

PENDER COUNTY HEALTH DEPARTMENT

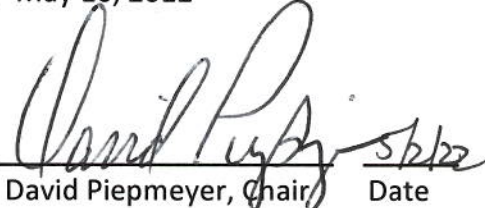
Title: Public Comment

Department: Administration/
Board of Health

Effective Date: May 10, 2012

Last Revised: May 15, 2016
April 19, 2022

Approved by:


David Piepmeyer, Chair
Pender County BOH

Date


Carolyn Moser, Director
Health and Human Services

Date

Background and Purpose: To encourage public comment in a fair, consistent and informative manner.

Scope: All interested or concerned citizens

Policy: The Pender County Health Department, the Pender County Board of Health/BOCC, and the Pender County Advisory Board of Health shall establish methods to allow for public comment.

Procedures:

1. Oral Comments

- a. The board will provide instructions for voice mail messages from the public to allow for public comments to be gathered when the agency is seeking public comment on a specific topic or event. When this method is utilized, an advertisement in the local newspapers, at the Pender County Administration building, and the county courthouse will be posted.
- b. The board will provide a timeframe at each meeting for public comment at or near the beginning of agenda. A copy of the scheduled Board of Health/BOCC and Advisory Board of Health meetings can be found in the Pender County Administrative building and posted at the health department. This public comment period will be made available for the public to comment generally on department operations or on topics of interest to the board or department.
- c. The board will provide open forums when deemed necessary by the Board of Health/BOCC to allow for public comments to be gathered on specific topics, events, and implementation of new rules and regulations. Notice of such forums will be placed in the local newspaper, on the county and the health department websites, and at the Pender County Administrative building.