

## MEETINGS IN THE EVENT OF A PUBLIC HEALTH OR OTHER EMERGENCY

### A. Findings and Declaration of Policy

The Board of Directors of the City of Bluefield finds that, in the event of certain emergencies, arising from the spread of infectious disease or otherwise, circumstances may arise in which the physical presence of a quorum of the Board of Directors and/or the convening of a public, in-person meeting is either impossible or strongly discouraged in order to protect the health of the general public, the Board of Directors, and City employees. The Board hereby declares that it is the policy of the City of Bluefield that, should such an event take place, it will nevertheless be essential that the Board be able to conduct and/or oversee the business of the City in an orderly, open and transparent manner.

### B. Declaration of Public Health Emergency

The City Manager, Mayor, or not less than three members of the Board of Directors acting in concert, may declare the existence of a public health or other emergency in the City of Bluefield upon the occurrence of one or more of the following events:

1. The presence of an infectious disease in the City or surrounding regions to such an extent or of such virulence that public gatherings are discouraged in order to promote the health and welfare of the general public, and such situation is reasonably likely to continue for more than two weeks.

2. The spread of an infectious disease or illness or combination of infectious diseases and/or illnesses among members of the Board of Directors, or the occurrence of a disaster or other unforeseen event, which renders physically convening a meeting of quorum of Board members impossible or a danger to the general public, Board members or City employees, and such situation is reasonably likely to continue more than two weeks.

### C. Conducting Meetings and Board Business During Emergency

Should such an emergency arise, it will be essential that the City nevertheless continue operation and that Board of Directors continue to exercise oversight of City employees, affairs and business.

Therefore, in the event of the declaration of emergency as aforesaid, the Board of Directors shall, to the extent possible, and not less frequently than monthly, conduct a regular meeting via an electronic platform accessible to the public. The City shall publish notice of such meeting in the same manner as it publishes notice of regular meetings of the Board of Directors, and include in such notice instructions for electronically accessing such meeting.

### D. Action That May Be Taken At Such Meeting

The Board of Directors may take any action at such a meeting that may lawfully be taken at any physical meeting of the Board of Directors.

E. Public Comments

To the extent technologically feasible, the Board of Directors may receive public comments at or prior to such meeting. Instructions for submission of public comments shall be included in the notice of the meeting.

F. Minutes

Minutes of such meeting shall be prepared in accordance with the practice for other meetings, and approved at the next meeting of the Board of Directors.

1<sup>st</sup> Reading: June 10, 2020

2<sup>nd</sup> Reading: June 23, 2020