

Resolution of the Report and Advisory Board Review Commission:

WHEREAS, the Report and Advisory Board Review Commission is charged under section 1113 of the New York City Charter with the power to review reporting and advisory body requirements in the Charter, the Administrative Code, or elsewhere in local law; and

WHEREAS, the Commission desires to implement procedures for the use of videoconferencing technology at its meetings to enable commissioners' remote participation; and

Now, therefore, be it RESOLVED that the Commission adopts the following procedures for the use of videoconferencing:

1. A notice of each Commission meeting will be posted on the Commission's website and will include:
 - a. The in-person location of the meeting;
 - b. Instructions for how members of the public may attend the meeting by videoconference;
 - c. Instructions on how members of the public may access any documents to be considered at such meeting.
2. At least a quorum, defined as a majority of the whole number of commissioners as provided by law, will be physically present at the Commission's hearing room or another location where the public can attend in person.
3. The public will be able to hear, see, and identify all Commissioners during the meeting.
4. The public will be able to view meetings in real time over videoconference and will have the same opportunity to participate as any members of the public who attend in person.
5. If a quorum of commissioners is present in person, another individual commissioner may participate in the meeting by videoconference from a location that is not open to the public only if such commissioner is unable to join the meeting in person due to:
 - a. Extraordinary circumstances, such as illness or caregiving responsibilities;
 - b. Significant events, such as a previously scheduled business obligation, significant personal obligations, or a vacation;
 - c. Unexpected events, such as transportation or technology problems or unexpected business or personal obligations; or
 - d. A disability which prevents such commissioner from attending the meeting in person.
6. The minutes will reflect which commissioners, if any, participated by videoconference.

7. The meeting will be recorded and a link to the recording will be posted on the Commission's website within five business days of the meeting and remain available on the website for five years thereafter.

The forgoing resolution was adopted by the Report and Advisory Board Review Commission by a vote of 7, with 0 not voting.

DATED: 6-15-2023



Daniel Steinberg
Chair
Director, Mayor's Office of Operations



Malcom Butehorn
Representative
On behalf of the Speaker of the City Council



Rose Martinez
Representative
On behalf of the Speaker of the City Council

/s/ Jack Storey

Jack Storey
Representative
On behalf of the Speaker of the City Council

/s/ Julia Lichtenstein

Julia Lichtenstein
Representative
On behalf of the Corporation Counsel



Ryan Birchmeier
Representative
On behalf of the Commissioner of Information
Technology and Telecommunications



Deborah Cohen
Representative
On behalf of the Director of Management and
Budget