

PUBLIC NOTICE

This Notice is to inform you that the Cheyenne Housing Authority Board of Commissioners has approved opening the Public Comment Period for proposed Rules of Conduct for Informal Hearings & Reviews.

The proposed Rules of Conduct for Informal Hearings & Reviews are available for review on the Cheyenne Housing Authority website at www.cheyennehousing.org or at the Cheyenne Housing Authority's offices at the following locations.

- 3304 Sheridan Street, Cheyenne, Wyoming.
- 1265 North 3rd Street, Laramie, Wyoming.

Comments on the proposed Rules of Conduct for Informal Hearings & Reviews are to be submitted in writing (US Mail, email, or hand delivered) to the Cheyenne Housing Authority no later than 11:00 AM October 5, 2026 to:

Greg Hancock
Executive Director
3304 Sheridan Street
Cheyenne, WY 82009
ghancock@cheyennehousing.org

A Public Hearing on the proposed policies will be convened at 11 AM Monday October 5, 2026 at the Cheyenne Housing Authority's administrative offices, 3304 Sheridan Street in Cheyenne.

The proposed Rules of Conduct are listed below.

Informal Hearings & Reviews

These are structured, professional proceedings. The Hearing Officer controls the proceeding, will conduct a fair and impartial hearing, and will take all actions required to maintain order and complete the hearing within a reasonable timeframe.

To hold a fair and impartial hearing, all participants are expected to follow the direction of the Hearing Officer and adhere to the Rules of Conduct for Informal Hearings & Reviews.

Rules of Conduct for Informal Hearings & Reviews

1. The Hearing Officer Controls the Proceeding

- Address all comments and questions to the Hearing Officer.
- Wait until recognized by the Hearing Officer before speaking.

2. Display Professional Behavior at All Times

- Keep statements clear, focused, brief and professional.
- Focus on facts and evidence, describe what was observed or experienced —not on emotion or personal opinions.
- Listen carefully before responding.
- Accept that others will present different perspectives.
- Ask questions to clarify or challenge facts—not to argue.

3. Disruptive Behavior is Not Allowed

Disruptive behavior includes but is not limited to acting or speaking in a disrespectful, confrontational, or intimidating manner, such as arguing, talking over others, or refusing to follow instructions.

4. If Behavior Becomes Disruptive

- You may be removed from the proceeding, or
- the proceeding may be ended early, and a decision may be made based only on the information already provided.