

RESOLUTION OF THE WASATCH FRONT REGIONAL COUNCIL (WFRC)  
PROVIDING FOR THE WFRC COUNCIL AND COMMITTEES  
TO CONVENE AND CONDUCT ELECTRONIC MEETINGS  
IN ACCORDANCE WITH UTAH CODE 52-4-207

Whereas, the Wasatch Front Regional Council (WFRC) or other public body may hold an electronic meeting if the public body has adopted a resolution, rule, or ordinance governing the use of electronic meetings; and

Whereas, the WFRC wishes to adopt standards and procedures for electronic meetings of its Council and other Committees to be held under limited circumstances.

NOW THEREFORE BE IT RESOLVED BY THE WASATCH FRONT REGIONAL COUNCIL AS FOLLOWS:

**Section I. Definitions.**

For the purpose of this resolution the following definitions shall apply.

“Anchor location” means the physical location from which an electronic meeting originates, or the participants are connected.

“Chair” means the duly selected Chair of the Council or, in the absence of incapacity of the Chair, the Vice-Chair of the Council.

“Council” shall mean the Council as the governing body of WFRC, as well as other Committees of WFRC, as appropriate.

“Electronic meeting” shall mean a public meeting convened or conducted by means of a conference using electronic communications.

“Executive Director” shall mean the WFRC Executive Director or, in the absence or incapacity of the Executive Director, the WFRC Deputy Director.

“WFRC Staff” shall mean those employees of WFRC assigned by the Executive Director of WFRC to carry out the functions of noticing, organizing, and setting up meetings for the Council.

“Monitor” means to hear or observe, live, by audio or video equipment, all of the public statements of each member of the Council who is participating in a meeting.

“Participate” means the ability to communicate with all of the members of the Council, either verbally or electronically, so that each member of the Council can hear or observe the communication.

## **Section II. Electronic Meeting Requirements.**

No meeting of the WFRC Council may be convened and held as an electronic meeting except on the following conditions.

1. A request for an electronic meeting has been made by a member of the Council to the WFRC Executive Director, or by a member of a committee to the WFRC Executive Director, at least 24 hours prior to the date of the meeting to allow for arrangements to be made for the electronic meeting; and
2. The Council Chair, or the chair of the relevant committee, has approved conducting the meeting electronically; and
3. Notice of the electronic meeting has been given as provided herein.

## **Section III. Notice of Electronic Meetings.**

The WFRC Executive Director, upon receiving a request from a member of the Council for a meeting to be convened as an electronic meeting, and with the approval of the Chair, shall ensure that WFRC staff give public notice of the meeting as required by Utah Code section 52-4-202 of the Utah Open and Public Meetings Act; and post written notice at the anchor location for the meeting. The WFRC staff shall in addition to giving the public notice required by Utah Code section 52-4-202, provide notice of the electronic meeting to the members of the Council at least 24 hours before the meeting so that they may participate in and be counted as present for all purposes, including the determination that a quorum is present. The notice to the members of the Council shall give a description of how the members will be connected to the electronic meeting.

## **Section IV. Place of meeting.**

The WFRC Staff shall establish one or more anchor locations for the public meeting, at least one of which shall be where the Council would normally meet if they were not holding an electronic meeting.

## **Section V. Meeting Facilities.**

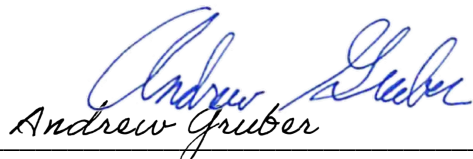
The WFRC staff shall see that space and facilities are provided at the anchor location so that interested persons and the public may attend and monitor the open portions of the meeting; and if the meeting includes a public hearing, provide space and facilities at the anchor location so that interested persons and the public may attend, monitor, and participate in the open portions of the meeting.

**This Resolution shall take effect immediately upon passing.**

Dated and passed on the 26th of March 2020.



**Commissioner Bob Stevenson**  
Chair  
Wasatch Front Regional Council



**Andrew S. Gruber**  
Executive Director  
Wasatch Front Regional Council