

## Videoconferencing

1. Videoconferencing is authorized for the Opioid Settlement Fund Advisory Board (Board) pursuant to the New York Public Officers Law (POL) § 103-a and outlined in the Board's bylaws. Moreover, member participation is authorized as follows:

A. Members of the Board must be physically present at one of the meeting locations that is properly noticed and where the public can attend in person. Provided a quorum is present at such locations, members are authorized to participate remotely.

B. To participate remotely, a member must be unable to be physically present due to extraordinary circumstances including, but not limited to, disability, illness, caregiving responsibilities, or any other significant or unexpected which precludes the member's physical attendance at such meeting.

C. Members participating remotely must have their camera on and be able to be seen, heard, and identified throughout the entirety of the meeting, except in the case of executive sessions.

2. Public participation is authorized as follows:

A. Where videoconferencing is used to conduct a meeting of the Board, the public notice for the meeting shall inform the public that videoconferencing will be used, where the public can view and/or participate in such meeting, where required documents and records will be posted, and shall identify the physical location(s) for the meeting where the public can attend.

B. Where videoconferencing is used to conduct a meeting, the Board shall provide the opportunity for members of the public to view the meeting via video and to participate in proceedings via videoconferencing in real time, provided public comment or participation is authorized. Furthermore, videoconferencing shall be authorized for the same public participation or testimony as in-person participation or testimony. Advance registration may be required to provide in person or virtual public comment. Information on how to register shall be contained in each meeting agenda.

C. Each meeting conducted using videoconferencing shall be recorded and such recordings posted or linked on the Board's website within five business days following the meeting.

D. Minutes of meetings involving videoconferencing shall include which, if any, members participated remotely and shall be available to the public within two weeks of the date of the meeting.

For additional information on Public Officers Law:

<https://opengovernment.ny.gov/open-meetings-law>

For additional information on the bylaws:

<https://oasas.ny.gov/system/files/documents/2022/08/revised-osfab-bylaws.pdf>