

POLICY TYPE: GOVERNANCE PROCESS

POLICY TITLE: *REMOTE BOARD MEETING ATTENDANCE*

This Policy outlines the procedures and internal requirements for Board members to remotely attend board meetings in accordance with Section 3307.091 of the Ohio Revised Code. Notwithstanding the foregoing, if an executive order, mandate, or other regulatory action permits board meetings to be held remotely, then that mandate will take precedence over this internal Policy.

For purposes of this Policy, “emergency” means unexpected situations affecting a Board member’s or his/her family’s health, wellness, or safety. Examples of emergency situations include, but are not limited to, illness, inclement weather, bereavement, and birth of a child. The Chair, in his or her sole discretion, shall determine if the Board member’s absence is due to an “emergency.”

A. Board Member Participation Requirements.

1. Each member must, at a minimum, attend at least three-quarters of the regularly scheduled meetings in person at the designated public location during the Board’s calendar year, which starts Sept. 1 and ends Aug. 31. For clarity, if the Board schedules ten regularly scheduled meetings during its calendar year, each board member must attend at least eight of those meetings in person.
2. For each board meeting, a majority of the board members attending must attend in person at the designated public meeting location.
3. Unless an emergency exists, board members must seek approval from the Chair at least forty-eight hours in advance of attending a meeting remotely. The Chair shall provide staff with a list of board members approved to attend remotely prior to the meeting.
4. Remote participation will be determined on a first-come-first-serve basis. However, if an emergency exists affecting another board member or members, a board member tentatively scheduled to attend remotely may be required to attend in person.

B. Remote Meeting Conduct.

1. All votes must be taken by roll call.
2. Board members attending remotely pursuant to this Policy are considered present, may vote, and are counted for quorum purposes.
3. The Board will ensure that the public can hear and observe (if the Retirement System’s technology permits) all discussions and deliberations of all board members, whether attending in person or remotely.
4. Except as provided in this Policy, no person shall impose additional limits or obligations on the board or any of its members regarding remote attendance.