

RESOLUTION 63-2020

It was moved by Commissioner Laybourn and duly seconded by Commissioner Willeke to adopt the following resolution; to wit

WHEREAS, the Colorado Open Meetings Law, C.R.S. 24-6-401, et seq., exercises authority over meetings of local governments, including meetings of the Board of County Commissioners of Washington County (hereinafter, the "Board"); and

WHEREAS, the Colorado Open Meetings Law applies to any meeting convened in person, by phone, or electronically to discuss public business relating to the policy-making function of the Board; and

WHEREAS, when a meeting is convened to discuss public business and is a meeting at which any formal action occurs or at which a majority or quorum of the Board is expected to be in attendance, then such meetings are open to the public and public notice shall be given and minutes taken; and

WHEREAS, the Colorado Open Meetings Law contains no reference to emergency management meetings; however, C.R.S. 30-10-303(2) allows the Board to call an Emergency Meeting provided it has adopted procedures therefore, and

WHEREAS, the Board wishes to adopt Procedures for Emergency Meetings; and

NOW THEREFORE BE IT RESOLVED, by the Board of County Commissioners of Washington County as follows:

1. In the event of an emergency, any member of the Board may contact the County Attorney to call an emergency meeting, which may be held even in the event that proper public notification is not attainable.

2. The meeting may be held in person, via telephone, or electronically.

3. At the onset of the meeting, a member of the Board shall describe the circumstances constituting the emergency under which the meeting is taking place, acknowledging that the circumstances require consideration and action by the Board sooner than otherwise allowed by the public notice requirements of the Colorado Open Meetings Law. For purposes of these procedures, "emergency" is defined as "an unforeseen combination of circumstances or the resulting state that calls for immediate action."

4. When the meeting is held in person or via telephone, an audio recording must be made or a member of the Clerk to the Board staff must be present to take minutes of the meeting.

5. When the meeting is held electronically, please copy the Clerk to the Board on all communications so that minutes may be prepared.

6. Any action taken at the emergency meeting must be scheduled for ratification as a consent agenda item on the Board's next regular meeting for which the agenda has not already been posted.

7. County staff will undertake all reasonable efforts to notify the general public and press of the emergency meeting, including existing electronic distribution lists

The foregoing Resolution was presented at a regular meeting of the Washington County Commissioners held on the 24th day of March 2020, by Commissioner Laybourn who moved its adoption. The motion was seconded by Commissioner Willeke and on roll call vote, all votes being yes, the resolution was adopted.

Attest: Annie Kent

Tony N. Willeke
Chairman

Richard T. Willeke
Commissioner

Lee Ann Laybourn
Commissioner