

## II. Protest Regulations

- A. Repeal of Resolution. The Resolution on the Regulation of Board Meetings and Protests adopted by the Board January 22, 2014 is hereby repealed.
- B. Board Agenda.
1. For each Board meeting, the President of the Board shall determine which items on the agenda are routine and which are non-routine.
  2. Routine items shall be adopted en masse by one vote.
  3. Non-routine items shall include, protests found to be in proper standing, and any other item so requested by any member of the Board.
  4. Non-routine items are considered and voted individually.
- C. Conduct during Board Meetings.
1. In the interest of promoting order and efficiency of hearings, persons who are disruptive to the hearing may be required to leave the hearing room.
  2. The President shall have the right to recognize or request speakers to provide information as necessary or requested by the Board.
  3. The President shall have the right to limit all speakers to items and issues germane to the specific question(s) before the Board as well as to establish time limits for speakers.
- D. Protests.
1. A person wishing to protest a proposed action of the Board or otherwise address the Board, whether individually or as a spokesperson, shall notify the Clerk of the Board, Room 204, City Hall, 100 N. Holliday Street, Baltimore, Maryland 21202 in writing no later than noon on the Tuesday preceding the Board meeting during which the item will be considered, or

by an alternative date and time specified in the agenda for the next scheduled meeting.

2. A protest shall be considered proper when the protestant is directly and specifically affected by a pending matter or decision of the Board.
  - a. Except as otherwise specified, the President of the Board shall determine whether protests are proper.
  - b. A member of the Board may ask for consideration of a determination made by the President of the Board regarding whether a protest is proper by requesting a vote by the Board. A majority vote by the Board shall ultimately decide whether a protest is proper.
  - c. The President may allow any other person to rebut a protest when the President determines it is in the best interest of the Board.
3. The written protest shall include:
  - a. The name of the person protesting or, if a spokesperson, the entity or organization protesting;
  - b. A narrative description of the issues and facts supporting the protest; and
  - c. A description as to how the protestant will be harmed by the proposed Board action.
4. If a person fails to appear before the Board to argue and defend their protest, the Board may reject the protest without discussion.
5. In the event the Board determines to have a public hearing on an item:
  - a. The President shall make a reasonable effort to accommodate any person(s) wishing to speak before the Board;

- b. A protest need not be submitted the Tuesday prior to the Board meeting during which the item is to be considered; and
- c. A person need not have proper standing.

E. Procurement Lobbyist.

- 1. A Procurement Lobbyist, as defined by the Baltimore City Ethics Code § 8-8(c) must register with the Board of Ethics as a Procurement Lobbyist in accordance with Baltimore City Ethics Code § 8-12.
- 2. If any member of the Board has sufficient information to determine that Baltimore City Ethics Code § 8-12 has not been complied with, he or she may make a complaint to the Board of Ethics.

F. Required Posting. The provisions of these Protest Regulations shall be posted in a manner and format that ensures adequate notice in the Department of Legislative Reference, as well as on the President of the Board's web site and the Secretary to the Board's web site.