

ETHICS POLICY & MEETING RULES REVIEW COMMITTEE
Via Zoom: 312-626-6799
Meeting ID: 861 6030 2335
Battle Creek, MI 49014
November 23, 2021
5:00 PM

Committee Members Present: Commissioners Lance, Sofia and Szenda Wilson, all commissioners attending remotely from the City of Battle Creek, MI.

Committee Members Absent: Commissioner Reynolds

Staff Present: Jill Steele, City Attorney; Victoria Houser, City Clerk

Call to Order: Comm. Sofia called the meeting to order at 5:03 p.m.

Approval of Minutes:

A motion was made by Comm. Lance, supported by Comm. Szenda Wilson, to approve the November 17, 2021 meeting minutes. All yes, none opposed. Motion carried.

Review of Draft Ordinance Amendments to reflect the times recommended at the November 17, 2021 meeting:

A. **Public Comment Time Limit: Items on the Consent Agenda and Resolutions Not on the Consent Agenda (§212.02 Section XVII(1)(d))**

Jill Steele, City Attorney, noted the provision to allow the mayor to lengthen or shorten the public comment time period, stating a change to the public comment period time should be done after consideration of the number of items on the agenda and the expected number of persons wishing to participate in public comment. Attorney Steele also noted public comments are to be made to the mayor, or the presiding officer, not other commissioners or staff members. Attorney Steele also noted that a person who has been called out of order may also be required to remove themselves from the meeting.

B. **Engagement with others during meetings, via texts, emails, and/or social media the public during meetings, via texts and/or social media (§212.05(b)(4))**

Attorney Steele noted the proposed changes, also noting additions allowing a commissioner to send an electronic message to staff or the city attorney.

C. **Commission Workshops or Work Sessions being held Virtually (§212.02(II)(B))**

Attorney Steele discussed the changes she was proposing to the City Ordinance, stating workshops and work session must be noticed and provide public comment as required by the Open Meetings Act.

Public Comment: There were no public comments.

Commission Comment: Committee members expressed appreciation to Attorney Steele for making the changes and ensuring all commissioners complied with the Open Meetings Act. Committee members also agreed the proposed amendments could go to the Commission as an ordinance introduction on December 7, 2021.

Adjournment: Commissioner Sofia adjourned the meeting at 5:11 pm.