

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM: 2.4
(ID # 12433)

MEETING DATE:
Tuesday, May 05, 2020

FROM : EXECUTIVE OFFICE:

SUBJECT: EXECUTIVE OFFICE: Receive and File the 2020 Riverside County Homeless Point in Time Count Data Overview. All Districts; [\$0] (Continued from April 7, 2020. Agenda Item No. 2.3)

RECOMMENDED MOTION: That the Board of Supervisors:

1. Receive and file the Data Overview of the 2020 Riverside County Homeless Point in Time Count.

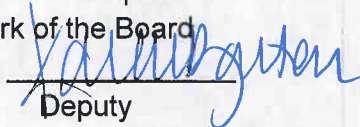
ACTION:Consent

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Washington, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: May 5, 2020
xc: EO

Kecia R. Harper
Clerk of the Board

By: 
Deputy

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	N/A
			For Fiscal Year:	19/20

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Homeless Point-in-Time Count is federally mandated by the U.S. Department of Housing and Urban Development (HUD) to count and survey the sheltered and unsheltered homeless population in cities and counties throughout the nation, including Riverside County. HUD defines sheltered homeless persons as adults, children, and unaccompanied children who, on the night of the count, are living in shelters for the homeless; unsheltered homeless are defined as those who reside in places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, or on the street. The sheltered count consists of data extracted from the countywide Homeless Management Information System (HMIS), and the unsheltered count consists of a street-based count, service-based count, and a homeless outreach count in unincorporated areas. The Homeless Point-in-Time Count provides a snapshot of the County's visible homeless population and does not represent a complete accounting of the homeless population.

The Department of Public Social Services (DPSS), in partnership with the County of Riverside Continuum of Care (a network of private- and public-sector homeless service providers) and cities, coordinated the Point-in-Time Count held on the morning of January 29, 2020. Multiple county departments participated, including the Departments of Behavioral Health, Code Enforcement, Housing Authority, Probation and the Sheriff's Office, by taking lead in escorting volunteers, counting at unincorporated areas, and covering hard to reach encampments. These teams also provided as in prior years, immediate service linkage for veterans. New this year, DPSS tested a pilot to connect services to homeless seniors in the City of Riverside, and unaccompanied youth (under 17 years old) in the cities where the youth count was implemented. The partnership between DPSS and the University of California Riverside (UCR) Computer and Engineering Department continued for the 2020 Point-in-Time Count. UCR will analyze and produce the 2020 Point-in-Time Count Data report, including dashboards for the public, which will be released at a later date and posted on the DPSS website. The final report and dashboards will include data presented by Supervisorial District and by city.

The 2020 PIT Count identified a total of 2,826 sheltered and unsheltered homeless adults and children county wide (2,155 unsheltered and 671 sheltered), which is 5% higher than the overall count in 2019 (2,811). The increase in the 2020 Point-in-Time Count can be attributed to an enhanced count methodology that covered a wider area within the allotted count time, increased efficiency through use of a mobile web-based technology instead of paper surveys, increased community involvement through community planning meetings, continued use of the revised survey questions to follow HUD guidelines (e.g., chronic homelessness, domestic violence), planned targeting of encampment sites, an increased number of volunteers (842 compared to

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

745 in 2019), and continued support and participation from city leadership. Despite these efforts to improve the accuracy of the count, the actual number of homeless individuals is estimated to be higher than Point-in-Time Count results due to the inherent challenges of finding homeless individuals in remote or obscured locations.

DPSS will submit the Riverside County's final Point-in-Time Count Report to HUD by the extended deadline of June 30, 2020. The Point-in-Time Count is a requirement to receive federal funding for HUD homeless assistance programs; the state also uses point-in-time count data to allocate funding, and locally, the count facilitates development of targeted strategies to help homeless individuals and families. Additionally, this data is provided annually to Congress as part of the Annual Homeless Assessment Report (AHAR). The AHAR is used by Congress, HUD, other federal departments, and the general public to understand the nature and extent of homelessness across the country.

