

WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION

Resolution #	<u>22-11</u>
Introduced by:	<u>James Griffith</u>
Seconded by:	<u>Darrell Wilson</u>

Approval of Videoconferencing Policy

WHEREAS Chapter 56 of the laws of 2022 relating to the New York State Budget for 2022-2023 State fiscal year included an Amendment to the Open Meetings Law (OML) to make permanent (until July 1, 2024) the expanded use of videoconferencing by public bodies to conduct meetings regardless of a declaration of emergency; and

WHEREAS, the WASHINGTON COUNTY LOCAL DEVELOPMENT CORPORATION (WCLDC) has successfully utilized videoconferencing during the COVID pandemic and would like the ability to continue to utilize videoconferencing.

NOW, THEREFORE, BE IT RESOLVED that the WCLDC Board of Directors hereby establishes the following guidelines and procedures for the WCLDC to utilize videoconferencing:

1. WCLDC members shall be physically present at all meetings unless a member is unable to be physically present due to extraordinary circumstances which shall include:
 1. Disability
 - b. Illness
 - c. Caregiving responsibilities
 - d. Family death
 - e. Lack of transportation to/from the meeting
 - f. Weather g. Other significant or unexpected factors or events which precludes an WCLDC member' s physical attendance at a meeting.
2. Any WCLDC member who participates at a physical location that is open to in-person physical attendance by the public (and which location has been included in the meeting notice) may count toward a quorum and may fully participate and vote in the meeting. If there is a quorum of members at one or more physical locations open to the public, the WCLDC may properly convene a meeting.
3. Any WCLDC member who is participating from a remote location due to extraordinary circumstances that is not open to in-person physical attendance by the public may not be counted toward a quorum of the public body. Said WCLDC member may participate and vote if there is a quorum of members at a physical location open to the public.
4. If the WCLDC uses videoconferencing to conduct a meeting, the public notice for the meeting must inform the public that videoconferencing will be used and that one or more members may be participating via videoconference due to extraordinary circumstances and

must include directions for how the public can view and/or participate (if participation is permitted) in such meeting. The WCLDC shall provide the opportunity for members of the public to view the meeting, using remote technology or in person, in real time.

5. The minutes of all WCLDC meetings involving videoconferencing shall include which, if any, WCLDC members participated remotely.

6. Any WCLDC member appearing by videoconference shall be on video and remain on video for the duration of the meeting unless said member has a conflict of interest with an item in the agenda and said member leaves the meeting while the topic is discussed.

7. All WCLDC meetings conducted using videoconferencing shall be recorded and such recordings posted or linked on the WCLDC's website within five (5) business days following the meeting and shall remain so available for a minimum of five (5) years thereafter. Such recordings shall be transcribed upon request, and

BE IT FURTHER RESOLVED that the in-person participation requirements of Public Officers Law above shall not apply during a State disaster emergency declared by the governor pursuant to section twenty-eight of the executive law, or a local State of emergency proclaimed by the chief executive of a county, city, village or town pursuant to section twenty-four of the executive law, if the public body determines that the circumstances necessitating the emergency declaration would affect or impair the ability of the public body to hold an in-person meeting, and

BE IT FURTHER RESOLVED that said policy is effective immediately and is to be certified by the Chairman.

Ayes:	<u>10</u>
Nays:	<u>0</u>
Abstention:	<u>0</u>
Adopted:	<u>6/14/2022</u>



Dave O'Brien, Chairman