

Ground rules for IRP comment period

To maximize fairness, PSE has established the following comment guidelines:

Guidelines for process

- The IRP comment period will last one (1) hour from start to finish, including transition time.
- Speaking slots will be allocated by lottery.
- Participants may add their name to the lottery sign-up sheet available at the welcome table.
- Participants may add their name to the lottery at any time starting at 9 a.m. until the drawing begins at 4:30 p.m.
- Participants must sign up for themselves and can only sign up for one two-minute period.
- At approximately 4:40 p.m., the facilitator will make a general announcement that the names for the first round of speakers will be drawn.
- At approximately 4:45 p.m., 25 names will be drawn randomly. Those called will pick up their number (1-25) from the welcome table. If anyone does not pick up their number, an additional name will be drawn.
- If there is opportunity to accommodate additional speakers during the one hour comment period, additional names will be drawn.
- If less than 25 people sign up, speakers will be invited to speak in the order they signed up. Each speaker will still have up to 2 minutes to speak. The meeting will end early.
- All observers will be expected to **listen** quietly and respectfully.
- If an observer would like to show support for a speaker or an idea being expressed, they should raise their hand.
- Please silence all phones and other noisemaking devices.
- Comments will be summarized in meeting notes, not recorded verbatim.

Guidelines for speakers

- Comments will be limited to **two minutes per person**.
- Speakers should clearly **state their name** before starting their comments.
- Comments should be about the 2019 IRP.
- PSE staff will listen to comments but **will not respond**.

PSE appreciates your participation and respect for these guidelines.