

**Policy for Participation by Members of the Low Barrier Homeless Shelter
Task Force in Task Force Meetings by Simultaneous Electronic
Communication**

This shall constitute the Policy for Participation by Members of the Low Barrier Homeless Shelter Task Force (“Task Force”) in Task Force Meetings by Simultaneous Electronic Communication (“this Policy”), adopted pursuant to Indiana Code 5-14-1.5-3.6,. Nothing in this Policy shall affect the public’s right under Indiana Code 5-14-1.5 to attend a meeting of the Task Force at the place where the meeting is conducted and at which the minimum number of Task Force Members are physically present as provided herein. Nothing in this policy shall affect the Task Force’s right to exclude the public from an executive session, permitted pursuant to Indiana Code 5-14-1.5, in which a Member participates by electronic communication in accordance with this Policy. The Task Force Secretary shall post a copy of this Policy on the Indiana Housing and Community Development Authority’s website.

(A) At any meeting of the Task Force at which at least five (5) of the Members of the Task Force are physically present, a Member who is not physically present at such meeting of the Task Force may participate in such meeting by means of electronic communication only if:

(1) the Member uses a means of communication that permits: (a) the Member, (b) all other Members of the Task Force participating in such meeting; and (c) all members of the public physically present at the place where the meeting is conducted; to simultaneously communicate with each other during the meeting; and

(2) all votes of the Task Force during the electronic meeting are taken by roll call vote.

(B) Each Member of the Task Force is required to physically attend at least one (1) meeting of the Task Force annually.

(C) Subject to the requirements of paragraph (A) above, a Member who participates in a meeting by electronic communication in accordance with this Policy: (1) is considered to be present at the meeting; (2) shall be counted for purposes of establishing a quorum; and (3) may vote at the meeting.

(D) The minutes of such meeting, prepared pursuant to Indiana Code 5-14-1.5-4, shall state the name of each Member who: (1) was physically present at the place where the meeting was conducted; and (2) participated in such meeting by means of electronic communication permitted under this Policy.

(E) Any Member who desires to participate in a meeting of the Task Force by means of electronic communication in accordance with this Policy shall notify the Task Force Secretary at least two (2) days in advance of such meeting, in order for notification to be made to the Task Force Chair and to allow for arrangements to be made for the Member’s participation in such meeting by electronic communication.

(F) Notwithstanding anything herein to the contrary, no member of the public shall have any right to attend or be present at the place or location at which a Member is physically present and participates in a meeting of the Task Force by means of electronic communication in accordance with this Policy.