

<b>UNIFIED FIRE AUTHORITY BOARD POLICY MANUAL</b>	
<b>Chapter 1</b> <i>Governance and Board Policies</i>	<b>Section 9</b> <i>Electronic Meetings</i>

**Relevant Information:** The Utah Open and Public Meetings Act (the “Act”), and particularly Utah Code §52-4-207, allows for the conducting of public meetings via electronic communications under certain conditions and if the governing body has adopted procedures for such electronic meeting. The Board adopts those definitions of specific terms from Utah Code §52-4-103 and determines that it may, from time to time as needed, convene and conduct Board meetings in which one or more Board members attend and participate in the meeting through electronic means. Electronic meetings may include meetings conducted by means of telephone, telecommunications, electronic mail, or by other computerized, electronic, or teleconferencing means and media. Prior to conducting an electronic meeting, the Board will, through its staff, in advance, provide notice to all Board members, as well as to members of the public and the news media in accordance with the provisions of the Act. Each notice shall describe the means of communication and the procedures by which members of the public will be able to monitor and, when appropriate, participate in the electronic meetings. The notice shall designate which anchor location will be available for public monitoring and participation. The Board electronic meeting primary anchor location will be Salt Lake County Emergency Operation Center, 3380 South 900 West, South Salt Lake, Utah 84119, with the secondary Board electronic meeting anchor location being the Unified Fire Authority Station 126, 607 East 7200 South, Midvale, Utah. The Board may establish other anchor locations for electronic meetings when specifically noticed and approved by majority vote as an agenda item for those meetings. Board staff will provide sufficient and necessary space, equipment, and other means, as required by the Act, to allow members of the public and the news media to attend, monitor, and, where appropriate, participate in the public portion of any electronic meeting conducted by the Board.

**Policy Statement:** It is the policy of the Board that it may, from time to time and in compliance with the Act and procedures provided for in this Policy, conduct meetings in which one or more Board members attend and participate through electronic means.