

**SEIU Local 99
Executive Board Policy # EBP-_____**

SEIU Local 99 Policy – Members Addressing the Executive Board

Members, and only Members, shall be allowed to speak on one (1) subject for three (3) minutes.

Members must pre-register before the meeting and will be allowed to register for the first fifteen (15) minutes of the meeting *[with the Executive Assistant]*. The *[Executive Assistant]* will then give the registration forms to the Executive Secretary or presiding Executive Board Member.

Registration forms will have date, time, name, employee number, industry division, and subject the Member will be speaking to.

SAMPLE Form:

<u>Policy Regarding Members Addressing the Board at Executive Board Meetings</u>	
Members who wish to address the Board at Executive Board meetings may do so under Good & Welfare of the agenda.	
Members:	
1. Must Register to Speak.	
2. Must be register to speak within fifteen (15) minutes of the start of the meeting.	
3. Must register the subject on which s/he desires to speak. Any speaker registration forms lacking subject will not be accepted.	
4. Each speaker will be give three (3) minutes to speak.	
Please complete and return this form to the sign-in table.	
Please print clearly	
Date: _____	
First Name: _____	Last Name: _____
Employee Number: _____	Worksite: _____
Employer (i.e. LAUSD, Torrance, MAOF): _____	
Subject _____	

Adopted: March 30, 2007

SEIU Local 99 By-Laws: _____