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Hampton City Council Rule of Procedure Governing Participation In Meetings by Electronic Communication

In accordance with Section 2.2-3708.2 (A) and(C) of the Code of Virginia, the Hampton City Council hereby adopts the following policy governing the participation of members of a public body in a meeting by electronic communication from a remote location that is not open to members of the public if:

1. On or before the day of the meeting, a member of the public body holding the meeting notifies the Chair of the public body that such member is unable to attend the meeting due to:
 - (a) temporary or permanent disability or other medical condition that prevents the member's physical attendance; or
 - (b) an emergency or personal matter and the member identifies with specificity the nature of the emergency or personal matter. Electronic participation pursuant to subdivision (b) by each member shall be limited to two meetings per calendar year.

The public body holding the meeting shall record in its minutes the specific nature and the remote location from which the member participated. If a member's participation is disapproved, such disapproval shall be recorded in the minutes.

- (c) Participation by a council member is only authorized if approved by a majority of a quorum of the Hampton City Council physically assembled at the primary or central meeting location; and
- (d) The City Council shall make arrangements for the voice of the absent council member(s) to be heard by all persons in attendance at the primary or central meeting location.