In 2020, the Riverside County Continuum of Care received a total of \$10.2 million from HUD and over \$14 million from the State of California for homeless programs and services.

A brief overview of the 2020 PIT Count:

Overall Count Countywide

- **2,826** total sheltered and unsheltered Point-in-Time Count for 2020 (5% increase from 2019)
- **2,155** total unsheltered Point-in-Time Count for 2020 (5% increase from 2019)
- **671** total sheltered Point-in-Time Count for 2020 (12% decrease from 2019)

2020 Homeless Point-in-Time Count

Overview & Summary

May 2020

I. County-Wide Data Highlights

- **Countywide Overall Count: 2,884** total sheltered and unsheltered for 2020, 3% increase from 2019 (2,811) :
 - Unsheltered: **2,155** (2,045 in 2019)
 - Sheltered: **729** (766 in 2019)

- **Countywide Unsheltered Sub-Populations**
 - **Veterans** – 112 (5% increase from 2019)
 - **Youth** – 256 (41% increase from 2019)
 - **Chronically Homeless** - 519 (29% decrease from 2019)
 - **Families w/Children (interview only)** – 6 (20% increase from 2019)
 - **Elderly (aged 62 and over – interview only)** – 120 (7% decrease from 2019)
 - **Pet Owners** - 280 (5% of unsheltered) – (data not collected in 2019)
 - **Newly Homeless (interview only)** – 485 (not calculated in 2019)

II. Supervisorial District Highlights: Unsheltered Count

District	2020 Unsheltered	2019 vs. 2020 % Increase (+) or Decrease (-)	Notes
1	441	+22%	• Majority of unsheltered population counted in Riverside* (77%) and Lake Elsinore (11%)
2	505	-10%	• Majority of unsheltered population counted in Riverside* (49%), Corona (22%) and Jurupa Valley (20%)
3	255	-15%	• Majority of unsheltered population counted in Hemet (37%), Temecula (23%) and Unincorporated Areas (21%)
4	627	+3%	• Majority of unsheltered population counted in Palm Springs (30%), Indio (13%) and Coachella (12%)
5	327	+55%	• Majority of unsheltered population counted in Moreno Valley (51%), Perris (16%) and Banning (13%)

*In 2020 geographic coordinates were used to accurately attribute the City of Riverside Count to Districts 1 and 2 accordingly.

Note: Sheltered count is not included to avoid inflating the count for supervisorial districts due to the location of the shelters.

III. Count Methodology & Question Changes

- **New strategies** to Riverside County’s 2020 Homeless Point-in-Time Count implementation include:
 - series of 3 community planning meetings
 - volunteer recruitment and awareness marketing tool kit
 - volunteer recruitment flyers for print/email
 - flyers sized for social media platforms
 - social media sample posts
 - PowerPoint slide for city council
 - FAQ document
 - web/newsletter article
 - hospital emergency room count (*pilot tested*)
 - Eisenhower Health in Rancho Mirage
 - RUHS Medical Center Emergency Room
 - senior services (*city of Riverside only*)
 - transport to assessment center
 - Adult Protective Services social worker to provide immediate services
 - site leader “*how to implement the Point-in-Time Count*” orientation
 - weekly teleconference informational/update meetings for site leaders
 - DPSS coordinator assigned to every deployment site
 - 4 new participation requirements for volunteers
 - have a smartphone or mobile device that can download the Survey123 application
 - can walk for several hours while canvassing the community
 - can complete the volunteer training on-line or in-person
 - are 18 years old and over or be accompanied by an adult if 16-17 years old
 - volunteer registration website, volunteer IDs, volunteer check-in process (*pilot tested*)
- **Mobile Survey Methodology**
 - 2020 PIT Count Mobile Survey methodology (using *ESRI Survey 123*) allowed for increased efficiency by: allowing volunteers to be more complete; to be faster in conducting the survey; and to process a greater number of surveys.

