



**NORTHWESTERN INDIANA
REGIONAL PLANNING COMMISSION**

Together We Make The Difference

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RESOLUTION 14-01

A RESOLUTION OF THE NORTHWESTERN INDIANA REGIONAL PLANNING COMMISSION TO ESTABLISH POLICIES FOR COMMISSION MEETINGS

WHEREAS, the Northwestern Indiana Regional Planning Commission (Commission) has determined a need to establish policies for Commission meetings and the creation of a Sergeant at Arms policy; and

WHEREAS, such policies are necessary to ensure that Commission business may be conducted in a peaceful, orderly, and efficient manner, and so as to assure the safety of those attending Commission meetings; and

WHEREAS, the City of Portage has agreed to provide the Sergeant at Arms for those meetings held in Portage at no cost to the Commission,

NOW, THEREFORE, BE IT RESOLVED, a Sergeant at Arms shall be present at all full commission and executive board meetings. At the direction of the Chair or the individual convening and conducting the meeting, the Sergeant at Arms shall ensure that meeting-participants and members of the public conduct themselves so as not to disrupt, interfere, or prevent the Commission from conducting the business of the meeting. The Sergeant at Arms may also be asked to assist with the enforcement of the Commission public meeting comment policy.

BE IT FURTHER RESOLVED that the establishment of a public meeting comment process shall require that comments must be relevant to topics on the Commission meeting agenda. Individuals wishing to comment must register prior to the start of the Commission meeting. The registration form will include the participant's name, city or town, and relevant topic from the agenda. Participants will be limited to two to three minutes each. No shouting, name calling, or vulgarity will be permitted, and respect must be shown by all parties.

BE IT FURTHER RESOLVED that the Finance and Personnel Committee of the Commission be designated to oversee the administration of the policies for Commission meetings. The NIRPC Chair shall have the discretion to modify these policies as desired.

Duly adopted by the Northwestern Indiana Regional Planning Commission this 16th day of January 2014.

Chair

ATTEST:

Secretary