

# OPEN, TRANSPARENT GOVERNMENT

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Proposed Reforms to the Board's Rules of  
Procedure

# Improving Citizen Access to BOCS Meetings

- Current Policy: Regular BOCS business meetings are held at 2:00 pm on the first, second, and third Tuesday of each month, and then reconvened at 7:30 pm when needed.
- Policy Change: All BOCS business meetings convene at 7:30 pm on scheduled Board meeting days; provided
  - All votes are taken during the evening meetings
  - 2:00 pm Board meetings are convened for staff reports, fact-finding, and general oversight activities.

# Improving Citizen Access to BOCS Meetings

- Current Policy: Citizens' Time limited to 30 minutes.
- Policy Change: Increase Citizens' Time limit to 45 minutes.

# Improving Transparency of BOCS Meetings

- Current Policy: Agenda procedures
  - *Agenda - The Chairman, with the County Executive, shall prepare an agenda for each meeting. Any member having matters to be considered by the Board shall submit them to the County Executive for inclusion on an appropriate agenda, in consultation with the Chairman*
- Policy Addition: Require publication of the Agenda to conform with Virginia Code § 2.2-3707:
  - *All agenda packets and, unless exempt, all materials furnished to Supervisors for a meeting shall be made available for public inspection at the same time such documents are furnished to the members of the BOCS.*
- Policy Addition: Require that no vote can be taken on any resolution, budget proposal, or ordinance where supporting documentation was not available to the BOCS or the public at the time of publication of the Agenda -- until the next meeting.

# Improving Citizen Access to BOCS Meetings

- Current Policy: None
- Policy Addition: Add a comment section on PWC website for citizens to submit comments on any Agenda item for an upcoming meeting that opens at the time of publication of the Agenda and closes two hours prior to the start of the meeting.
  - All such comments shall be copied and presented to each Board Member no later than the start of the meeting.
- Policy Addition: Add a procedure to allow for citizens to sign up for a subscription to the BOCS Agenda to automatically receive the Agenda for each meeting as they are published.

# Improving Transparency of BOCS Meetings

- Current Policy: A Supervisor can announce intent to submit a resolution and it is added to the agenda at next BOCS meeting during Supervisors' Time.
- Policy Addition: The Supervisor proposing the resolution is required to submit a written copy of the proposed resolution, along with supporting materials, prior to the publication of the Agenda for the BOCS meeting where the proposed action is to be taken.

# Improving Transparency of BOCS Meetings

- Current Policy: Resolutions can be adopted if presented in writing and copies are delivered to all members of the Board, the County Executive, and the County Attorney before the resolution is proposed for adoption.
- Policy Change: Resolutions, and supporting materials, must be submitted to the Clerk prior to the publication of the Agenda for the BOCS meeting where the proposed action is to be taken.
  - All resolutions and supporting materials are shown on the overhead projector as they are discussed to allow for the public to view the material.

# Higher Standard to Waive the Rules

- Current Policy: To waive the Rules of Procedure requires a simple majority vote of the members of the Board present where a quorum has been established
- Policy Change: To waive the Rules of the Procedure would require a two-thirds (2/3) vote of the members of the Board present at a meeting where a quorum has been established