

**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 REQUESTS FOR VIRTUAL INVITATIONS TO MEETINGS (AMENDMENT BY SUBSTITUTION).**

**SPONSORED BY: COUNCIL MEMBER KRAMER**

**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. Notifications to participate virtually in either a Metro Council meeting or a committee meeting shall include a stated reason for the member’s virtual participation which shall be included within the minutes of the affected 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. A notice to attend a Metro Council meeting or a committee meeting may not be submitted prior to the conclusion of the Metro Council Meeting immediately preceding the meeting for which the virtual option is being selected.

~~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 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. The Clerk shall promptly re-notice the meeting as a video teleconference meeting as required by the Kentucky Open Meetings Act. A member of the Metro Council may participate virtually in a Metro Council meeting no more than two times per calendar year. There is no limit to how many times a Council Member may participate in committee meetings virtually.~~

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.

e) Emergency Provisions: The President or President Pro-Tem in the absence of the President has the authority to move a Metro Council Meeting to a virtual option should there be concerns related to a health or weather emergency. Such move requires the notice of the Clerk at least 24 hours in advance of the meeting and the written support of a Majority of the Members of the Committee on Committees. Any decision to move a Metro Council Meeting due to health or weather conditions will not count toward a Metro Council member's two virtual meeting limitation per year.

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

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Sonya Harward  
Metro Council Clerk

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Markus Winkler  
President of the Council

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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 Kramer FABS KM 2-16-23