



Eric J. Holcomb, Governor
Bryan W. Poynter, Chair

NATURAL RESOURCES COMMISSION
POLICY FOR ELECTRONIC PARTICIPATION IN MEETINGS

I. Purpose

Indiana Code § 5-14-1.5-3.6 allows members of the governing body of a state agency, such as the Natural Resources Commission (“Commission”), who are not physically present at a meeting, to participate in meetings of the governing body using electronic communication if all the requirements of IC § 5-14-1.5-3.6 are met, including the requirement that the governing body adopt a policy to govern participation in the governing body’s meetings by electronic communication.

This Natural Resources Commission Policy for Electronic Participation in Meetings (the “Policy”) is intended to comply with the statutory requirements of IC § 5-14-1.5-3.6 and provides for conducting meetings where electronic communication is used by members of the Commission not physically in attendance.

II. Applicability

This Policy applies to meetings of the Commission at which any member of the Commission participates electronically.

III. Policy

- A. **Minimum Physical Participation by Members.** As required by IC § 5-14-1.5-3.6(c), the minimum number of members who must be physically present at the place where the meeting is conducted must be the greater of:
 - 1. two (2) of the members; or
 - 2. one-third 1/3 of the members
- B. **Quorum.** As permitted by IC § 5-14-1.5-3.6 (e), a member of the Commission who participates by a permitted electronic means of communication shall be considered as present for the meeting and shall be counted for the purposes of establishing a quorum.
- C. **Permitted Means of Electronic Participation.** As required by IC § 5-14-1.5-3.6(b), a member of the Commission not physically present at a meeting may participate in the meeting by any electronic means of

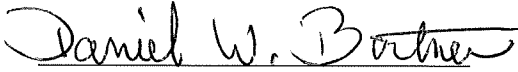
communication so long as that electronic means of communication permits:

1. the member;
2. all other members participating in the meeting; and
3. all members of the public physically present at the place where the meeting is conducted;

to simultaneously communicate with each other during the meeting.

- D. **Voting.** As required by IC § 5-14-1.5-3.6(c), all votes of the Commission taken during a meeting at which any member participates by electronic means must be taken by roll call vote. As allowed by § IC 5-14-1.5-3.6(e), a member who participates in the meeting by permitted electronic means of participation may vote.
- E. **Annual Physical Participation.** Each Commission member must physically attend at least two (2) Commission meetings in person per year.
- F. **Notification.** A Commission member must request authorization to participate in a meeting by electronic communication at least five (5) business days before the meeting to allow for arrangements to be made for the member's participation by electronic means.
- G. **Publication of Policy.** As required by IC § 5-14-1.5-3.6(h), this policy will be posted on the Internet web site of the Commission.

This policy was adoption by the Natural Resources Commission on November 15, 2022.


Secretary, Natural Resources Commission