**IMPORTANT INFORMATION REGARDING COMMENTING ON PROPOSED RULEMAKING ACTION**

The Board would like to ensure that members of the public and other parties understand the commenting requirements under the Administrative Procedure Act (APA) for official rulemaking actions, such as the 15-Day Notice for the Rulemaking Entitled “State Minimum Fire Safe Standards, 2021” which is scheduled for consideration by the Board at the December 8, 2021, meeting. Please read the following information if interested in providing comments on the proposed changes to the rulemaking action.

 The Board encourages interested persons to comment on the proposed changes to the rulemaking action. For persons who would like their comments to be considered by the Board in the *official record* of the rulemaking action, comments must be submitted during the public comment period in accordance with the APA. The rulemaking action is comprised of the documents that are submitted to the Office of Administrative Law along with the Notice of Proposed Action (NOPA) and subsequent notices, which include the express terms of the proposed regulation, and the Initial Statement of Reasons and supplements thereto, among other things. Pursuant to Government Code § 11346.9 of the APA, the Board is required to formally address comments that are part of the official rulemaking record. It is important to understand that the public comment period *begins* when the respective notice is published by the Board. For the 15-Day Notice being considered by the Board at the December 8, 2021, Board meeting, the ***comment period would begin on January 3, 2022, and end on January 19, 2022***.

 Please limit comments to the changes made to the rulemaking as described in the 15-Day Notice, including the material added. Comments unrelated to the changes made to the rulemaking, as well as comments provided at this meeting or outside of the public comment period, will not be part of the official record of the proposed rulemaking action and will not be considered by the Board as part of the official rulemaking action. Importantly, this does not preclude an interested person from providing comments to the Board at this meeting in accordance with the Bagley-Keene Open Meeting Act, but, as discussed above, such comments will not be considered as part of the official record for the rulemaking action.

December 8, 2021