

**MOTION:**

\_\_\_\_\_, 202\_\_  
**Regular Meeting**  
**Res. No. 2\_\_-**

**SECOND:**

**RE:           APPROVE REQUEST TO PARTICIPATE REMOTELY THROUGH ELECTRONIC  
COMMUNICATION MEANS**

**ACTION:**

**WHEREAS**, the Prince William Sustainability Commission adopted a policy in its Rules of Procedure pursuant to Sections 2.2-3708.2, and 2.2-3708.3, VA Code Ann., to allow for remote participation by Members of the Sustainability Commission; and

**WHEREAS**, in accordance with the Commission's policy, \_\_\_\_\_ notified the Chair that the Member is requesting permission from the Commission to electronically participate at the Sustainability Commission \_\_\_\_\_ meeting; and

**WHEREAS**, the Member certified that (*check A, B, C, or D*):

- A. \_\_\_\_\_ the Member is unable to attend the meeting due to a temporary or permanent disability or other medical condition that prevents the Member's physical attendance. For purposes of determining whether a quorum is physically assembled, a Sustainability commission member who is a person with a disability as defined in Section 51.5-40.1, VA Code Ann., and uses remote participation counts toward the quorum as if the individual was physically present; OR
- B. \_\_\_\_\_ the Member is unable to attend the meeting due to a medical condition of a member of the member's family which requires the member to provide care that prevents the member's physical attendance or the member is a caregiver who must provide care for a person with a disability at the time the public meeting is being held thereby preventing the member's physical attendance. For purposes of determining whether a quorum is physically assembled, a Commissioner who is a caregiver for a person with a disability and uses remote participation counts toward the quorum as if the individual was physically present; OR
- C. \_\_\_\_\_ the Member's principal residence is more than 60 miles from the meeting location identified in the required notice for such meeting; OR
- D. \_\_\_\_\_ the Member is unable to attend the meeting due to the following specifically identified personal matter: \_\_\_\_\_; AND the Member has not already used remote participation due to personal matters more than two meetings per calendar year or 25 percent of the meetings held per calendar year rounded up to the next whole number, whichever is greater; and

**WHEREAS**, the general description of the remote location from which the Member plans to electronically participate is \_\_\_\_\_; the remote location need not be open to the public; and

**WHEREAS**, the Member verifies that the Member's participation in any closed session of the meeting shall remain confidential and not be disclosed to any unauthorized persons or entities; and

**WHEREAS**, pursuant to the Sustainability Commission policy, a request for electronic participation from a remote location shall be approved unless participation violates the Sustainability Commission policy or any provisions of the Virginia Freedom of Information Act; and the Sustainability Commission policy shall be applied strictly and uniformly, without exception, to the entire membership of the Sustainability Commission and without regard to the identity of the Member requesting remote participation or the matters that will be considered or voted on at the meeting;

**NOW, THEREFORE, BE IT RESOLVED** that the Prince William Sustainability Commission does approve the request to participate remotely in the meeting through electronic communication means in accordance with the Sustainability Commission's policy; a quorum of the Commission was physically assembled at one primary or central meeting location; and arrangements were made for the voice of the Member to be heard by all persons at the primary or central meeting location.

**Votes:**

**Ayes:**

**Nays:**

**Absent from Vote:**

**Absent from Meeting:**

**ATTEST:** \_\_\_\_\_  
**Clerk to the Sustainability Commission**