



City of Hart Policies and Procedures Remote and Hybrid meetings

- 1) PA 228 of 2020 amended section 3 (MCL 15.263) of PA 267 of 1976 (amended previously by PA 485 of 2018) and added a section 3a, allowing for the following:
 - a) An allowance for members of the public body to attend a meeting of the public body electronically under certain terms and conditions as set forth in this plan
 - b) A requirement that members of the public and media attend a meeting of the public body electronically under certain terms and conditions as set forth in this plan
- 2) **Through December 31, 2020**, in accordance with PA 228 of 2020, the City of Hart provides that:
 - a) Any member of an elected or appointed board can choose to attend a meeting of that board electronically for any reason
 - b) All members of elected or appointed boards may be required to attend meetings of those boards electronically by vote of the City Council
- 3) Further, **between January 1, 2021 and December 31, 2021**, the City of Hart provides that:
 - a) Any member of an elected or appointed board can choose to attend a meeting of that board electronically due to military duty, a medical condition, or a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or a local official or local governing body that would risk the personal health or safety of members of the public or the public body if the meeting were held in person
 - b) Upon a vote requiring such by the City Council, all members of an elected or appointed board may be required to attend a meeting of that board electronically if a statewide or local state of emergency or state of disaster is declared pursuant to law or charter by the governor or a local official or local governing body that would risk the personal health or safety of members of the public or the public body if the meeting were held in person



- c) **Upon a vote requiring such by the City Council, all members of the media and public wishing to attend a meeting of any of the City's elected or appointed boards must do so electronically if a statewide or local state of emergency or state of disaster declared pursuant to law or charter by the governor or a local official or local governing body that would risk the personal health or safety of members of the public or the public body if the meeting were held in person**
- 4) A meeting of a public body held electronically must be conducted in a manner that permits 2-way communication so that members of the public body can hear and be heard by other members of the public body, and so that public participants can hear members of the public body and can be heard by members of the public body and other participants during a public comment period
- 5) If any component of a meeting of a public body is conducted electronically as described in sections 2 and 3, the following must occur at the meeting and be reflected in the meeting minutes:
- a) Prior to roll call, the person chairing the meeting will explain the electronic components of the meeting and the purpose behind them
 - b) During roll call, a public announcement by a member of the public body attending the meeting electronically that he/she is attending remotely and the county, city, village, or township from which he/she is attending the meeting
- 6) A notice of all meetings that include electronic components as described in sections 2 and 3 of this policy shall be posted on the Public Notices and Public Hearings page of the City's web site not less than 18 hours before the meeting begins. Such notice shall include:
- a) The agenda for the meeting prior to any amendments that may be made at the meeting
 - b) The reason for the electronic component to the meeting
 - c) How members of the public may participate in the meeting electronically
 - d) How members of the public can contact members of the public body to provide input or ask questions on any business that will come before the public body at the meeting
 - e) How persons with disabilities may participate in the meeting



- 7) A public body shall not, as a condition of participating in an electronic meeting of the public body, require a person to register or otherwise provide his or her name or other information to attend the meeting, other than mechanisms established and required by the public body necessary to permit the person to participate in a public comment period of the meeting

- 8) Members of the general public otherwise participating in a meeting with electronic components are to be excluded from participation in a closed session of the public body