

RESOLUTION NO. 20-07

**GEORGE WASHINGTON REGIONAL COMMISSION REMOTE PARTICIPATION
POLICY**

WHEREAS, the George Washington Regional Commission (“the Commission”) is the Planning District Commission serving the City of Fredericksburg and Caroline, King George, Spotsylvania and Stafford counties, known together as Planning District 16; and

WHEREAS, § 2.2-3708.2 of the Code of Virginia allows for participation by a member of a public body in a meeting through electronic communication means pursuant to certain requirements.

NOW, THEREFORE, BE IT RESOLVED by the George Washington Regional Commission that it is the policy of the Commission that a Commission member may participate in a Commission meeting through electronic communication from a remote location, subject to the conditions of § 2.2-3708.2 of the Code of Virginia and the Commission’s policy for remote participation as set forth below:

- a. Prior to the scheduled time for the Commission meeting, the member desiring to participate remotely shall notify the Chair in writing, which may be by e-mail or text message, and shall identify with specificity the nature of the reason as to why remote participation is necessary. This may be done through a designated staff person. Permitted reasons shall be limited to (i) a personal matter, or (ii) a temporary or permanent disability or other medical condition that prevents the member’s physical attendance. The specific nature of the reason and the remote location from which the Commission member participated shall be recorded in the minutes of the meeting.
- b. By law, no Commission member may participate remotely in more than two Commission meeting per calendar year due to an emergency or personal matter.
- c. The Commission shall have arranged for the voice of the remote participant to be heard by persons present at the meeting location, including other members, and the public. The minutes shall clearly record the vote of the remote participant on all voting matters during the remote participation.
- d. A quorum of Commission members shall be physically present at the meeting location in order for Commission actions to be considered or taken, however, voting by remote participation may count toward determining that the majority of members voted for or against a particular action.
- e. In the event a Commission member’s remote participation is disapproved by the Chair or the Commission because such participation would violate the terms and conditions of this Policy, such disapproval and the reason therefor shall be recorded in the minutes.

Adopted by the George Washington Regional Commission at its duly called meeting on March 16, 2020 in the City of Fredericksburg, Virginia, a quorum being present.

Timothy J. McLaughlin, Chairman

March 16, 2020