

HACM Board of Commissioners

Listening Session Rules

- Beginning in 2025, the Board commits to having no less than 3 listening sessions a year, with a goal to hold 4 per year, on topics to be selected by the Board prior to each listening session.
- Assuming there is a quorum of Board Commissioners present, the Board shall follow Wisconsin's open meetings laws in relation to any listening sessions. In the event the Board holds the listening session pursuant to Wisconsin's open meetings laws, the Board must maintain a quorum throughout the listening session. If the Board finds itself without a quorum at any time during the listening session, the Board must go into recess until a quorum is re-established. If a quorum cannot be re-established at the meeting, the Board must continue the listening session at a later date and time. If this occurs, the Board cannot adjourn the meeting until after the meeting scheduled to continue the listening session has concluded.
- Those wishing to speak must register during the listening session and will be called to speak in the order they registered. In the event the Board has to continue the listening session at a later date and time because of time constraints at the initial date and time for the listening session, any individuals who registered to speak, but were unable to speak because the listening session had to be continued, will be provided the opportunity to speak at the continued listening session.
- All speakers shall have a limited time to speak. The total amount of time that will be allotted to speakers shall be set on a case-by-case basis, shall apply to all speakers equally, and shall be announced by the Board in both its agenda and verbally at the outset of the listening session.
- Board Commissioners shall not respond to the public during the listening sessions. The listening sessions are taking place to allow the public to provide input to the Board to allow the Board to receive that information and consider it when making their decisions.
- In the event the Board wishes to limit the topic or topics that it is taking input on at a listening session, it shall be announced by the Board in both its agenda and at the outset of the listening session.
- Individuals shall be allowed to provide written comments to the Board in lieu of attending or speaking at the listening sessions. The Board shall inform the public where to submit written comments on the meeting agenda and verbally at the outset of the listening session, where appropriate.
- Any individuals wishing to speak during or attend the listening sessions shall abide by the following rules:
 - In the event the listening session is limited to specific topics, individuals wishing to speak at the listening session should only provide comment on those specific topics.
 - Speakers must abide by any time limitations placed on them by the Board.
 - Be respectful of both the commissioners and other speakers. Don't interrupt anyone while they are talking.

In the event any individual is unwilling to abide by the rules, the Board may, in its discretion, ask the individual to stop speaking before their time is up, ask the individual to leave the meeting, go into recess, or end the listening session early.