

**MEMO**

**To:** Regional Transit Partnership

**From:** David Blount, Deputy Director

**Date:** June 24, 2021

**Re:** Remote Electronic Participation in Meetings Policy

**Purpose:**

To consider adoption of a CA-MPO Technical Committee policy allowing members to participate in meetings by electronic communication means.

**Background:**

The Virginia Freedom of Information Act, at § 2.2-3708.2 of the *Code of Virginia*, permits individual members of a public body to participate in a public meeting through electronic participation. Such participation is authorized only if the public body has adopted a written policy allowing for and governing participation of its members by electronic communication means, including an approval process for such participation. Consistent with state enabling provisions, the CA-MPO Technical Committee began allowing meetings to be held without the physical presence of members during the declared state of emergency. However, the CA-MPO Technical Committee has not yet adopted a policy, as enabled in 2018, to authorize remote participation by individual members at meetings when a quorum is physically assembled.

**Recommendation:** Staff recommends that the Commission adopt the attached policy, titled Remote Electronic Participation, as authorized by subsection C of § 2.2-3708.2 of the *Code of Virginia*.