

Healthy Hoosiers Foundation, Inc.  
Electronic Communication Meeting Policy

The Healthy Hoosiers Foundation, Inc. ("Foundation") is a nonprofit subsidiary corporation established pursuant to Indiana Code ("IC") 16-19-3-30 to support the Indiana Department of Health and key programs benefiting the health and wellbeing of the citizens of Indiana. The Foundation is led by a board of nine (9) Directors. Meetings are scheduled per the Foundation's Bylaws (approved on February 25, 2021), with notice of meetings to be posted at least forty-eight (48) hours prior to meetings on regular business days. Meetings are open to the public, except when the committee is authorized to meet in executive session, *see* IC 16-50-1-4.

The Foundation is subject to the Indiana Open Door Law, *see* IC 5-14-1.5, whose purpose is to ensure that the public may attend meetings of public boards.

While directors are encouraged to attend Foundation meetings in person, IC 5-14-1.5-3.6 authorizes some directors to participate in meetings electronically; however, *at minimum* one third (1/3) of the members must be physically present at the place where the meeting is conducted, *see* IC 5-14-1.5-3.6(c)(1)(B).

Policy for Participation in Meetings by Electronic Communication by Foundation  
Members

- A. Each Director of the Foundation *must* physically attend at least one (1) meeting annually, and Directors *are encouraged to attend all meetings in person.*
- B. Each Director participating in a meeting by electronic communication is considered present at the meeting, shall be counted for purposes of establishing a quorum, and may vote at the meeting.
- C. A majority of the Foundation's Directors has voted to adopt the following policy:
  - a. Attendance at an upcoming Foundation meeting must be confirmed at least seven (7) days in advance. A member must request authorization to participate in a meeting of the Foundation by electronic communication at least seven (7) days in advance. Emergency requests to participate electronically will be considered *within* seven (7) days of the meeting for good cause shown. Attendance confirmation and requests for electronic participation will be submitted to the State Health Commissioner's administrative assistant. Requests for electronic participation may be

rejected if enough members, e.g., at least three (3), have not confirmed in person attendance.

b. Directors participating by electronic communication must use a means of communication that permits:

- i. The Director,
- ii. All other Directors participating in the meeting, and
- iii. All members of the public physically present at the place where the meeting is conducted,

to simultaneously communicate with each other during the meeting.

c. Votes of the Foundation shall be taken by roll call when Director(s) are participating by electronic communication.



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Dan Evans, Board President  
Healthy Hoosiers Foundation, Inc.



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Date

References: IC 16-19-3-30  
IC 5-14-1.5-3.6