

VIDEOCONFERENCING POLICY COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY

The County of Monroe Industrial Development Agency (IDA) was established for the purposes of advancing the job opportunities, health, and promoting the general prosperity and economic welfare of the residents of Monroe County. As a public authority, the IDA is required to conduct its business in an open and public manner.

This policy (the "Policy") shall govern any public meetings of the IDA, including all committee meetings, held using video conferencing.

In the case of a disaster state of emergency declared by the State or a local state of emergency proclaimed by Monroe County, which impairs the ability of the IDA to hold an in-person meeting, a meeting of the Board of Directors (the "Board") may be held solely via videoconferencing.

Use Of Videoconferencing Under Extraordinary Circumstances

In all other cases, at the discretion of the Chairperson of the Board, individuals may attend a meeting via videoconferencing due to "extraordinary circumstances" (as defined herein) provided, however, that such Board member's remote attendance shall comply with all relevant laws related to remote attendance and that all meetings shall have the minimum number of Board members physically present at a location where the public can attend in order to fulfill the Board's quorum requirement.

"Extraordinary circumstances" include disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes physical attendance at the meeting.

Public Notice and Access to Meetings

If videoconferencing is used to conduct a meeting, other than for State or local emergency, the public notice for the meeting shall inform the public (i) that videoconferencing will be used, (ii) how to access and/or participate in the meeting, (iii) where required documents and records will be posted or available and (iv) of the physical location(s) for the meeting where the public can attend.

Except for properly convened executive sessions, all Board members must be able to be heard, seen and identified while the meeting is being conducted, including all motions, proposals, resolutions or any other matter formally discussed or voted upon.

For all meetings conducted in accordance with this Policy, the IDA will provide members of the public the opportunity to view the meeting via video, and participate in public comment via videoconference in real time where public comment or participation is authorized, to the same extent as in-person comment or participation.

Each meeting for which videoconferencing is utilized will be recorded. The recording will be posted to the IDA's website within five (5) business days following the meeting and will remain

available for five (5) years thereafter. Minutes of meetings will include which members participated remotely. Transcription will be provided upon request.

Approved and adopted: January 17, 2022.

Approved and adopted: March 28, 2023.

Approved and adopted: March 26, 2024.

Approved and adopted: March 25, 2025.

Motion By:
Seconded By:

J. Popli
A. King

RESOLUTION
(Videoconferencing Policy)

A regular meeting of the County of Monroe Industrial Development Agency (the "Agency"), was held at the Agency's Offices at 50 West Main Street, Rochester, New York 14614, on January 17, 2023, at 12:00 p.m.

After the meeting had been duly called to order, the Chair announced that among the purposes of the meeting was to consider and take action on certain matters pertaining to a certain matter more particularly described below.

RESOLUTION OF THE COUNTY OF MONROE INDUSTRIAL DEVELOPMENT AGENCY TAKING OFFICIAL ACTION (i) AUTHORIZING THE USE OF VIDEOCONFERENCING PURSUANT TO GENERAL MUNICIPAL LAW SECTION 103-A; AND (ii) ADOPTING WRITTEN PROCEDURES FOR THE USE OF VIDEOCONFERENCING.

WHEREAS, by Title I of Article 18-A of the General Municipal Law of the State of New York, as amended and Chapter 55 of the Laws of 1972 of the State of New York (collectively, the "Act"), the Agency was created with the authority and power among other things, to promote, develop, encourage and assist industrial development projects and to advance the job opportunities, health, general prosperity and economic welfare of the people of the State of New York (the "State"); and

WHEREAS, by Article 7 of the Public Officers Law of the State (the "Open Meetings Law" or "OML"), the Legislature found that it is essential to the maintenance of a democratic society that the public business be performed in an open and public manner and that the citizens of this State be fully aware of and able to observe the performance of public officials and attend and listen to the deliberations and decisions that go into the making of public policy; and

WHEREAS, the Agency is a public body under the Open Meetings Law; and

WHEREAS, by Chapter 56 of the Laws of 2022, the Open Meetings Law was amended to add Section 103-a (the "Videoconferencing Law") regarding the use of videoconferencing by public bodies; and

WHEREAS, OML Section 103-a permits the Agency to continue utilizing videoconferencing for the purpose of allowing participation at the meeting by a member or members of the Agency who cannot be physically present due to "extraordinary circumstances", including disability, illness, caregiving responsibilities, or any other significant or unexpected factor or event which precludes the member's physical attendance at such meeting; and

WHEREAS, pursuant to the Videoconferencing Law, on Thursday, December 15, 2022, at 10:30 a.m., local time, at 50 West Main Street, Rochester, New York 14614, the Agency held a public hearing with respect to the use of videoconferencing and with respect to the proposed

written policy being contemplated for adoption by the Agency, whereat interested parties were provided a reasonable opportunity, both orally and in writing, to present their views; and

WHEREAS, the Agency desires to utilize videoconferencing to conduct meetings when extraordinary circumstances so necessitate, as set forth in the Videoconferencing Policy attached hereto as Exhibit A and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the County of Monroe Industrial Development Agency as follows:

Section 1. The Agency hereby authorizes the use of videoconferencing under extraordinary circumstances for members to participate in the meetings of this public body in accordance with the laws of the State.

Section 2. The Agency hereby adopts, as a formal policy of the Agency, the Videoconferencing Policy. The Videoconferencing Policy hereby supersedes any and all policies heretofore adopted by the Agency with respect to the subject matter thereof.

Section 3. This Resolution shall not preclude the Agency from adopting other or further policies relating to the conduct of Agency business as determined from time to time by the members of the Agency or in accordance with the laws of the State.

Section 4. All acts heretofore undertaken and performed on behalf of the Agency related to the Videoconferencing Policy are hereby ratified, approved and confirmed.

Section 5. This resolution shall take effect immediately.

[Remainder of Page Intentionally Left Blank]

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

	<i>Yea</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
Jay Popli	X			
Troy Milne	X			
Lisa Bolzner	X			
Joseph Alloco			X	
Rhett King	X			
Norman Jones	X			
Ann L. Burr	X			

The Resolutions were thereupon duly adopted.

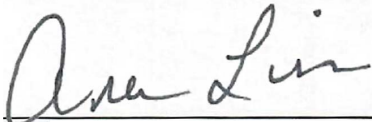
STATE OF NEW YORK)
COUNTY OF MONROE) ss.:

I, the undersigned Executive Director of the County of Monroe Industrial Development Agency, DO HEREBY CERTIFY:

That I have compared the annexed extract of the minutes of the meeting of the County of Monroe Industrial Development Agency (the "Agency"), including the resolutions contained therein, held on January 17, 2023, with the original thereof on file in my office, and that the same is a true and correct copy of the proceedings of the Agency and of such resolutions set forth therein and of the whole of said original insofar as the same related to the subject matters therein referred to.

I FURTHER CERTIFY that public notice of the time and place of said meeting was duly given to the public and the news media in accordance with Sections 103 and 104 of the New York Public Officers Law (Open Meetings Law) that all members of the Agency had due notice of the meeting and that the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand on this 17th day of January, 2023.



Ana J. Liss, Executive Director