



CONSIDER A POLICY UPDATE FOR ADVISORY BOARD REMOTE PARTICIPATION

SUMMARY REPORT TOWN OF CHAPEL HILL PLANNING DEPARTMENT
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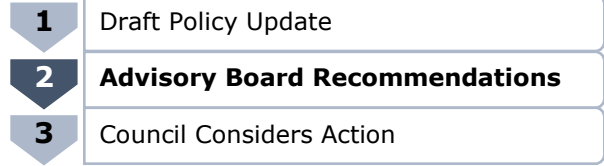
STAFF RECOMMENDATION

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](#)¹ 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](#)² 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.

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

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