



Title: Public Comment Policy Number 04

Annual approval date: Jan. 18, 2023; Aug. 23, 2023; Jan. 15, 2025

Date issued: Aug. 3, 2022

Dates reviewed: Aug. 3, 2022; Aug. 17, 2022; Jan. 18, 2023; Jan. 15, 2025

1. Purpose

The opportunity for public comment will be provided at each Prescription Drug Affordability Board (PDAB) meeting according to [ORS 646A.693\(13\)](#).

2. Policy Statement

The Prescription Drug Affordability Board welcomes public comment during board meetings. Board members generally will not respond to public comments during a meeting. Public comments may be submitted in writing or given orally during the designated time by completing the PDAB public comment form provided on the PDAB website.

The PDAB public comment form's purpose is to:

- 1) Sign up to provide comments, written or oral;
- 2) Assist board staff with time allotments for meeting agenda items; and
- 3) Disclose interest or affiliation.

Having an interest or affiliation does not prevent written or oral comments from being provided, but is included on the form for transparency purposes. Prior to the public comment, the board chair will ask speakers to give their name and affiliation before they begin speaking.

Written comments

For written comments, the PDAB public comment form is to be submitted no later than 48 hours before the PDAB meeting. The form is located on the Oregon Prescription Drug Affordability Board website. Written comments will be posted to the PDAB website.

Oral comments

For oral comments, the PDAB public comment form is to be submitted no later than 24 hours before the PDAB meeting. The form is located on the Oregon Prescription Drug Affordability Board website. Individuals who did not sign up before the deadline will have the opportunity to speak at the next meeting. Speakers will be called to speak in the order

in which they sign up. The board chair will ask the speakers to introduce themselves with their name and affiliation.

The amount of time allocated for oral public comment will be determined by the board chair in consultation with board staff. When there are multiple requests to comment on a particular topic, the board chair may limit or expand the total time for comment or reduce the time allotted for each speaker. Any changes will be announced at the beginning of the public comment agenda item. Due to board meeting time constraints, only one person per organization will be added to the list of public comment speakers for each board meeting.