a majority of the Board; or
 - (3) Become boisterous, or perform any act, either individually or in concert with another person or persons, which interferes with the good order and decorum of the Board.
- (B) Any person convicted or violating any of the provisions of division (A) shall be guilty of a misdemeanor of the fourth degree. (RCGO. Section 30.06)
- (C) No person, with purpose to prevent or disrupt a lawful meeting, procession, or gathering, shall do either of the following:
- (1) Do any act which obstructs or interferes with the due conduct of such meeting, procession, or gathering;
 - (2) Make any utterance, gesture, or display which outrages the sensibilities of the group.
- (D) Whoever violates this section is guilty of disturbing a lawful meeting, a misdemeanor of the fourth degree. (R.C. 2917.12) (Ord. 24636, passed 1-16-74) Penalty, see 130.99.

By signing this form, you agree to adhere to the rules set forth.

No person will be permitted to speak until proper signature is obtained on this form.

Signature: _____

SUBMIT COMPLETED FORM TO THE SECRETARY AND CHIEF EXAMINER