



Oregon Department of Justice

Oregon Child Support Program

Supporting Parents to Support Children

Division of Child Support
1162 Court St NE
Salem OR 97301
Phone: (503) 947-4388
OregonChildSupport.gov

Child Support Guidelines Advisory Committee Meeting Protocols and Expectations

General Rules for All Meeting Attendees – (Committee Members and Members of the Public)

1. Be respectful of others' perspectives and courteous in conversations. Remember, disagreements are part of a healthy discussion.
2. Keep comments limited to the topic being discussed.
3. Time limits may be used to ensure the committee can conduct its business. The committee is not required to accommodate every request for comment. Written comments can also be submitted by email to ChildSupportGuidelinesQuestions@doj.oregon.gov.
4. The Facilitator may verbally warn or disable a microphone or camera when comments are longer than the allotted time or an individual makes comments or behaves in a way that is not relevant to the subject matter
5. Be mindful and respectful in the chat—it is not a place to argue, call others out, or have side conversations.

Protocols for Committee Members

1. Add/confirm your name is correct under your profile picture or image. If you wish to add preferred pronouns, add in parentheses after your name.
2. Use the "raise hand" feature when requesting to speak.
3. Wait until you are called on before speaking.
4. State your name before speaking.
5. Mute your microphone unless you are actively speaking.

Protocols for Public Attendees

1. If appearing by video, add your name under your profile picture or image. If you wish to add preferred pronouns, add in parentheses after your name.
2. Use the "raise hand" feature when requesting to speak.
3. Wait until you are called on before speaking.
4. State your name before speaking.
5. Your microphone will be muted until you are called on to speak by the meeting facilitator.