



**RESOLUTION**  
**OCEAN COUNTY BOARD OF SOCIAL SERVICES**

1027 Hooper Avenue  
Toms River, New Jersey  
OCTOBER 27, 2020

**STANDARD PROCEDURES AND REQUIREMENTS FOR  
PUBLIC COMMENT DURING REMOTE PUBLIC MEETINGS**

**Resolution 2020-10-09(R)**

WHEREAS, on March 9, 2020, New Jersey Governor Philip D. Murphy issued Executive Order 103 declaring a State of Emergency and a State of Public Health Emergency in response to the emergency circumstances created by the COVID-19 outbreak impacting the United States of America and the State of New Jersey. Since that time, Governor Murphy has continued to issue additional Executive Orders as necessary to address the changing circumstances of the COVID-19 outbreak; and

WHEREAS, the Ocean County Board of Social Services is required by N.J.S.A. 44:1-18 hold a public meeting at least one time every month and at such other times as may be prescribed by rules of law or as otherwise necessary; and

WHEREAS, Governor Philip D. Murphy has issued additional Executive Orders which have placed limitations and restrictions on public gatherings such as meetings, some of which include reducing the number of individuals permitted to attend meetings and requiring strict adherence to social distancing requirements. These limitations and requirements have the potential to restrict or prevent members of the public from access and participation in public meetings as is mandated by the Open Public Meetings Act, N.J.S.A. 10:4-6, et. seq.; and

WHEREAS, the legislature of the State of New Jersey has enacted N.J.S.A 10:4-9.1, et seq., providing for remote means of conducting public meetings during periods of emergency; and

WHEREAS, under the circumstances of a declared emergency, the Ocean County Board of Social Services may be required to conduct remote public meetings; and

WHEREAS, regulations implementing the above statute require the Ocean County Board of Social Services to adopt a resolution establishing standard procedures and requirements for public comment made during remote public meetings, for comments submitted in writing ahead of the remote public meeting, and for standards of conduct to be followed by members of the public making public comment; and

NOW, THEREFORE, BE IT RESOLVED, that individuals who wish to make public comment during remote public meetings or who wish to submit comments in writing prior to remote public meetings must adhere to the following procedures, requirements and standards of conduct:

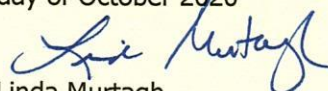
A. At the beginning of the public comment portion of the remote public meeting, all individuals wishing to make public comment will be required to identify themselves. Individuals will then be permitted to comment in the order their calls into the remote public meeting were received. Individuals are each limited to a five (5) minute comment period.

B. Individuals making comments are expected to conduct themselves with appropriate decorum demonstrating courtesy towards all participants and refraining from disruptive actions such as shouting, interrupting others, name calling, talking during the comment period of another individual or using profanity. Individuals must mute their transmission if speaking remotely while another individual has been selected to make public comment. Individuals who violate these standards of conduct will be asked to refrain from such conduct. Failure to correct behavior may result in the individual's call being placed on mute or the individual being disconnected from the remote public meeting.

C. Written comments may be submitted and must be received at least 48 hours in advance of the remote public meeting and will be read to the public. Duplicate written comments may be noted for the record and summarized. Written comments may be submitted by mailing or delivering the written document to the Office of the Director or by electronic submission to the website [ocbss@ocbss.ocean.nj.us](mailto:ocbss@ocbss.ocean.nj.us).

BE IT FINALLY RESOLVED, that authorization is granted to release this Resolution prior to formal adoption.

I hereby certify this to be a true copy of a Resolution adopted by the Board of Social Services of the County of Ocean this 27th day of October 2020

  
Linda Murtagh  
Clerk of the Board