- **Revised/added Survey Questions**

Topic	Previous Question	Current Question
*Pets	Not included in the 2019 survey	Do you have a companion animal living with you? ○ If yes, how many? ○ If yes, if you had to leave your pet in order to go into housing or treatment program, would you?
**Couch Surfing	Not included in the 2019 survey	Where did you sleep last night (on the night of Tuesday, January 28, 2020)? Added Option: ○ Couch Surfing (<i>37 youth reported couch surfing in 2020</i>)

*Community planning committee requested to collect “pets” data to determine if having companion animal is a barrier to accessing services for homeless individuals.

**Youth Subcommittee requested “couch surfing” data be collected even if data will not be reported to HUD through the Youth Point-in-Time Count. The data will instead be used to support reports of higher numbers of youth experiencing homeless in Riverside County.

IV. Insights

- **Enhanced count methodology:** A higher 2020 PIT Count is perceived to be a more accurate count. Such an increase may be attributed to the following reasons:
 - increased involvement and support from supervisorial district staff including planning efforts, offering resources, and participation on the day of the Count
 - increased community partner involvement through community planning meetings
 - enhanced promotion and awareness strategies of overall count
 - increased number of volunteers increased the number of surveys (842; this is a 13% increase in the number of volunteers from 2019)
 - increased overall capacity for volunteers to cover a wider area within the allotted time
 - increased participation from city leadership
 - social factors such the continued lack of affordable housing whereby the demand consistently exceeds the supply

- **Potential Undercount:** Despite the enhanced efforts to improve the accuracy of the count, the actual number of homeless individuals is estimated to be higher than Point-in-Time Count results, especially in the Youth Count, due to ongoing challenges of locating homeless individuals.



City Manager's Office
14177 Frederick Street
P. O. Box 88005
Moreno Valley CA 92552-0805
Telephone: 951.413.3020

May 1, 2020

VIA EMAIL: gajohnson@rivco.org

George Johnson
County Executive Officer
County of Riverside Executive Office
4080 Lemon Street - 4th Floor
Riverside, California 92501

Dear Mr. Johnson:

Following the County's notification of the preliminary 2020 Homeless Point-in-Time Count (PIT) Summary and Data Report provided on April 14, 2020, the City conducted a review of the limited information provided and discovered what appeared to be serious mistakes made in the PIT. On April 15, 2020, the City immediately notified the County, via email, of the concerns and our request for additional data to confirm the apparent errors with the reporting; this request was also made via a letter, dated April 20, 2020 (copy enclosed). To date, we have not yet received the data requested.

While homelessness is not specific to only one city, there is prima facie evidence that there is no credibility to the preliminary count as presented when four County Supervisor's districts which previously represented 95% of the overall count decreased homeless by 0.1% and District 5 increased by 55%. District 5's count appears to be further inflated by a large number of observed counts. Moreno Valley's observed number is higher than any other District 5 City as well and the fourth highest in the entire County. For the City of Moreno Valley, the observed count from 2019 to 2020 was reported to grow from 11 to 86 (a nearly 800% increase). This inflated observed count also exceeded the actually interviewed number of 79. The numbers from the County were also evident not to be in line with any other counts by the City or other non-profits, while following the same guidance from HUD.

Per HUD's guidance, the results of the PIT are required to produce "statistically reliable, unduplicated counts or estimates of homeless persons in sheltered and unsheltered locations at a one-day point in time". HUD's guidance further clarifies that when counting unsheltered homeless people, the count should not make unscientific "Adjustments", but should report the actual number of people counted during the point-in-time survey, not numbers adjusted to account for people who may not have been counted for one reason or another. The artificially inflated observed count appears to be contrary to this guidance and has a significant chance to count individuals which are not homeless and to recount people who may have been counted for one reason or another.

As HUD's definition of homelessness is when an individual resides in a place not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings (on the street).


If an interview is not conducted, then in many situations it can be uncertain where that individual had slept the night before to determine if they are unsheltered. The County survey language states to stop the survey and not count the individual if they had a place to stay the night before.

