

**RESOLUTION NO. \_\_\_\_\_, SERIES 2023**

**A RESOLUTION AMENDING RULE 5A.02 OF THE RULES OF THE LEGISLATIVE COUNCIL OF THE LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT REGARDING THE NOTICE REQUIRED TO INITIATE A VIDEO TELECONFERENCE MEETING (AMENDMENT BY SUBSTITUTION).**

**SPONSORED BY: COUNCIL MEMBER MCCRANEY AND PRESIDENT WINKLER**

**WHEREAS**, the Kentucky Revised Statute § 67C.103(10) authorizes the Louisville/Jefferson County Metro Government Council (“Council”) to determine and adopt its own rules;

**WHEREAS**, under Council Rule 1.14, the Council shall determine its own rules, and under Council Rule 1.01(d) may amend its Rules by a resolution adopted by a majority vote of the entire Council; and

**WHEREAS**, the Council wishes to amend its rules regarding the notice required to initiate a video teleconference meeting.

**NOW, THEREFORE, BE IT RESOLVED BY THE LEGISLATIVE COUNCIL OF THE LOUISVILLE/JEFFERSON COUNTY METRO GOVERNMENT AS FOLLOWS:**

**SECTION I:** Council Rule 5A.02 is hereby amended as follows:

**5A.02 Timely Written Notification of Virtual Attendance Required to Initiate a Video Teleconference Meeting**

a) All meetings shall be held fully in person unless a member of the body that is scheduled to meet provides timely written notification of his/her intent to attend virtually. Only committee members may initiate a virtual meeting of that committee; any member of Council may initiate a virtual meeting of Council.

b) The member must notify the Clerk in writing of their intent to participate virtually in a meeting via email, and that email must be received by the Clerk no later than 12:00 p.m. on the business day last preceding the date of the meeting. No notification received after 12:00 p.m. on the business day last preceding the date of the meeting shall be effective; if notification is untimely, the meeting shall proceed fully in person and any member must be physically present in person to participate.

c) If the Clerk receives a timely notice of intent to participate virtually in a committee meeting, the Clerk shall forward the request to all members of the Council committee. If the Clerk receives a timely notice of virtual participation for a Council meeting, the Clerk shall forward the request to ~~all members of the Council~~ only the Council member requesting a virtual meeting. The Clerk shall promptly re-notice the meeting as a video teleconference meeting as required by the Kentucky Open Meetings Act.

d) In order for a presenter to appear virtually at a committee meeting, whether the meeting occurs in person or by video teleconference, the committee chair must provide the Clerk with timely written notice via email and that email must be received by the Clerk no later than 12:00 p.m. on the business day last preceding the date of the meeting. No notification received after 12:00 p.m. on the business day last preceding the date of the meeting shall be effective; if notification is untimely, the presenter may only appear in person at the meeting.

**SECTION II:** This Resolution shall take effect upon its passage and approval.

\_\_\_\_\_  
Sonya Harward  
Metro Council Clerk

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Markus Winkler  
President of the Council

\_\_\_\_\_  
Approval Date

**APPROVED AS TO FORM AND LEGALITY:**

Michael J. O'Connell  
Jefferson County Attorney

By: \_\_\_\_\_

R-200-22 Amend Council Rule 5A.02 RE Initiating Video Teleconference Meeting KM 2-15-23 (FABS)