



OCEAN  
PROTECTION  
COUNCIL

## Instructions for Public Participation in Ocean Protection Council Virtual Meetings

To protect public health during the COVID-19 pandemic, and in compliance with the Governor's Executive Orders N-29-20 and N-33-20, the Ocean Protection Council (OPC) is conducting its quarterly meetings through video and teleconference. OPC is committed to ensuring that our public meetings are accessible and that members of the public can participate by providing written and oral comment on Council matters. As we explore new ways of doing business during this extraordinary time, we ask that you remain patient with us. Please don't hesitate to reach out for [technical support](#) if you have problems accessing or participating in the meeting.

The instructions below outline how members of the public can access virtual Council meetings and provide public comment.

### Watch or Listen to the Virtual Meeting

- Go to the [OPC Public Meetings](#) webpage.
- Click on the date of the relevant OPC meeting, which will bring you to the meeting agenda that includes all meeting materials and the Zoom Virtual Meeting link. You will need to register for the meeting before getting a link and phone number for the meeting itself.
- You can join the meeting from a desktop computer, mobile device, or telephone. You can learn more about [Joining a Zoom Meeting](#).
- We recommend that you test out your device, internet connection, and Zoom app compatibility well before attempting to join the meeting.
- You will automatically be muted when joining as an attendee.

### Providing Public Comment

Public comment for virtual OPC meetings can be provided in multiple ways.

Written Comments:

- You are welcome to submit written comments to the Council via email. Please send your comment to [COPCpublic@resources.ca.gov](mailto:COPCpublic@resources.ca.gov).

- If you are writing about an item on the Council's agenda, please include the agenda item number in the email subject line. If you are writing with a general comment, please include a brief title for your comment.

#### Oral Comments:

- For each item on the agenda, and at the end of the public meeting on non-agenda items, the OPC Chair will ask whether there are any requests for public comment.
- If you want to provide oral comments on a specific agenda item, you will need to "[Raise your hand](#)" during the Zoom meeting. If calling into the meeting from a telephone, you can use "Star (\*) 9" to raise/ lower your hand.
- Once your hand is raised and it is your turn to speak, the meeting facilitator will unmute you, announce your name, and you will be able to make your public comment to the Council. Depending on how you have called in, you may also need to unmute yourself.
- A speaker's time allotment is at the discretion of the Chair but generally limited to three minutes. It is strongly recommended, though not required, that public comments be submitted in writing beforehand so they can be distributed to all Council members for review prior to the meeting. After your public comment, your hand will be lowered and you will be placed back on mute.