On April 20, 2020, the City received an initial response from the County which conceded to a likelihood that errors in counting may occur as they may have occurred in prior years. As the letter provides summaries of HUDs guidance, it failed to address the guidance as noted above by the City. The letter additionally eluded to the high number of observed counts being reported due to volunteer's concerns that they could not safely engage with the individuals. However, it was reported that one volunteer team elected to separate from their police escorts during the PIT, neglecting the safety protocols, indicating that there were not concerns for safety from the volunteers. Based on these situations it does not appear that there were concerns for safety which could have been the basis for a higher observed count.

Additionally, HUDs guidance further strives to maintain consistency from year to year. This year's results relying on unconfirmed observational counts rather than actual interviews strays from prior years' processes and denies the County and the City any information that could be helpful in structuring any homeless responses based on the actual needs.

At this time, as supporting data has not yet been provided to the City, we officially contest the County's observed counts and request that these numbers be adjusted downward to reflect a proper assessment of the City homeless population. Additionally, the City requests that this letter be received for the public record on the receipt of the Point in Time Count report by the Board of Supervisors and added as an appendix to the final report.

Respectfully,



Mike Lee
Interim City Manager

Enclosure

- c: Marshall Eyerman, Assistant City Manager – Moreno Valley
Natalie Komuro, Deputy County Executive Officer – County of Riverside
Heidi Marshall, Director of Workforce Development – Riverside County
Supervisor Hewitt's Office:
Boomer Shannon, Chief of Staff
Katrina Cline, Deputy Chief of Staff
Stephanie Garthwaite, Legislative Assistant
Mario Garai, Moreno Valley Liaison
County of Riverside Department of Public Social Services:
Laura Gonzalez-Rivera, PIT Count Coordinator
Luis Lopez, Youth Point In Time Count Coordinator

TEL: 951.413.3020
FAX: 951.413.3750
WWW.MOVAL.ORG



14177 FREDERICK STREET
P.O. BOX 88005
MORENO VALLEY, CA 92552-0805

April 20, 2020

**George Johnson
Chief Executive Officer
County of Riverside
County Administration Center
4080 Lemon Street
Riverside, CA 92501**

Dear Mr. Johnson,

We believe there has been a serious mistake made in the Point-in-Time Count regarding the number of people who are homeless in Moreno Valley. Previous counts performed by the County and separate counts by the City have been conducted utilizing the same methodology and have resulted in very similar results, although this year the County's count appears to have utilized an inconsistent methodology for proper counting the homeless population. The use of this inconsistent methodology was not only apparent when compared to the City's count but also when compared with results through the other Supervisors' districts. While noted in the staff report that in 2020, the Riverside County Continuum of Care received a total of \$10.2 million from HUD and over \$14 million from the State of California for homeless programs and services, we understand the need to substantiate any additional funding for the County, but when the counting methodology is modified it should be disclaimed to avoid inaccurate multi-year comparisons.

Working with non-profit partners, including The Salvation Army, we maintain a close watch all year long on the people living on the street, and the number for multiple years has consistently remained at approximately 70. The City's count, taken in late February just after the point in time count, reflected a consistent result of just under 70 people who were homeless at that time – far fewer than the County's number of 165 just a month earlier. The County's result amounted to a 55% increase from its own prior-year homeless count in Moreno Valley, a fact that was explained by Natalie Profant Komuro as the result of prior undercounting by the County, which seems curious at best. Yet, in a time of economic prosperity, low unemployment rates, and fewer demands for homeless services it continues to seem odd that the homeless rate would increase.

As presented in Ms. Komuro's letter to the City, there are always safety concerns with all prior and current counts, yet there appears to be an even greater deal of guessing this year at people's status and age due to teams being unwilling to actively engage individuals. This guessing can quickly lead to counting individuals who are not homeless per HUD's regulations and to double counting of homeless individuals between the point in time count and the youth count.

CITY MANAGER'S OFFICE

We had hoped to be able to discuss and rectify these discrepancies before the County's report was presented to the County Board of Supervisors as we are certain that these discrepancies could be sorted out similar to prior years. Although we did receive a letter in response to our initial request, none of the data requested was provided. As this information had been provided in prior years, we are unsure of this response.

