Presented by: HRC
Presented: 3/16/2020
Drafted by: R. Palmer III

RESOLUTION OF THE CITY AND BOROUGH OF JUNEAU, ALASKA

Serial No. 2883(am)

A Resolution Temporarily Amending Resolution 2862 Related to the Assembly Rules of Procedure and COVID-19.

WHEREAS, COVID-19 or coronavirus is a contagious virus that is actively spreading across the world, including in the United States; and

WHEREAS, public health officials describe that COVID-19 is most severe in people older than 65 and people with underlying health conditions like heart disease, lung disease, and diabetes; and

WHEREAS, public health officials currently recommend social distancing measures that minimize large group meetings and that encourage people to stay six feet apart; and

WHEREAS, the boards, commissions, and committees of the City and Borough of Juneau host multiple public meetings a week; and

WHEREAS, consistent with Resolution 2686 Rule 9, the Assembly Rules of Procedure govern the Assembly's advisory boards, commissions, and committees; and

WHEREAS, upon balancing the health risks of COVID-19 and transparent government principles, the Assembly finds it necessary to temporarily change how City and Borough of Juneau public meetings are conducted; and

WHEREAS, public comment opportunities still exist at public meetings, and members of the public are encouraged to submit comments in writing, like by emailing BoroughAssembly@juneau.org or by filling out the online Assembly Contact Form, https://beta.juneau.org/assembly/assembly-contact-form; and

WHEREAS, Resolution 2862 Rule 16.N defines telephone or telephonic as "any system of synchronous two-way voice communication," which could include traditional telephones and internet-based internet audio or video applications.

NOW, THEREFORE, BE IT RESOLVED BY THE ASSEMBLY OF THE CITY AND BOROUGH OF JUNEAU, ALASKA:

Section 1. Telephonic Participation. Rule 16(A-B) of Resolution 2862 is amended as follows:

A. A member may participate via telephone in an Assembly meeting, or an Assembly Committee meeting. If the Mayor chooses to participate via telephone, the Deputy Mayor shall preside.

B. No more than the first five members to contact the Clerk regarding telephonic participation in a particular meeting may participate via telephone at any one meeting.

Section 2. COVID-19 Public Meeting Prevention and Mitigation. Resolution 2862 is amended by adding a new Rule as follows:

Rule 18. COVID-19 Public Meeting Prevention and Mitigation.

A. **Public seating area.** Overflow rooms should be made available with live audio or video of the meeting. To the extent reasonable, overflow seats for members of the public should be three to six feet apart in the regular meeting area and in any overflow rooms.

B. **Member seating area.** If multiple members attend telephonically, members are free to sit in a vacant seat to provide the maximum spacing between members.

C. **Alternative public broadcasting.** This provision only applies to public meetings of the City and Borough of Juneau Assembly and its committees, boards, and commissions. In addition to regular Assembly meetings broadcasts, meetings with substantial public interest should be live broadcast in a manner that is reasonably calculated to provide meaningful public observance of the public meeting. The chair of a committee, board, or commission has discretion, unless overruled by majority vote, if and how a meeting should be broadcast.

D. **Essential agenda items only.** The committees, boards, and commissions of the City and Borough of Juneau shall only hold meetings for essential agenda items. Non-essential agenda items must be delayed. Essential items can include time sensitive permit decisions, legislation, appropriation matters, continuity of operation matters, and public health matters. The chair of a committee, board, or commission has discretion to determine if a potential agenda item is essential or nonessential. An agenda with an item the chair proposes to be non-essential shall be publicly posted a reasonable time prior to the meeting. A majority of the members of the body may call the proposed non-essential item for consideration at the meeting within 24 hours of agenda posting. Non-essential public meetings must be canceled. Public meetings with essential items in which public comment

is required should allow for public comment by telephone. Meeting agendas should be evaluated one month at a time.

Section 3. Sunset Provision. This resolution shall automatically expire and no longer have effect after November 24, 2020.

Section 4. Effective Date. This resolution shall be effective immediately after its adoption.

Adopted this 16th day of March, 2020.

Beth A. Weldon, Mayor

Attest:

Elizabeth J. McEwen, Municipal Clerk