**Date Issued: April 13, 2023**

**NOTICE OF COOK COUNTY HEALTH (CCH) MEETINGS**

**Meetings scheduled for Thursday, April 20, 2023**

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| **CCH Finance Committee** | **9:00 A.M.** |
| **CCH Quality and Patient Safety Committee** | **10:30 A.M.** |

Notice is hereby given that the regular meetings of the **Finance Committee** and **Quality and Patient Safety Committee** of the Board of Directors of the Cook County Health and Hospitals System scheduled for **Thursday, April 20, 2023** will be held remotely at the times indicated above. Due to the determination that a public health emergency exists, attendance at these meetings will be held by remote means only.

To view the livestreamed proceedings: the livestreamed meetings are available at this link at the start time of the meetings.

To register to provide virtual oral testimony at the meetings, or to submit written testimony to be included in the official meeting records, on a pending item before the Committees: the instructions are included below, along with links to electronically register and other information. Please note that testimony is limited to three (3) minutes per speaker, and registration must be done in advance, no later than 3:00 P.M. on April 19, 2023, unless otherwise specified.

Copies of the Agendas for the meetings and items to be considered will be made available electronically on the Cook County Health website no later than the morning of April 18, 2023 at https://cookcountyhealth.org/about/board-of-directors/board-committee-meetings-agendas-minutes/.

NOTE: Meetings of the CCH Board and its Committees are expected to be held remotely, when practicable, until a date to be determined, due to the current circumstances concerning COVID-19.

## Instructions regarding public testimony

## at CCH Board and Committee Meetings

Meetings of the Board of Directors of the Cook County Health and Hospitals System and its Committees are expected to be held remotely until a date to be determined, due to the current circumstances concerning COVID-19. The CCH Board of Directors has established a process to accept virtual oral public testimony on a pending item before the Board or its Committees, in addition to receiving written public testimony.

## Virtual oral public testimony

Members of the public who wish to provide virtual oral public testimony on a pending item before the Board or its Committees are required to register in advance.

Authorization as a virtual public speaker shall only be granted to those individuals who have submitted in writing their name, email address, phone number, subject matter, and organization they're representing (if any) to the Secretary (instructions listed below) no later than 3:00 P.M. CST on the day preceding the meeting, unless otherwise specified. Duly authorized virtual public speakers shall be sent a link to virtually attend the meeting and will be called upon to deliver testimony at a time specified in the meeting agenda. Authorized virtual public speakers who are not present during the specified time for public testimony will forfeit their allotted time to speak at the meeting. Persons authorized to provide public testimony shall not use vulgar, abusive, or otherwise inappropriate language when addressing the Board or Committee. Each speaker must not exceed three (3) minutes; the Secretary will keep track of the time and advise when their three (3) minutes has expired.

After each speaker has completed their statement, they will be removed from the MS Teams meeting. Once removed, they can follow the livestreamed proceedings for that day on the CCH Board's YouTube channel at this link: Cook County Health Board Stream.

## Written public testimony

Members of the public who wish to only provide written testimony on a pending item before the Board or its Committees can email their written testimony to cchpublictestimony@cookcountyhhs.org, no later than 3:00 P.M. CST on the day preceding the meeting, unless otherwise specified. Written comments will not be read aloud at the meeting, but will be posted on the CCH Website's meeting page and made a part of the official meeting record.

## HOW TO REGISTER TO PROVIDE VIRTUAL ORAL TESTIMONY

You must register in advance to provide virtual oral testimony during a Board or Committee Meeting. Registration closes at 3:00 P.M. CST on the day preceding the meeting unless otherwise specified.

The link to register is included on the Cook County Health Website, under Governance/Public Testimony (https://cookcountyhealth.org/about/board-of-directors/ ). Although not required, it is suggested that your testimony also be submitted electronically in written form, particularly if connection issues arise during the remotely held meeting; the website registration includes the ability to electronically attach your written testimony.

You will receive an automated confirmation email upon registering. Prior to the meeting, you will receive an email with the Microsoft (MS) Teams meeting link or phone number to join the meeting.

## BEFORE THE MEETING

Use the MS Teams meeting link or phone number to join the Board or Committee meeting at least 5 minutes prior to the meeting start time. You will "wait" in a virtual lobby until staff admits all participants into the meeting, shortly before the meeting begins.

If you are joining the meeting with an MS Teams link, please:

- Join the meeting with your camera off and microphone muted and stay in that mode until you are called on by the Secretary to speak. Ensure that your audio speaker is not muted.
- If you are not familiar with MS Teams, spend a few minutes reviewing the user interface ahead of time. This link may be helpful: Join a meeting in Teams.

If you are calling into the meeting, please:

- Join the meeting with your microphone on mute until you are called on by the Secretary to speak. At that time, press *6 to unmute.
- Be aware that when you call in, your phone number will be displayed on the live stream of the Board or Committee meeting.

## DURING THE MEETING

- During the hearing your camera and microphone should be off/muted until you are called upon to testify.
- When the Secretary calls on you to speak, turn on your camera (optional) and microphone (*6 on your phone to unmute) and provide your testimony.
- Each speaker is limited to three (3) minutes. The Secretary will advise when the speaker has one (1) minute remaining and again when the three (3) minutes have elapsed, at which point the speaker shall conclude their testimony.
- If you do not respond when called on to speak, or if you encounter technical difficulties, you may not be able to testify. If this happens, you may submit your testimony in a written format up to 24 hours after the scheduled start time of the Board or Committee meeting at which you planned to testify.
- When you have finished providing your testimony, please disconnect from the MS Teams meeting. You may resume watching the meeting on the YouTube livestream at this link: Cook County Health Board Stream

## IMPORTANT LINKS AND PHONE NUMBERS

CCH Website Governance Page: https://cookcountyhealth.org/about/board-of-directors/

To electronically register to provide virtual oral public testimony: https://cookcountyhealth.org/about/board-of-directors/ , click on Public Testimony tab.

Link to view YouTube livestream of Board and Committee Meetings: Cook County Health Board Stream

Questions regarding public testimony process: email cchpublictestimony@cookcountyhhs.org or phone 312-864-0907.