We do understand that if the County felt certain items should be redacted from the surveys we would accept such redacted versions. With regard to the mapping or identification of the homeless individuals, we believe we can be provided remote access by the County but this option was not offered either. We are looking forward to reviewing these items as soon as the County can make them available.

Sincerely,

A handwritten signature in black ink, appearing to read "Mike Lee". The signature is fluid and cursive, with the first name "Mike" being more prominent than the last name "Lee".

Mike Lee
Interim City Manager

MINUTES OF THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA



2.3
(MT 12351)

On motion of Supervisor Washington, seconded by Supervisor Jeffries and duly carried by unanimous vote, IT WAS ORDERED that the recommendation from the Executive Office regarding Receive and File of the 2020 Riverside County Homeless Point In Time County Data Overview, is continued to Tuesday, May 5, 2020 at 9:30 a.m. or as soon as possible thereafter.

Roll Call:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None

I hereby certify that the foregoing is a full true, and correct copy of an order made and entered on April 21, 2020 of Supervisors Minutes.

WITNESS my hand and the seal of the Board of Supervisors
Dated: April 21, 2020
Kecia R. Harper, Clerk of the Board of Supervisors, in
and for the County of Riverside, State of California.

(seal)

By: Kecia R. Harper Deputy

AGENDA NO.
2.3

xc: COB

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



**ITEM: 2.3
(ID # 12351)**

MEETING DATE:
Tuesday, April 21, 2020

FROM : EXECUTIVE OFFICE:

SUBJECT: EXECUTIVE OFFICE: Receive and File the 2020 Riverside County Homeless Point in Time Count Data Overview. All Districts; [\$0]

RECOMMENDED MOTION: That the Board of Supervisors:

1. Receive and file the Data Overview of the 2020 Riverside County Homeless Point in Time Count.

ACTION:Consent

MINUTES OF THE BOARD OF SUPERVISORS

**SUBMITTAL TO THE BOARD OF SUPERVISORS COUNTY OF RIVERSIDE,
STATE OF CALIFORNIA**

FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 0	\$ 0	\$ 0	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: N/A			Budget Adjustment:	N/A
			For Fiscal Year:	19/20

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The Homeless Point-in-Time Count is federally mandated by the U.S. Department of Housing and Urban Development (HUD) to count and survey the sheltered and unsheltered homeless population in cities and counties throughout the nation, including Riverside County. HUD defines sheltered homeless persons as adults, children, and unaccompanied children who, on the night of the count, are living in shelters for the homeless; unsheltered homeless are defined as those who reside in places not meant for human habitation, such as cars, parks, sidewalks, abandoned buildings, or on the street. The sheltered count consists of data extracted from the countywide Homeless Management Information System (HMIS), and the unsheltered count consists of a street-based count, service-based count, and a homeless outreach count in unincorporated areas. The Homeless Point-in-Time Count provides a snapshot of the County's visible homeless population and does not represent a complete accounting of the homeless population.

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745 in 2019), and continued support and participation from city leadership. Despite these efforts to improve the accuracy of the count, the actual number of homeless individuals is estimated to be higher than Point-in-Time Count results due to the inherent challenges of finding homeless individuals in remote or obscured locations.

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A brief overview of the 2020 PIT Count:

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- **671** total sheltered Point-in-Time Count for 2020 (12% decrease from 2019)

10:39

Riverside County Board of Supervisors Request to Speak

Submit request to Clerk of Board (right of podium), Speakers are entitled to three (3) minutes, subject to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: Errol Koschewitz

Address: _____

City: _____ Zip: _____

Phone #: _____

Date: 4/21/2020 Agenda # 2.3

PLEASE STATE YOUR POSITION BELOW:

Position on "Regular" (non-appealed) Agenda Item:

_____ Support _____ Oppose _____ Neutral

Note: If you are here for an agenda item that is filed for "Appeal", please state separately your position on the appeal below:

_____ Support _____ Oppose _____ Neutral

I give my 3 minutes to: _____

BOARD RULES

Requests to Address Board on "Agenda" Items:

You may request to be heard on a published agenda item. Requests to be heard must be submitted to the Clerk of the Board before the scheduled meeting time.

