

RESOLUTION

ADOPTION OF A POLICY FOR REMOTE PARTICIPATION IN MEETINGS

BY JAMES CITY SERVICE AUTHORITY BOARD MEMBERS

WHEREAS, Virginia Code Section 2.2-3708.2 permits remote participation in meetings by members of a public body upon adoption of a policy governing such participation; and

WHEREAS, the Board of Directors of the James City Service Authority desires to adopt a policy in conformance with the requirements of Virginia Code Section 2.2-3708.2.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the James City Service Authority, James City County, Virginia, does hereby adopt the following policy for remote participation in meetings:

Pursuant to Section 2.2-3708.2 of the Code of Virginia, the following policy is established for members' remote electronic participation in meetings of the James City Service Authority Board of Directors (the "Board") due to a personal matter or a disability or other medical condition. A Board member may participate in a meeting through electronic communication means from a remote location that is not open to the public only as follows:


1. A personal matter
 - a. On or before the day of a meeting, the member shall notify the chair of the Board that the member is unable to attend the meeting due to a personal matter. The member must identify with specificity the nature of the personal matter.
 - b. A quorum of the Board must be physically assembled at the primary or central meeting location. The Board members must approve the participation by a majority vote. The decision shall be based solely on the criteria in this resolution, without regard to the identity of the member or matters that will be considered or voted on during the meeting. The Clerk of the Board shall record in the Board's minutes the specific nature of the personal matter and the remote location from which the absent member participated. If the absent member's remote participation is disapproved because such participation would violate this policy, such disapproval shall be recorded in the Board's minutes.
 - c. Participation by the absent member due to a personal matter shall be limited in each calendar year to two meetings.
2. A temporary or permanent disability or other medical condition
 - a. The member shall notify the chair of the public body that the member is unable to attend the meeting due to a temporary or permanent disability or medical condition that prevents his or her physical presence.

- b. A quorum of the Board must be physically assembled at the primary or central meeting location. The Clerk of the Board shall record in the Board's minutes the fact of the disability or other condition and the remote location from which the absent member participated.
- 3. For any remote participation, the Board shall make arrangements for the voice of the absent member or members to be heard by all persons in attendance at the meeting location.



Ruth M. Larson
Vice Chairman, Board of Directors

ATTEST:



Teresa J. Fellows
Deputy Secretary to the Board

	VOTES		
	<u>AYE</u>	<u>NAY</u>	<u>ABSTAIN</u>
MCGLENNON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LARSON	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HIPPLE	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ICENHOUR	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
SADLER	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Adopted by the Board of Directors of the James City Service Authority, James City County, Virginia, this 24th day of March, 2020.

RemoteMtgPartcptn-res