



# CONSIDER A POLICY UPDATE FOR ADVISORY BOARD REMOTE PARTICIPATION

**SUMMARY REPORT** TOWN OF CHAPEL HILL PLANNING DEPARTMENT  
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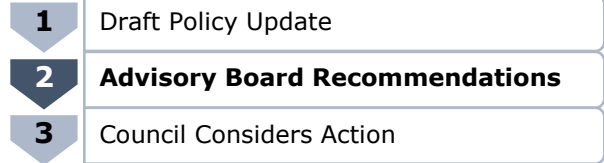
## STAFF RECOMMENDATION

That the Advisory Boards review and make comments and recommendations on the policy update to the Town Council.

## DECISION POINTS

The proposed policy update would allow the Town’s Advisory Boards the option to continue meeting virtually once the State of Emergency ends.

## PROCESS



## ITEM OVERVIEW

During the pandemic, the [Advisory Board Remote Participation Policy](#)<sup>1</sup> has allowed meetings of the Boards and Commissions to be fully virtual, with no members attending in-person. Some key features supporting this approach include:

- No limit on how many meetings an individual can attend remotely
- Remote attendees are able to count towards meeting quorum
- Remote attendees are able to vote on recommendations to Council, formal administrative reviews, and similar actions

Council instituted the features listed above in [spring 2020](#)<sup>2</sup> and resolved to reconsider them once the Governor's State of Emergency ended.

Staff is recommending that Council make these features a permanent part of the Standing Advisory Board Membership Policy. Advisory Boards would then have the option to meet virtually, in-person, or in a hybrid format once the State of Emergency ends.

<sup>1</sup> <https://www.townofchapelhill.org/government/mayor-and-council/boards-commissions/board-membership-policy>, see section on Parameters of Remote Participation

<sup>2</sup> <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4538871&GUID=64B8CA34-E001-4F39-AAB6-21A8CB617DC8>