How to Navigate the Board of Game Meeting Process
Course Overview

- How the boards works
- Public Comment Process
- Preparing for board meetings.
- Board meeting agenda and materials.
- Testifying at board meetings.
Board Jargon

- RC = record copy or regional coordinator (RC #)
- AC = advisory committee (AC #)
- PC = public comment (PC #)
- Roadmap
- Blue cards
- Index of comments
- Proposal book
- Staff reports & comments / A&Rs
How the Boards Work

- “Call for Proposals” issued prior year
- Proposal - recommendations for new regulations
  - Anyone can submit a proposal
- Proposal books published
- Public/AC/agency input – information related to proposals
- Board meetings – input & board decisions on each proposal.
- Regulations – final product of approved proposals.
Public Comment Process

- Boards need to hear from you
- Submission requirements.
- On-time comments preferred.
- Comments accepted after deadline.
- Content of Comments
- Testifying at board meetings.
**Before a Board Meeting**

- Review proposals & regulations.
- Do your research – review other materials on the board website.
- Submit comments on-time.
- Prepare your testimony.
- Contact Boards Support for information.
What Happens at a Board Meeting

- Introductions & ethics statements.
- Oral reports & updates by agencies.
- Public & Advisory Committee testimony.
- Proposal deliberations.
- Miscellaneous business.
A. Board table
B. Staff tables
C. Coordinator desk
D. Public testimony table
E. Audience seating
F. Back Table
G. AC materials
H. Public materials
I. Public testimony list
J. Barrier tape
During a Board Meeting

Be involved

- Review meeting materials
- Listen to staff reports & testimony
- Talk with agency staff, AC members, and other participants.
- Testify
Talking with Board Members

- During breaks, look for opportunities to speak with board members.
- State the topic, not just the proposal number.
- Be respectful & considerate of their time and need to review information.
- Do not give documents to individual board members for the meeting.
Tips for Testifying

- Sign up by turning in blue card by deadline.
- View list of testifiers posted after deadline.
- Time limits: 5-minutes (15 mins for ACs & RACs.)
- Specify proposal numbers.
- If testifying for an AC, RAC, or organization, keep comments separate.
- Practice, practice, practice.
Organizing Your Presentation

- Keep testimony clear and concise.
- Condense testimony to the most important issues.
- Specify proposal numbers and titles/topics.
- Consider providing a map/visual.
- Speak to opposing views.
- Practice, practice, practice.
During your Testimony

- Turn your mic on...
- Introduce yourself
- Speak clearly and concise
- Reference your public comment number
- Beware of Lights & Buzzer
- Wait for questions from Board Members
AC Member Testimony

- You are the local experts.

- ACs critical voice for local input to the boards.

- Talk about impacts of regulatory change.

- Speak to those proposals your AC felt the strongest about by:
  - Summarizing the discussion behind the vote.
  - Speaking to opposing views.
  - Talking about solutions discussed by the AC.
Your message is important.

Everyone gets nervous.

Board members need to know what you have to say.

You might be nervous, but others can’t tell.

It’s ok to be nervous.
When your Time is Up

- Don’t run on.
- Wait a second – board members may have questions.
- If you didn’t finish, submit remarks as record copy (do that regardless).
• Many opportunities to inform the board.

• The board process is dynamic and needs your active engagement to be effective.

• Board members need your help to be informed on decisions.

• Contact Boards Support for help.
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