

Empowering Voices, Simplifying Access



How to Comment at a Board of Supervisors Meeting

1. Review the Agenda

Review the agenda to see which items you want to comment on. Look at the recommendations to see what actions the Board may take at the meeting.



2. Sign up to Speak

1. Go online to:
<https://PublicComment.SanDiegoCounty.gov>
2. Select the meeting date.
3. Click "Register"
4. Fill out your details. *A phone number is required if speaking by phone.*
5. Select how you want to provide your comments: *In Person* at the meeting or *Virtually* by phone.
6. Choose the agenda items and your position, such as in favor or against.
7. Click "Register."

You'll receive an email confirmation that lists the items you requested to speak on and further instructions to comment in person or by phone.

3. At the Meeting

If speaking in person:

- Check in with the Deputy Clerk to let them know you have arrived.
- When your name is called, line up on the arrows behind the podium until it is your turn to speak.
- The timer on the podium tells you how much time you have remaining.

If speaking by phone:

- Dial in to the conference line using the instructions in the confirmation email.
- You'll be notified when you are next in line to speak.
- When it is your turn to speak, begin your comments after the prompt.