Requests to Address Board on items that are "NOT" on the Agenda/Public Comment:

Notwithstanding any other provisions of these rules, a member of the public shall have the right to address the Board during the mid-morning "Oral Communications" segment of the published agenda. Said purpose for address must pertain to issues which are under the direct jurisdiction of the Board of Supervisors. YOUR TIME WILL BE LIMITED TO THREE (3) MINUTES. Donated time is not permitted during Public Comment.

Power Point Presentations/Printed Material:

Speakers who intend to conduct a formalized Power Point presentation or provide printed material must notify the Clerk of the Board's Office by 12 noon on the Monday preceding the Tuesday Board meeting, insuring that the Clerk's Office has sufficient copies of all printed materials and at least one (1) copy of the Power Point CD. Copies of printed material given to the Clerk (by Monday noon deadline) will be provided to each Supervisor. If you have the need to use the overhead "Elmo" projector at the Board meeting, please ensure your material is clear and with proper contrast, notifying the Clerk well ahead of the meeting, of your intent to use the Elmo.

Individual Speaker Limits:

Individual speakers are limited to a maximum of three (3) minutes. Please step up to the podium when the Chairman calls your name and begin speaking immediately. Pull the microphone to your mouth so that the Board, audience, and audio recording system hear you clearly. Once you start speaking, the "green" podium light will light. The "yellow" light will come on when you have one (1) minute remaining. When you have 30 seconds remaining, the "yellow" light will begin to flash, indicating you must quickly wrap up your comments. Your time is up when the "red" light flashes. The Chairman adheres to a strict three (3) minutes per speaker. ***Note: If you intend to give your time to a "Group/Organized Presentation", please state so clearly at the very bottom of the reverse side of this form.***

Group/Organized Presentations:

Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the bottom of the form.

Addressing the Board & Acknowledgement by Chairman:

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman, may result in removal from the Board Chambers by Sheriff Deputies.

9:57b

Riverside County Board of Supervisors Request to Speak

Submit request to Clerk of Board (right of podium), Speakers are entitled to three (3) minutes, subject to Board Rules listed on the reverse side of this form.

SPEAKER'S NAME: Sonya Alemdar

Address: _____

City: _____ Zip: _____

Phone #: _____ 9:52 ✓ public comment

Date: _____ Agenda # 3.39

PLEASE STATE YOUR POSITION BELOW: 2.4
10:59 ✓ 3.40

Position on "Regular" (non-appealed) Agenda Item:

_____ Support _____ Oppose _____ Neutral

Note: If you are here for an agenda item that is filed for "Appeal", please state separately your position on the appeal below:

_____ Support _____ Oppose _____ Neutral

I give my 3 minutes to: _____

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Group/organized presentations with more than one (1) speaker will be limited to nine (9) minutes at the Chairman's discretion. The organizer of the presentation will automatically receive the first three (3) minutes, with the remaining six (6) minutes relinquished by other speakers, as requested by them on a completed "Request to Speak" form, and clearly indicated at the bottom of the form.

Addressing the Board & Acknowledgement by Chairman:

The Chairman will determine what order the speakers will address the Board, and will call on all speakers in pairs. The first speaker should immediately step to the podium and begin addressing the Board. The second speaker should take up a position in one of the chamber aisles in order to quickly step up to the podium after the preceding speaker. This is to afford an efficient and timely Board meeting, giving all attendees the opportunity to make their case. Speakers are prohibited from making personal attacks, and/or using coarse, crude, profane or vulgar language while speaking to the Board members, staff, the general public and/or meeting participants. Such behavior, at the discretion of the Board Chairman, may result in removal from the Board Chambers by Sheriff Deputies.