**Eastern Colorado Services (ECS) Public Comment Procedure**

ECS is open to public comments or feedback on our services and operation. Comments can be communicated to the Executive Director by phone at 970-522-7121x229, via email at [rhonda@ecsdd.org](mailto:rhonda@ecsdd.org) or via regular mail at Post Office Box 1682, Sterling CO 80751.

Public comment can also be sent directly to board members. The email addresses for board members are listed on our website at easterncoloradoservices.org. Click on Board of Directors and it will take you to the page listing our Board members and e-mail addresses.

ECS sets aside a portion of each board meeting for public comment. The time, date and location of board meetings can be found on our website by clicking on calendar on the top of the home page. The board reserves 15 minutes at the end of each board meeting for public comment. Generally individual speakers will be limited to 5 minutes for public comment. However the board president, at his or her sole discretion, may modify that time limit. Comments can also be submitted to the board in writing.

Individuals requesting to speak at the board meeting must sign up before the board meeting begins, providing their name, address and indicating the topic on which they will speak.

Any person who would like an interpreter to assist them in providing public comment and any person with a disability who needs accommodation to provide public comment must contact ECS at 970-522-7121 x 229 at least three business days in advance of the meeting to arrange for assistance.

10.28.2016