



SOPHIA TRAVIS GRANTS COMMITTEE
Thursday, June 16, 2022 at 6:00 pm
HR-Council Conference – Room 306 – Third Floor of the Courthouse
and Zoom Connection

<https://monroecounty-in.zoom.us/j/85136336413?pwd=UE42TWxDK1pldnNLaGVlOGhBcGx0QT09>

Meeting ID: 836 0324 2726

Password: 546969

- The public's video feed will be turned off by the Technical Services Department meeting administrator.
- The public will be able to listen and record.
- The public should raise their hand if they wish to speak during the public comment period.
- Below is the link for ZOOM Meeting Schedule of Monroe County Virtual Public Meetings for your convenience:

<https://www.co.monroe.in.us/egov/apps/document/center.egov?view=item;id=10017>

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"Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a program, service, or activity of Monroe County, should contact the Monroe County Title VI Coordinator, Angie Purdie, (812) 349-2550, apurdie@co.monroe.in.us, as soon as possible, but no later than forty-eight (48) hours before the scheduled event. Individuals requiring special language services should, if possible, contact the Monroe County Title VI Coordinator at last seventy-two (72) hours prior to the date on which the services will be needed. The meeting is open to the public."

- 1. CALL TO ORDER**
- 2. REVIEW AND APPROVAL OF ELECTRONIC ATTENDANCE POLICY FOR SOPHIA TRAVIS COMMUNITY SERVICE GRANTS MEETINGS**
- 3. REVIEW AND APPROVAL OF UPDATED 2022 MEETING DATES**
Need to change the following currently scheduled dates:
 - Friday, July 22nd – Applicant Presentations
 - Wednesday, July 27th – Grant Committee Meeting
 - Wednesday, August 3rd – Grant Committee Meeting
- 4. OTHER ITEMS**
- 5. ADJOURNMENT**

SOPHIA TRAVIS COMMUNITY SERVICE GRANTS COMMITTEE

Electronic Attendance Policy for Public Meetings

WHEREAS, in response to the COVID-19 pandemic and in recognition that public meeting rules could be amended to take advantage of technological advances, Indiana Code 5-14-1.5-3.5 was amended by the Indiana General Assembly in 2021; and

WHEREAS, Indiana law now allows for electronic participation in some public meetings by up to fifty percent (50%) of members of a governing body provided the governing body adopt a policy that complies with the amended law; and

WHEREAS, the Sophia Travis Grants Committee wishes to allow members of the public, staff, and up to fifty percent (50%) of its members to attend meetings electronically, as allowed by law.

NOW THEREFORE BE IT RESOLVED, that:

1. The Sophia Travis Grants Committee wishes to adopt and follow the procedures of newly-amended Indiana Code 5-14-1.5-3.5. Those procedures are listed in "Exhibit A", which is attached hereto and incorporated herein. Exhibit A shows language that has been removed from the Indiana Code in a strike-through format and new language is shown in bold.
2. All members of the public shall be admitted to meetings if they wish to participate electronically and shall be able to view or listen to and participate in the meeting under the regular rules allowed for public participation.
3. Staff members may participate electronically in all meetings including those listed in subsection (i) which are meetings in which all members of a governing body must attend in person, provided there is no actual need for a staff member to be physically present at a particular meeting. Such need shall be determined at the sole discretion of the President or Chair of the governing body, unless a majority of the governing body votes to require a staff member to attend a particular meeting.

Adopted this **16th** day of **June 2022**, by the Sophia Travis Grants Committee.

(Remainder of page intentionally left blank)

MONROE COUNTY COUNCIL

“Aye”

“Nay”

Cheryl Munson, Chair

Cheryl Munson, Chair

Trent Deckard, Member

Trent Deckard, Member

Jennifer Crossley, Member

Jennifer Crossley, Member

Jean Capler, Member

Jean Capler, Member

Joshua Johnson, Member

Joshua Johnson, Member

ATTEST:

Catherine Smith, Auditor
Monroe County, Indiana

Date

EXHIBIT A

SECTION 5. IC 5-14-1.5-3.5, AS AMENDED BY P.L.154-2016, SECTION 1, IS AMENDED TO READ AS FOLLOWS [EFFECTIVE UPON PASSAGE]: Sec. 3.5.

(a) This section applies only to a governing body of a public agency of a political subdivision, other than a governing body of an airport authority or a department of aviation as set forth in section 3.6 of this chapter.

