

**PROCEDURAL RESOLUTION NO. 10-2020 ESTABLISHING
SPECIFIC RULES FOR THE OPERATION OF THE COUNTY
LEGISLATURE PURSUANT TO NEW YORK STATE
EXECUTIVE ORDER 202.1**

WHEREAS, the crisis created by the novel coronavirus has led to Governor Cuomo to issue Executive Order 202.1, effective through at least April 11, 2020; and

WHEREAS, Executive Order 202.1 suspends Article 7 of Public Officers Law and allows public bodies to meet without the public present and through conference call technology, provided the public has the ability to view or listen to such proceedings and that such meetings are recorded and later transcribed; and

WHEREAS, in light of this authorization, this Legislature should authorize specific procedures for the operation of the body under these conditions; now, therefore be it

1st RESOLVED, that the Suffolk County Legislature and all of its standing and special committees are hereby authorized to meet either in person or via telephonic conference call until such time as New York State Executive Order 202.1 is no longer in effect. This authorization shall include member participation both in person and by conference call in any executive sessions which may occur during meetings; and be it further

2nd RESOLVED, that all meetings conducted pursuant to these rules shall maintain a quorum of legislators either physically present or on the conference call line at all times during the course of the meeting; and be it further

3rd RESOLVED, that the Presiding Officer shall serve as the de facto chairperson for all general and committee meetings held via conference call; and be it further

4th RESOLVED, that such meetings shall have any video or audio livestreamed on the County Legislature's website, with the exception of any portions of such meetings held in executive session; and be it further

5th RESOLVED, that any legislator who is not physically present and wishes to speak on a motion during a meeting must email the Chairperson, Vice Chairperson and Counsel to the Legislature to be placed on the list of speakers for that meeting. Members appearing via conference call who do not submit a request to speak via email will not be recognized by the Chair; and be it further

6th RESOLVED, that all votes taken during a meeting with members appearing via conference call must be by roll call, with each legislator who is not physically present confirming their name before casting their vote when called upon by the Clerk or Chief Deputy Clerk of the Legislature; and be it further

7th RESOLVED, that members appearing in a meeting via conference call shall receive a written summary of the votes recorded for that member by the Clerk or Chief Deputy Clerk of the Legislature immediately prior to the end of each meeting. The member shall verify the accuracy of the votes cast prior to the conclusion of the meeting. In the event there is a discrepancy between the Clerk or Chief Deputy Clerk's records and the member's verification,

the answer captured on the audio recording of the vote shall stand as the official vote cast; and be it further

8th **RESOLVED**, that during meetings conducted via conference call, there shall be no motions for reconsideration of a vote once a resolution has been considered and acted upon by the body; and be it further

9th **RESOLVED**, that the Presiding Officer of the Legislature shall determine if the public shall be able to attend any meeting conducted via conference call and shall notify the public of his determination no less than 12 hours prior to the commencement of the meeting on the Legislature's website and through all appropriate media and other outlets; and be it further

10th **RESOLVED**, that members of the public shall be able to submit written testimony on any matters before the Legislature for a general or committee meeting conducted via conference call either by mail or email to the Clerk or Chief Deputy Clerk of the Legislature, to be included as part of the record for such meeting; and be it further

11th **RESOLVED**, that the Presiding Officer of the Legislature shall implement all procedures associated with these requirements and authorizations; and be it further

12th **RESOLVED**, that these rules shall remain in effect for all general and committee meetings of the Suffolk County Legislature only so long as the terms NYS Executive Order 202.1 remains in effect, including any extensions thereto.

DATED: March 17, 2020

EFFECTIVE IMMEDIATELY PURSUANT TO SECTION 2-15(A) OF THE SUFFOLK COUNTY CHARTER