

Board Policy #10

TITLE: Electronic Participation in Virginia Board of Accountancy Meetings

EFFECTIVE DATE: April 30, 2015

AUTHORITY: § 2.2-3708.1 of the Code of Virginia

POLICY STATEMENT: It is the policy of the Virginia Board of Accountancy (Board) that individual Board members may participate in meetings of the Board by electronic communication means as permitted by Virginia Code § 2.2-3708.1. This policy shall apply to the entire membership and without regard to the identity of the member requesting remote participation or the matters that will be considered or voted on at the meeting.

Whenever an individual member is to participate from a remote location that is not open to the public, the following conditions must be present:

1. A quorum of the Board must be physically assembled at the primary or central meeting location.
2. There must be arrangements for the voice of the remote participant to be heard by all persons at the primary or central meeting location.
3. The individual participation must be in an event of emergency or personal matter or a temporary or permanent disability or other medical condition.
4. The reason that the member is unable to attend the meeting and the remote location from which the member participates must be recorded in the meeting minutes.

In the event that a board member participates electronically due to an emergency or personal matter, such electronic participation is limited by law to two meetings or 25 percent of the meetings of the public body per member each calendar year, whichever is fewer.

Automatic approval with vote if challenged

Individual participation from a remote location shall be approved unless such participation would violate this policy or the provisions of the Virginia Freedom of Information Act. If a member's participation from a remote location is challenged, then the Board shall vote whether to allow such participation and the results of such vote shall be recorded in the minutes with specificity.

APPROVAL AND REVIEW: This Board policy was reviewed and approved on April 30, 2015.

SUPERSESSION: This Board policy is new.

BOARD CHAIR AT

LAST REVIEW: W. Barclay Bradshaw, CPA

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continued

BOARD MEMBERS AT

LAST REVIEW: Robert J. Cochran, Ph.D., CPA, Vice Chair
Matthew P. Boshier
James M. "Jim" Holland, CPA
Andrea M. Kilmer, CPA, CFF, CGMA
Marc B. Moyers, CPA
Stephanie S. Saunders, CPA

EXECUTIVE DIRECTOR: Wade A. Jewell