

MEMORANDUM

TO: Deborah A. Conroy, County Board Chair
DuPage County Board Members

FROM: Jason R. Blumenthal, Policy & Program Manager

DATE: September 22nd, 2023

RE: County Board Rules – Public Comment Placement on Agendas

Background:

At the September 12th County Board meeting a member requested a review of the County Board Rules that govern the Public Comment Placement on agendas. In preparation for that discussion at the September 26th Finance Committee meeting, the following information has been gathered for reference during the discussion.

DuPage County Board Rules:

Section VII. Meeting Procedures Subsection A. Meeting Agendas of the DuPage County Board Rules govern the order in which public comment takes place. Per this subsection public comment is to occur after the County Board Chair's Report. In order to make changes to the order of business, an amendment would need to occur to the County Board Rules.

Collar Counties Public Comment Placement:

The following tables show what DuPage County currently does for the order of its agenda as well as other Collar Counties. The highlighted cell indicates where public comment is placed during a meeting.

| DuPage County | Cook County | Kane County |
|-------------------------------|---|-----------------------------------|
| Call to Order | Call to Order | Call to Order |
| Pledge of Allegiance | Public Comment Period | Roll Call |
| Invocation | Consent Agenda Items | Pledge of Allegiance & Invocation |
| Roll Call | Proclamation | Approval of Minutes |
| Chair's Report | Committee Resolutions | Public Comment |
| Public Comment | Employee Concerns/Commissioner Concerns | New and Unfinished Business |
| Consent Items & Committees | Correspondence/Memos | Executive Session (if needed) |
| Discussion | Adjournment | Return to Open Session |
| Old Business | | Adjournment |
| New Business | | |
| Executive Session (if needed) | | |



| Lake County | McHenry County | Will County |
|---------------------------------------|-------------------------------|--|
| Call to Order | Call to Order | Call to Order |
| Moment of Silence | Pledge of Allegiance | Pledge of Allegiance |
| Pledge of Allegiance | Introductory Roll Call | Invocation |
| Roll Call of all Members | Chairperson's Comment | Roll Call |
| Addenda to the Agenda | Public Comment | Declaring Quorum Present |
| Special Recognition and Presentations | Reports and Presentations | Motion to Place on File Certificate of Publication |
| Public Comment | New Business | Approval of Minutes |
| Chair's Remarks | Administrator's Report | Acknowledgment of Elected Officials and Media Present |
| Unfinished Business | Other | Honorary Resolutions/Proclamations |
| New Business | Executive Session (if needed) | Public Comment |
| Consent, Committees, etc. | Adjournment | Old Business |
| Adjournment | | New Business |
| | | Committees and Appointments |
| | | Announcements |
| | | Executive Session |
| | | Recess |

Next Steps:

The DuPage County Board Rules govern the make-up of the agenda and may be changed at the direction and approval of the County Board. At this time the County Board may do one of the following: 1. Make no changes to the County Board Rules, 2. Amend the County Board Rules to reflect the desires of the County Board.