

1 By: Bryce J. Ward, Mayor  
2 Introduced: 07/25/2019  
3 Advanced: 07/25/2019  
4 Amended: 08/08/2019  
5 Adopted: 08/08/2019

6  
7 FAIRBANKS NORTH STAR BOROUGH

8  
9 ORDINANCE NO. 2019-34

10  
11 AN ORDINANCE ADDING FNSBC 4.04.155, TELECONFERENCING, TO ALLOW AND  
12 ESTABLISH RULES FOR BOARD AND COMMISSION MEMBERS TO PARTICIPATE IN  
13 CERTAIN MEETINGS VIA TELECONFERENCING

14  
15 WHEREAS, Full board and commission member participation in meetings is  
16 in the best interest of the boards and commissions, allowing for broad input and  
17 maximizing citizen representation by board and commission members; and

18  
19 WHEREAS, Allowing board and commission members to participate in  
20 meetings via telephone or other electronic means when they would otherwise be absent  
21 supports the goal of maximum representation and participation; and

22  
23 WHEREAS, As technology evolves it is necessary to update the Code to  
24 reflect new capabilities; and

25  
26 WHEREAS, Other communities and the assembly allow  
27 telephonic/electronic participation.

28  
29 NOW, THEREFORE, BE IT ORDAINED by the Assembly of the Fairbanks  
30 North Star Borough:

31  
32 Section 1. Classification. This ordinance is of a general and permanent  
33 nature and shall be codified.

34  
35 Section 2. FNSBC 4.04.155, Teleconferencing, is hereby added as  
36 follows:

37 4.04.155 Teleconferencing

38 A. A member of a board or commission may participate in and vote at a regular or  
39 special meeting or work session by teleconference (e.g. telephone, videoconferencing,  
40 or similar technology) under the following circumstances:

AMENDMENTS ARE SHOWN IN LEGISLATIVE FORMAT

Text to be *added* is underlined

Text to be *deleted* is [BRACKETED, CAPITALIZED]

- 41           1. The meeting or work session is held with a quorum of members physically  
42 present. Notwithstanding other provisions herein, all members may participate by  
43 conferencing in a special meeting called to consider emergency action.
- 44           2. Reasonable technical capabilities are available at the meeting location to  
45 allow participation by teleconference, to include being able to hear and engage in  
46 discussion and being audible to all persons participating in the meeting.
- 47           3. Prior to the meeting, reasonable efforts are made to ensure the member  
48 participating by teleconference is provided with the meeting agenda and other pertinent  
49 documents to be discussed and/or acted upon. Access to the agenda and documents  
50 from the borough's website or borough email is considered sufficient access.
- 51           4. A board or commission member is participating by teleconference due to:  
52           a. An illness or injury of the board or commission member or family  
53 member.  
54           b. The death of a family member.  
55           c. An employment-related commitment.  
56           d. A commitment for borough business.  
57           e. Other similar circumstances as determined by the chair.
- 58 B. Board or commission members shall provide the board or commission clerk with  
59 at least 24 hours' notice of their intent to participate by teleconference and provide  
60 contact information for purposes of setting up the teleconference.
- 61 C. No more than the first three members to contact the board or commission clerk  
62 requesting participation by teleconference at a particular meeting may participate  
63 remotely. Notwithstanding other provisions herein, all members may participate by  
64 teleconference in a special meeting called to consider an emergency action.
- 65 D. Board or commission members are responsible for any charges incurred due to  
66 their participation by teleconference in a meeting unless they are absent from the  
67 community on borough business.
- 68 E. Board or commission members participating via teleconference shall make every  
69 effort to participate in the entire meeting. From time to time during the meeting, the  
70 chair or clerk shall confirm the connection, and will disconnect the remote member if  
71 that member, the board or commission, and the public are not clearly audible to one  
72 another. All votes taken at the meeting are by roll call.
- 73 F. Board or commission members may participate by teleconference in regular  
74 meetings two times per calendar year unless the board or commission member is  
75 participating by teleconference due to an illness or injury of the board or commission  
76 member or family member. Newly appointed board or commission members may only  
77 attend by teleconference after attending at least three regular meetings in person.
- 78 G. A board or commission member may not preside over or chair a meeting in  
79 which they are participating by teleconference.
- 80 H. Participation by teleconference is not allowed at any meeting for which a quasi-  
81 judicial matter is scheduled to be heard by a board or commission.

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82 Section 3. Effective Date. This ordinance shall be effective at 5:00  
83 p.m. on November 8, 2019.

84  
85 PASSED AND APPROVED THIS 8<sup>TH</sup> DAY OF AUGUST, 2019.  
86  
87  
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90  
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92 \_\_\_\_\_  
93 Matt Cooper  
94 Presiding Officer

95 ATTEST:

96   
97 \_\_\_\_\_  
98 April Trickey, CMC  
99 Borough Clerk

100  
101 Yeses: Williams, Wildridge, O'Neill, Sanford, Lojewski, Lyke, Quist  
102 Noes: None  
103 Other: Tacke (Excused), Cooper (Excused)

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