

Rules and Procedures for Participation in Nashville Metropolitan Transit Authority (“WeGo”) Meetings

The Nashville Metropolitan Transit Authority (“WeGo”) meets monthly and posts an agenda on wegostransit.com in advance. The Board invites comments from the public during these monthly meetings. Please be advised that anything shared during a public meeting may be aired on television and/or made available for streaming via YouTube, if recorded. Any information provided in written or recorded form will constitute a public record and may be required to be disclosed by the Tennessee Public Records Act if a request is made pursuant to the Act. Please remember, the public is always welcome to submit any concerns on wegostransit.com, or by telephone at (615) 862-5950.

Arrival Protocol to Participate in the Public Meeting

- Please arrive early:
 - Upon arrival, members of the public attending a WeGo meeting who wish to make public comments will complete the Public Comment Sign-In Sheet provided at the meeting, affirming that they have read, understand, and agree to abide by the Rules and Procedures for Participation in WeGo meetings (“**Rules and Procedures**”). On the Public Comment Sign-In Sheet, speakers should provide their name and address so that WeGo can follow-up with the speaker if necessary.
 - At the appointed time on the Agenda, the Chair or meeting moderator will invite those who have signed up to stand and share their comments.
 - Materials, printed or otherwise, may not be distributed directly to Board members during the meeting. If you would like to distribute materials, please bring seven printed copies to the meeting and give them to the Board Secretary, who will distribute the materials as deemed appropriate by the Chair or meeting moderator.

Rules for Public Comments during WeGo Meetings

- Be Respectful of Time
 - Speakers will have up to **two** minutes to speak in accordance with the Rules and Procedures. **Please Note: The length of time may be changed or the speaker may be stopped for violation of this policy at the discretion of the Chair or meeting moderator.**
 - Speakers should begin by stating their name for the record.
 - Speakers are not required to speak for the full time.
 - Only one speaker may speak at a time and may not assign the time to another.
- Be Respectful to All Meeting Participants
 - No person shall approach a Board member during the meeting without permission of the Chair or meeting moderator.
 - Speakers shall refrain from personal attacks and/or threats directed towards WeGo Board members, staff, and meeting presenters and attendees.

- Speakers shall engage in civil discourse and be courteous with their language. WeGo reserves the right to terminate a speaker's comments if they include statements that:
 - Use language or gestures that constitute insults, profanity, shouting, or similar inappropriate or disorderly behavior.
 - Promote or perpetuate discrimination or target a person on the basis of race, gender, color, religion, age, national origin, disability, gender identity, and/or sexual orientation.
 - Contain information that may affect the safety or security of the public, WeGo Board members, and staff.
 - Fail to comply in any way with the Rules and Procedures to the WeGo meeting in which the speaker is participating.
- Speakers should not expect Board members to respond to their comments during the meeting.

Enforcement

- Failure to follow the Rules and Procedures will result in the immediate termination of the speaker's time.
- The Chair or meeting moderator can stop speakers after time has expired or if the speaker has violated the Rules and Procedures.
- The Chair or meeting moderator may remove the speaker from the meeting if a violation of the Rules and Procedures occurs.
- The Chair or meeting moderator may issue a warning if a violation of the Rules and Procedures occurs or may suspend a speaker from participation in the public comment portion of the meeting or future meetings, depending upon the severity of the violation. Nothing herein precludes a speaker from giving written comments to the Board members by providing copies to the Board Secretary as set forth in these Rules and Procedures.