

Eau Claire City-County Board of Health

Policy Approval – Board of Health Remote Meetings

PURPOSE

The purpose of this policy is to provide additional requirements for remote meetings of the Eau Claire City-County Board of Health (BOH).

POLICY STATEMENT

In the event of an emergency situation, the BOH may not be able to safely meet in person to conduct routine or urgent business for governance of the Eau Claire City-County Health Department. Remote meetings may occur and comply with BOH and open meeting law requirements provided the following occur in addition to the remainder of open meeting requirements.

- Comply with public notice requirements but also note that the meeting will be held remotely and include instructions for how the public may access the meeting. This includes providing the telephone number, video conference link and any necessary passcodes or other login information. Agendas shall also contain the same information.
- Public comment for an agenda item will be available remotely and noted on the public notice and agenda. The public will be directed to provide an email to a BOH designee noting the agenda item they wish to comment on. They will be called on to provide comments during the public session.
- Accommodations will be offered and made available for those persons with disabilities who are unable to monitor the meeting.
- Recording of the meeting will be done via the teleconference tool and be made available upon request.

REFERENCES

Wisconsin Counties Association (www.wicounties.org)

City of Eau Claire

County of Eau Claire

04/22/2020: Approved by Board of Health