Remote Public Comment Available

Due to meeting restrictions and safety precautions during the COVID-19 pandemic, the Utah State Legislature is temporarily holding all meetings electronically, and therefore, public comment will be taken remotely. To provide the smoothest online service and ensure cyber security, the following guidelines apply to all wishing to provide comments.

Those who would like to listen to the meeting but have not registered to provide public comment will only be able to listen to the meeting via the live audio stream from the Legislature’s website.

If you have any questions or concerns regarding this process, please call the Office of Legislative Research and General Counsel at 801-538-1032.

Procedure

- Once a committee’s meeting agenda is posted to the committee’s webpage, a link will be activated under the meeting details that allows you to request to provide remote comment.
- You must fill out and submit the request form to be eligible to provide remote comment.
- You may request to speak to one or multiple agenda items but must identify the agenda items to which you are interested in providing comment.
- The remote public comment registration will close 12 hours before the meeting is scheduled to begin.
- Approximately 30 minutes before the meeting, you will receive a link in your email to enter a Webex meeting. We recommend you log in to the meeting at least 15 minutes before the meeting is scheduled to begin.
- After clicking on the link to the Webex meeting, you will be ushered into the meeting as an attendee. Upon entry into the meeting, your microphone will be muted and will remain muted until it is your turn to provide comment.
- When the chair authorizes public comment, registered individuals will be given the floor one by one and unmuted by the host.
- Once you have provided your comment, your microphone will again be muted. You are welcome to continue your attendance at the meeting or leave as you wish. If you have signed up for multiple agenda items, you will be muted as you await your next opportunity to speak.

Guidelines

- These electronic meetings are subject to the Open and Public Meetings Act. All proceedings will be recorded and shared publicly.
- When entering the Webex meeting, be sure that you use the same first and last name used on the registration form. For cyber security purposes, if the name on the Webex meeting does not match the registration name, you will not be admitted into the meeting.
- The Webex meeting link you receive should not be shared with any other person. Duplicate participants will result in none of those participants being allowed to provide remote comment.
- Please be aware of when and if your computer’s video is turned on. Any inappropriate conduct will result in a participant being expelled from the meeting.
- Please use a computer to connect when possible. Mobile devices tend to have weaker connections and may result in the inability to receive your public comment.
- Per legislative rule JR7-1-302, committee Chairs are to preserve order in a committee meeting, including electronic meetings. Disruptive behavior in any electronic meeting will not be tolerated. If you are found to be a disruptive participant, you will be expelled from the meeting and not permitted to re-enter that meeting.
- Please be advised: time allocated for public comment is based upon committee meeting time constraints and is also at the Chairs’ discretion. Submitting a request form does not guarantee that you will be able to provide remote comment during the electronic meeting.

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1 Visit the Legislature’s website at https://le.utah.gov to access a committee’s webpage.
2 Webex is the web-based tool the Legislature is using to facilitate electronic meetings. A Webex meeting is an online meeting that allows you to meet virtually without attending in-person. Webex meetings require a computer or phone with internet access.