



COMMISSION OPERATIONS & NOMINATIONS (O&N) COMMITTEE  
MEETING MINUTES  
May 28, 2024

The Committee Chair called the meeting to order at 11:30 a.m.

Name	Title	Present for Item Nos.
Glenn, Michael E.	Committee Chair	1-3
Levenston, Jr., Willie	Committee Member	1-3
Stern, Nancy J.	Committee Member	1-3

1. **Committee Guidelines**

The Commission Secretary reviewed the committee responsibilities and procedures, FOIA rules as they relate to Committees, and historical information.

2. **Commission Adopted Policies**

The Commission Secretary reviewed proposed changes to the Ethics and Freedom of Information Act policies and the Commission Governance Guidelines. The Committee discussed incorporating the Commission Governance Guidelines into bylaws. Counsel Robyn Hansen of Sands Anderson will discuss with staff and prepare a draft for the Committee's review at a future meeting.

Ms. Hansen then explained extensive changes to the Remote Participation Policy incorporating changes from the General Assembly related to:

- addition of caregiver definition including remote participation, remote voting, determination of quorum
- amendment of number of all-virtual public meetings that public bodies may hold each calendar year; and
- the effective date of procedures for conducting meetings held through electronic communication means during declared states of emergency.

3. **Nomination of Officers**

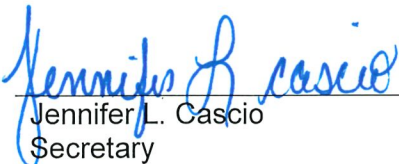
The Committee discussed potential candidates to serve as Commission officers for Fiscal Year 2025. They established who would contact each Commissioner to determine willingness to serve or their suggested candidate for nomination.

**Public Comment:** None

**Next Committee Meeting Date:** TBD

**Meeting Adjourned:** 12:26 p.m.

SUBMITTED:

  
Jennifer L. Cascio  
Secretary

APPROVED:

  
Michael E. Glenn  
Committee Chair