JTIP Online Meeting Protocol-JTIP Board Meeting

- At the start of the meeting, the Board chair will announce the names of those members of the JTIP board and EDD staff who are participating remotely.
    - The Board chair will provide an overview of the meeting format. Companies will be called on in the order in which they appear on the agenda. Avelina Borrego, JTIP Marketing Coordinator will give a brief overview of the request, and then the company representatives, and members of the public in attendance in support of the company will be invited to comment. The board members will ask questions and when discussion has completed, the board will take a vote.
    - In an effort to allow those who are speaking to be on camera, we will ask company representatives and members of the public in attendance in support of the company to share their webcams only when it is their turn on the agenda.
    - If other members of the public wish to speak, we ask that you send a message via the Chat tool to signify that you would like to comment. The Board chair will call on members of the public in the order in which their Chat requests are received.
    - Note: it is not a requirement that the individual who is speaking appear on camera. You may elect to speak via your telephone or your computer's mic.
- All members of the JTIP board who are participating remotely will identify themselves whenever they speak and must be clearly audible to the other members of the JTIP board and to the public.
- All members of the public who are participating remotely will identify themselves whenever they speak and must be clearly audible to the other members of the JTIP board and to the public.
- Board chair will suspend discussion if the audio or video is interrupted.
- All votes of the JTIP Board will be conducted by roll call vote.
- The JTIP Board will produce and maintain a recording of the open session of the meeting.