

## PEACE OFFICER MERIT COMMISSION POLICY AND PROCEDURE

### ELECTRONIC MEETINGS

#### PURPOSE

The purpose of this policy is to establish the means and procedures by which the Merit Commission may conduct electronic meetings in accordance with the provisions of the Open and Public Meetings Act (hereinafter "the Act"), and particularly § 52-4-207 (UCA, 2011).

#### PROCEDURES

##### 1.0 APPLICATION OF THE ACT – DEFINITIONS

- 1.1 The Merit Commission hereby adopts those definitions of specific terms that appear in the Act at §§ 52-4-103 and 52-4-207 for application in this policy.

##### 2.0 ELECTRONIC MEETINGS

- 2.1 The Merit Commission determines that it may, from time to time as needed, convene and conduct Merit Commission meetings in which one or more Merit Commission members or other persons attend and participate in the meeting through electronic means.
- 2.2 Merit Commission electronic meetings may include meetings conducted by means of telephone, telecommunications, electronic mail, or by other computerized, electronic, or teleconferencing means and media.

##### 3.0 NOTICE

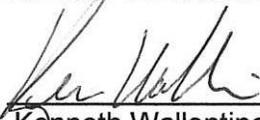
- 3.1 Prior to conducting an electronic meeting, the Merit Commission shall, through its staff, provide advance written and electronic notice of the meeting, including agenda items, at least 24 hours in advance.
- 3.2 Notice shall be provided to all Merit Commission members, as well as to members of the public in accordance with the provisions of the Act.
- 3.3 Each notice shall describe the means of communication and the procedures by which members of the public will be able to monitor and, when appropriate, participate in the electronic meetings.
- 3.4 The notice shall designate which anchor location will be available for public monitoring and participation.
  - 3.4.1 Merit Commission electronic meeting anchor locations may include the following: Sheriff's Office Building, 3365 South 900 West, Salt Lake City, Utah, and the Salt Lake County Government Center, 2001 South State Street, Salt Lake City, Utah.
  - 3.4.2 The Commission may establish other anchor locations for electronic meetings by majority vote.

4.0 PUBLIC ATTENDENCE

4.1 Merit Commission staff shall provide sufficient and necessary space, equipment, and other means, as required by the Act, to allow members of the public and the news media to attend, monitor, and, where appropriate, participate in the public portion of any electronic meeting conducted by the Merit Commission.

APPROVED AND PASSED THIS 26 DAY OF May, 2015.

SALT LAKE COUNTY  
PEACE OFFICER MERIT COMMISSION

By:   
Kenneth Wallentine, Chair