(b) **Subject to subsection (i)**, a member of the governing body of a public agency who is not physically present at a meeting of the governing body ~~but who communicates with members of the governing body during the meeting by telephone, computer, video conferencing, or any other electronic means of communication:~~

~~(1) may not participate in final action taken at the meeting unless the member's participation is expressly authorized by statute; and~~
~~(2) may not be considered to be present at the meeting unless considering the member to be present at the meeting is expressly authorized by statute.~~

(c) The memoranda prepared under section 4 of this chapter for a meeting in which a member participates by using a means of communication described in subsection (b) must state the name of:

~~(1) each member who was physically present at the place where the meeting was conducted;~~
~~(2) each member who participated in the meeting by using a means of communication described in subsection (b); and~~
~~(3) each member who was absent.~~

may participate in a meeting by any electronic means of communication that does the following:

(1) Allows all participating members of the governing body to simultaneously communicate with each other.
(2) Allows the public to simultaneously attend and observe the meeting. However, this subdivision does not apply to a meeting held in executive session.

Subject to subsection (i), a governing body member who participates in the meeting by an electronic means of communication shall be considered present for purposes of establishing a quorum but may participate in any final action taken at the meeting only if the member can be seen and heard.

(c) A technological failure in an electronic means of communication that disrupts or prevents:

(1) the simultaneous communication between a member who is not physically present at the meeting and the governing body; or

(2) a member of the public who is not present at the meeting from attending and observing the meeting; does not prevent the governing body from conducting the meeting or affect the validity of an action taken by the governing body at the meeting if the sum of the governing body members physically present at the meeting and the governing body members participating by electronic communication without technological failure satisfy the quorum and (if a final action is taken) the voting requirements of the governing body.

(d) The governing body shall adopt a written policy establishing the procedures that apply to a member's participation in a meeting by an electronic means of communication. The governing body may establish procedures that are more restrictive than the procedures established by this section. The policy adopted under this section may include:

(1) limiting the number of members who may participate by electronic communication in any one (1) meeting;

(2) limiting the total number of meetings that the governing body may conduct in a calendar year by electronic communication; and

(3) requiring a member, except in the case of a meeting called to deal with an emergency under section 5(d) of this chapter, who plans to attend a meeting by any electronic means of communication to notify the presiding officer within a certain period of time before the meeting, as specified by the governing body, so that arrangements may be made for the member's participation by electronic communication.

(e) The memoranda prepared under section 4 of this chapter for a meeting in which a member participates by an electronic means of communication must:

(1) state the name of each member of the governing body who:

(A) was physically present at the place where the meeting was conducted;

(B) participated in the meeting by using any electronic means of communication; and

(C) was absent; and

(2) identify the electronic means of communication by which:

(A) members of the governing body participated in the meeting; and

(B) the public attended and observed the meeting, if the meeting was not held in executive session.

(f) All votes taken during a meeting under this section must be taken by roll call vote.

(g) At least fifty percent (50%) of the members of the governing body must be physically present at a meeting.

(h) A member of the governing body may not attend more than fifty percent (50%) of the governing body's meetings in a calendar year by means of electronic communication, unless the member's electronic participation is due to:

- (1) military service;**
- (2) illness or other medical condition;**
- (3) death of a relative; or**
- (4) an emergency involving actual or threatened injury to persons or property.**

(i) A member of a governing body may not participate in a meeting of the governing body by electronic communication if the governing body is attempting to take final action to:

- (1) adopt a budget;**
- (2) make a reduction in personnel;**
- (3) initiate a referendum;**
- (4) establish or increase a fee;**
- (5) establish or increase a penalty;**
- (6) use the governing body's eminent domain authority; or**
- (7) establish, raise, or renew a tax.**

(j) A governing body may not prohibit a member of the governing body from attending consecutive meetings by electronic communication. A member may attend two (2) consecutive meetings (a set of meetings) by electronic communication. A member shall physically attend at least one (1) meeting between sets of meetings that the member attends by electronic communication, unless the member's absence is due to:

- (1) military service;**
- (2) illness or other medical condition;**
- (3) death of a relative; or**
- (4) an emergency involving actual or threatened injury to persons or property.**

DATES AVAILABLE FOR POSSIBLE SOPHIA TRAVIS GRANTS COMMITTEE MEETINGS:

- Thursday, July 28th
- Tuesday, August 2nd
- Monday, August 8th
- Wednesday, August 10th
- Thursday, August 11th