

R13. Administrative Services, Administration.

R13-11. Use of Electronic Meetings for the Utah Transparency Advisory Board.

R13-11-1. Purpose and Authority.

(1) Purpose. Utah Code Section 52-4-207 requires any public body that convenes or conducts an electronic meeting to establish written procedures for such meetings. This rule establishes procedures for conducting Utah Transparency Advisory Board meetings by electronic means.

(2) Authority. This rule is enacted under the authority of Sections 52-4-207, and 63A-1-204.

R13-11-2. Definitions.

Terms used in this rule are defined in Sections 63G-1-201 and 52-4-103.

R13-11-3. Electronic Meetings.

(1) Electronic meetings of the Utah Transparency Advisory Board are governed by Subsection 52-4-207(3).

(2) As permitted by Subsection 52-4-207(2):

(a) A board member may request that a board meeting be conducted as an electronic meeting. The board member must make the request three days prior to the meeting.

(b) The board chair, in response to a request and in consultation with the department, may designate a meeting as an electronic meeting.

(c) When an electronic meeting is held, a quorum of the board must be present at a single anchor location.

(d) The chair may restrict the number of electronic connections for an electronic meeting.

(e) If one or more members of the board may participate in any meeting electronically or telephonically, public notices of the meeting shall so indicate.

(f) The chair shall provide notice of the possibility of an electronic meeting to the board members at least 24 hours before the meeting. In addition, the notice shall describe how a board member may participate in the meeting electronically or telephonically.

KEY: electronic meetings, Utah Transparency Advisory Board

December 23, 2019

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63A-1-204