

**Town of Lyons, Colorado
Board of Trustees
BOT Agenda Cover Sheet
Agenda Item No: X. 4.
Meeting Date: 11-04-2024**

TO: Mayor Rogin and Members of the Board of Trustees

FROM: Dolores M. Vasquez, CMC – Town Clerk

DATE: October 31, 2024

ITEM: Discussion / Direction to Staff on Amending the Legislative Policy Concerning Remote Participation

ORDINANCE
 MOTION / RESOLUTION
 INFORMATION

- I. **REQUEST OR ISSUE:** To consider amending the current Legislative Policy concerning Remote Participation
- II. **RECOMMENDED ACTION / NEXT STEP:** Discuss the Board and staff recommended amendments to the Legislative Policy and direct staff to draft a resolution to be placed on a future consent agenda.
- III. **FISCAL IMPACTS:** - May require funding for staff training; the amount is unknown at this time.
- IV. **BACKGROUND INFORMATION:** The Town Board of Trustee's Zoom meeting has been "Zoom-bombed" twice. The last hack resulted in the removal of all town-recorded meetings to be removed from YouTube. These recommended amendments to the remote participation policy will hopefully mitigate these incidents.

About This Amendment: Mayor Rogin has proposed the following policy amendments and is open to discussion/suggestions:

1. Any meeting streamed to a public service such as YouTube must be conducted as a Zoom Webinar. Those who need to participate actively should be invited as/promoted to Panelists.
2. Zoom Webinar invitations/links should be sent to participants via email in advance. Zoom links should not appear in agendas or on public-facing documents. All public links should only be on our YouTube channel.
3. Board and Commission meetings not streamed to a public service can be conducted as regular Zoom meetings; however, those links should be sent to participants via email and not made publicly available.

This will take additional staff training, but will benefit the entire Board / Staff

V. **LEGAL ISSUES:** The town attorney shall provide legal advice regarding the proposed changes.

VII. **CONFLICTS OR ENVIRONMENTAL ISSUES:** - None

VIII. **SUMMARY AND ALTERNATIVES:** Have staff update the Legislative Policy with all board recommendations and bring back a Resolution ratifying the amendments.