



GET INVOLVED IN THE COUNCIL PROCESS

PUBLIC INPUT

One of the best ways to understand your engagement options is to **TALK TO PEOPLE** – introduce yourself to staff and members of the Council or advisory bodies and ask questions.

1 PREPARE

VISIT the Council website and look for your issues. The “Three Meeting Outlook” offers a long-term view of what’s ahead, while the posted agenda and schedule will help you prepare for an upcoming meeting.

LEARN the background of your issue. Read the review documents, and contact staff or members of the Council and advisory bodies with questions.

TALK to other stakeholders, managers, Council and advisory body members.

SIGN UP for Council newsletters and read about previous Council actions on your issue.

JOIN a group that represents your interests: trade organizations and gear groups are great ways to learn about, stay informed on and participate in the Council process.

2 SHOW UP

ATTEND a Council meeting in person or follow online.

YOUR ISSUE may be reviewed 1-3 times during a meeting: at the Scientific and Statistical Committee, the Advisory Panel and the Council. Listening to an earlier discussion, including the staff reports and public testimony, can help you fully understand an issue.



3 PROVIDE COMMENTS

WRITTEN COMMENT

- ➔ Address your letter to the Council Chair or Executive Director.
- ➔ Identify who you are and your interest in the issue, then state a clear opinion and reasoning. Describe the next steps you’d like to see the Council take.
- ➔ Be concise, and generally stick to one subject per letter.
- ➔ Submit your comment through the e-portal on the Council website or mail it in before the deadline.

TESTIMONY AT THE MEETING

- ➔ Plan your testimony ahead of time — *individuals or companies get 3 minutes, organizations or associations get 6 minutes.*
- ➔ Start your testimony with your name and affiliation, if you have one, and how you are impacted by the issue.
- ➔ Know what stage the Council is at on this issue, and comment on their next steps. Give a clear and informed opinion.
- ➔ You may provide handouts or a power point to support your testimony (*coordinate with staff*).

OTHER WAYS TO PARTICIPATE

- ➔ **APPLY FOR SEATS** on committees or advisory groups. *Vacancies are announced in the Council newsletter.*
- ➔ **FOLLOW UP** with your issue. Find out what the Council did or what action they took.

