Legislation Details (With Text)

File #:	23-301 **Version:** 1	**Name:**
Type:	General Business	**Status:** Agenda Ready
File created:	5/18/2023	**In control:** Town Council
On agenda:	5/23/2023	**Final action:**
Title:	Discussion of Draft Virtual Participation and Virtual Meeting Policy	
Sponsors:		
Indexes:		
Code sections:		
Attachments:	1. Virtual Meeting Policy 2023.05.23 Draft	

Date	Ver.	Action By	Action	Result

SUBJECT:
Discussion of Draft Virtual Participation and Virtual Meeting Policy

DEPARTMENT: Administration

PRESENTER(S): Malcolm Fleming, Town Administrator

TIME ESTIMATE: 15 minutes

POLICY ISSUES:
The policy issues in this matter are to what extent and under what conditions does the Board want to allow virtual meetings and to allow Board members and members of advisory boards and commissions to attend in-person meetings virtually.

STAFF RECOMMENDATION:
Review the draft policy and provide direction on any edits the Board wants to see.

SUMMARY AND BACKGROUND OF SUBJECT MATTER:
Conducting meetings during the Pandemic demonstrated there are advantages and disadvantages to conducting Board, advisory board, and commission meetings in a virtual format, and in some situations allowing members to attend in-person meetings virtually. Board members asked staff to prepare for Board consideration a draft policy specifying the Board's policy on conducting virtual meetings and allowing members to attend in-person meetings virtually. The attached policy is staff's recommendation. It incorporates elements of similar policies developed by the Town Attorney for the towns of Superior and Platteville, and previous protocols developed by Town staff to address conditions during the Pandemic.

Staff asks the Board to consider this draft and provide direction on any edits the Board wants to see. Staff will incorporate any changes the Board wants to see and bring a final draft back to the Board for approval during the Board's June 13 meeting.

BOARD PRIORITY(S) ADDRESSED:
- ✓ Engaged and Diverse Community
- ✓ Effective Governance

ATTACHMENT(s):
1. Draft Virtual Participation and Virtual Meeting Policy